

TOWN OF JAMESVILLE
MONTHLY BOARD MEETING 07/12/2021
MINUTES

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 p.m. & 8:42 p.m. on 07/12/2021 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846. Due to the COVID-19 Pandemic, social distancing measures were made available to all. Virtual meeting attendance was provided for public access through Zoom meeting.

Attendees - Live

- Dennis Anton - Mayor
- Willis Williams - Mayor Protem
- Larris Tolson - Commissioner
- Rachel Craddock - Commissioner
- Carolyn Martin – Commissioner
- Mary Allen – Commissioner

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

I. Mayor Dennis Anton brought the meeting to order. Commissioner Willis Williams offered the prayer. Mayor Dennis Anton welcomed everyone to the meeting.

II. Adoption of Agenda

- Commissioner Rachel Craddock requested the addition of the following to New Business: Item #A-Cemetery Headstones and Item # I-Purchase Welding Equipment. Commissioner Larris Tolson moved to approve the agenda as amended. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

III. Approval of Minutes

Commissioner Carolyn Martin moved to approve the following minutes as presented. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

- Special Board Meeting & Closed Session – June 7, 2021
- Regular Board Meeting & Closed Session – June 14, 2021
- Budget Public Hearing – June 28, 2021
- Mid-Month Meeting & Closed Session – June 29, 2021

IV. Public Comments

1. Ms. Lori Hardison proposed holding a Fall/Harvest Festival on Friday night, October 22, 2021 and Saturday, October 23, 2021 to honor Farmers. Ms. Lori Hardison stated some of the funds raised would be donated to the Community Center for repairs. Ms. Lori Hardison suggested stepping back in time, i.e. bales of hay setup, a talent show, cake walk, parade, gospel singing, fishing booth for kids and a pumpkin carving contest. Commissioner Rachel Craddock recalled the Board discussed changing the Herring Festival to the Fall Festival due to the lack of herring available. Commissioner Carolyn Martin questioned if a group of people were interested in coordinating the event. Adding, the Board wanted to support the effort and participate but was not able to (take on the event as coordinator). Ms. Lori Hardison responded that Facebook filters showed a lot of people were interested. The

desire was to hold the event on Main Street. Getting approval from NC DOT to close the street was discussed, as well as the need for porta-potties and electricity.

Commissioner Rachel Craddock made the motion for the Town of Jamesville Board to support and grant their blessings to hold the Fall/Harvest Festival on October 22-October 23, 2021. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

V. Reports

A. Mayor

1. None

B. Water/Wastewater Report - Samuel Lilley

1. None

C. Public Works Report

1. Mr. Robert Cockrell reported staff was cutting grass. Adding, while putting rock in holes, the cylinder on the backhoe burst. Mr. Robert Cockrell requested approval to purchase an air compressor. The cost for a compressor at Harbor Freight was estimated to be approximately \$300. Commissioner Larris Tolson suggesting a 30-gallon compressor would be best for the Town. Mr. Robert Cockrell commented it would be good to buy the extended 2-year warranty as well for approximately \$40. Commissioner Mary Allen made the motion to purchase a 30-gallon air compressor. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Commissioner Mary Allen, along with other members of the Board, complimented staff for the pot hole patching on Smithwick Street.

Commissioner Rachel Craddock requested putting rock in a hole near the caution light located where St. Andrews Street and Main Street intersect. Commissioner Larris Tolson made the motion to fix the hole on St. Andrews Street/Hwy 64. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

D. Finance Officer - Kimberly Cockrell

1. Financial Statements – June 2021

Finance Officer Kimberly Cockrell presented the Financial Reports for June 2021.

2. Budget Amendment(s)

Finance Officer Kimberly Cockrell provided General Fund Budget Amendment #1 for Mid-East Commission services. Finance Officer Kimberly Cockrell explained the amendment was originally approved in FY 20-21. However, the services to update the zoning ordinances would not be completed until August 31, 2021 FY 21-22. Commissioner Willis Williams made the motion to approve GF budget amendment #1 as listed below. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Budget Amendments FY 2021-2022

GF BUDGET AMENDMENT #1 – 7/12/2021

	<u>CREDIT</u>	<u>DEBIT</u>
1039300 – Appropriated Fund Balance	\$3,500.00	
1040175 – Mid East Commission Service		\$3,500.00
	<hr/> \$3,500.00	<hr/> \$3,500.00

Amendment is for Mid-East Commission to update the zoning ordinance per state requirements.

E. Mid-East

1. Commissioner Rachel Craddock reported the Mid-East Commission Board had an in-person meeting scheduled for Thursday night, July 15, 2021. Due to the COVID-19 pandemic, this would be the first in-person meeting in a long time.

Planning Board

1. None

VI. Old Business

A. Water/Sewer Ordinance Enforcement

1. Town Clerk/Finance Officer Kimberly Cockrell provided the monthly customer cut-off report for consideration by the Board, in accordance to Water/Sewer Ordinance #81-enforcement section. Commissioner Larris Tolson made the motion to approve the July 2021 customer cut-off list for delinquent accounts. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

B. Viable Utility Reserve Study

1. Town Clerk/Finance Officer Kimberly Cockrell presented a notification received from Engineer Consultant Bobby Blowe, of Municipal Engineering that had been brought to his attention by Project Manager Mike McAllister regarding Viable Utility Reserve Study submittals. The State Water Infrastructure Authority had included approval of VUR applications on its July 14, 2021 agenda. Town Clerk/Finance Officer Kimberly Cockrell read from the notification the following statement:

“The Division (of Water Infrastructure Authority) staff recommend the following: The Authority approve the maximum funding amounts for the Category 1LGUs and their regional partner’s VUR study grant applications listed in Table 1 and allow the Division discretion to work with the regional partnerships (for example, the Martin County units do not each need separate MRF grants since they will be working together under a unified MRF study)”.

Commissioner Carolyn Martin expressed concern that the Town would be committed to a regional merger should matters continue in this direction. Commissioner Willis Williams commented by doing this, the AIA-DW, AIA-WW and the Rate Study funding or planning grants would be used to show the Town of Jamesville water and sewer lines and valves locations, if approved. Commissioner Willis Williams stated it to be his understanding given by the State and Engineer Bobby Blowe that the state would not degrade any system doing well but rather use those systems as a leader/model for distressed systems. Adding, the State would not “force” any non-distressed entities to reduce or become a part of regionalization because of distressed entities in the area. Commissioner Rachel Craddock, Commissioner Larris Tolson, and Commissioner Mary Allen restated reassures given by Municipal Engineering Representatives Bobby Blowe and Michael McAllister. All seemed to agree, in any event, due diligence would be needed by the Town of Jamesville Board to make sure the Town of Jamesville’s best interest were upheld.

C. Zoning Ordinance 160A Update

1. Town Clerk/Finance Officer Kimberly Cockrell reported Mid-East had updated the Town of Jamesville zoning maps. However, staff noticed a few areas on the map where changes were needed and notify Mid-East accordingly. Staff was still working on changes made by

the Board to incorporate into the zoning ordinance. Mid-East reported being half way through the NC G. S. §160A updates. A public hearing was needed for public inspection and comments before being adopted. The contract with Mid-East stated a completion date of August 31, 2021. The importance of the zoning ordinance could not be overstressed. Ad valorem tax is the major source of revenue for the Town.

Commissioner Rachel Craddock reminded the Board of the action taken by the Board at the June 7, 2021 Regular Board Meeting to draft a document requiring a written contract for all services rendered to the Town by the Mid-East Commission. Town Clerk/Finance Officer Kimberly Cockrell would contact Town Attorney Evan Lewis.

D. Municipal Notice of Candidacy

1. The Martin County Board of Election published press release stating the filing period for municipal elections would start 12 noon July 2, 2021 was provided for the Board. The filing period would close on July 16, 2021 12 noon. Mayor Dennis Anton inquired as to whether the Board had a preference for the Mayor's position. The Board members responded by encouraging Mayor Dennis Anton to file for reelection. (Mayor Dennis Anton was appointed by the Board to complete the unexpired term of former Mayor Brad Davis, who resigned because he was moving out of the Town of Jamesville.)

E. Hardison Drive – Sink Hole

1. During the June 7, 2021 Regular Board Meeting, Town Clerk/Finance Officer Kimberly Cockrell stated Cox-Edwards Company, Inc. had been asked to come back for (3) quotes - to reassess the sink hole already approved by the Board to repair, provide a quote on pipes by the bank on Hardison Drive, as well as give a quote for the infiltration taking place on Washington Street. Town Clerk/Finance Officer Kimberly Cockrell presented what had been described by Cox as a worse-case-scenario quote of \$30,750 to repair the Hardison Drive sink hole. Too many unknown factors underground was stated as the cause for the quoted amount, which would be good for 30 days. Town Clerk/Finance Officer Kimberly Cockrell would reach out to NC Pro to see if this qualified for ARP funds. The Board agreed the repair had to be done regardless. Commissioner Willis Williams made the motion to proceed with the repair as quoted. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Commissioner Willis Williams added Astoria Road had about (8) eight places comparable to the Hardison sink hole. Commissioner Willis Williams commented Mr. Dwight Lancaster, of NC Rural Water Association had been asked to come and make a list of the manholes severely corroded and need to be repaired.

F. RPZ Backflow Preventer WWTP

1. Town Clerk/Finance Officer Kimberly Cockrell explained even with numerous tries, she had not been able to obtain an updated quote from David Cook Plumbing or Futrell Plumbing for the Wastewater Treatment Plant RPZ backflow preventer. Commissioner Carolyn Martin mentioned talking to Futrell Plumbing and their saying they would call the Town Hall. Commissioner Carolyn Martin would be following up with Futrell Plumbing about the project. Town Clerk/Finance Officer Kimberly Cockrell planned to asked NC Pro if this qualified for ARP funds as well.

G. NCDEQ Additional Funding for Water Plant

1. A report received from Project Manager Michael McAllister, of Municipal Engineering Services showed background information for the Spring 2021 Application Round of Drinking Water State Revolving Fund (DWSRF) and Clean Water State Revolving Fund (CWSRF). The report summarized the following:

- The available funds and restrictions on those funds,
- The application received, and
- The approach staff used to apply funds in the funding scenario.

The round has approximately \$67 million and \$75 million available from the DWSRF and CWSRF respectively.

By Federal requirement, DWSRF projects must be funded in priority order. The Authority can establish the funding line but cannot fund projects out of priority order (except as necessary to meet other requirements). Commissioner Larris Tolson noted Town of Jamesville was listed as Project #1 on Table 3. Drinking Water SRF Applications.

For the CWSRF, the Authority may consider the additional information provided in the wastewater project applications for determining funding commitments.

For both the CWSRF and DWSRF, Principal Forgiveness eligibility was listed as follows:

- Resolves Non-viable utility – 100% principal forgiveness up to \$3,000,000
- Affordable criteria – percentage (25%, 50%, 75%, or 100%) based on affordability criteria up to \$500,000.

Town Clerk/Finance Officer Kimberly Cockrell explained Municipal Engineering requested on behalf of the Town of Jamesville a total of \$1,847,934, potential SRF principal forgiveness amount \$500,000, with a potential SRF loan amount of \$1,347,934. The yearly payment would be roughly \$60,000 over a period of 20 years. Municipal Engineering would be working to tweet the existing plan in areas where allowable to reduce cost without having to redo the whole project information already submitted to the State.

VII. New Business

A. Cemetery Headstone & Cemetery Ordinance Proposed Amendment

1. Before discussing the Cemetery Ordinance proposed amendment, Commissioner Rachel Craddock wanted to comment on receiving a complaint from Ms. Barbara Modlin about the headstone of Mr. Ed Modlin being turned around (backward). Commissioner Rachel Craddock stated Ms. Barbara Modlin admitted to the headstone being loose but felt Public Works was responsible for the headstone being turned around. The Board took discussion and reviewed what the current ordinance stated about headstones. It was acknowledged that over the years, various elements such weather, wear and tear of sealant, vandalism, etc. have contributed to the loosening of the headstone. The Board agreed the repair was minimum and decided that purchasing sealant and repairing the headstone would be the most cost effective solution. Commissioner Larris Tolson made the motion to purchase sealant and have the Public Works Department repair the monument. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Commissioner Willis Williams recommended the proposed amendment to the Cemetery Ordinance include that the Town will notify the next of kin if the Public Works Department sees something that needs repairing. If it is minimum, such as, the sealant, the Town will repair. Commissioner Larris Tolson made the motion to accept the amendments to the Cemetery Ordinance with the added caveat of the monument exception clause, as presented below. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**AN ORDINANCE REGULATING THE CEMETERY
OF THE
TOWN OF JAMESVILLE PROPERTY**

This Ordinance shall be known as the Town of Jamesville, North Carolina Cemetery Ordinance.
Be it ordained that:

ARTICLE 1 – AUTHORITY

Section 1.1-Authority:

No person may bury or cause to be buried the body of any deceased person within the town limits in any place other than a church cemetery or a cemetery operated by a governmental entity or a private cemetery licensed or specifically exempted from licensing according to the North Carolina Cemetery Act (N.C.G.S. Chapter 65, Article 9 and N.C.G.S. §160A-341:7).

ARTICLE 2 – SUPERVISION

Section 2.1-Supervision:

All supervision of the Town of Jamesville cemetery shall be by or under direction of the Public Works Department or its Designee. No grave shall be opened, or interment conducted without prior notice to the Public Works Department or its Designee of at least twenty-four (24) hours and without prior permission from the Town.

Section 2.2-General Duties:

The Public Works Department or its Designee shall have the powers and duties as shall be conferred by this ordinance, resolution, or order of the Board of Commissioners. The Public Works Department or its Designee shall have charge of the upkeep, protection, and preservation of the cemetery, shall supervise the digging of all graves, the interment and disinterment of bodies and the erection of monuments and markers, shall supervise the planting of any and all shrubbery, trees and flowers and shall make provision for the entrance and exit of persons and vehicles to and from the cemetery. The Town Board of Commissioners reserves the right to enhance the surrounding cemetery grounds.

ARTICLE 3 – GENERAL PROVISIONS

Section 3.1-Purchase of Burial Rights:

Upon payment of the appropriate fees to the Town of Jamesville, evidence of burial rights shall be transferred from the Town.

Section 3.2-Schedule of Charges:

The Town shall establish and revise from time to time rates or costs for burial rights in its cemetery plots. This rate or cost may vary according to purchasers living outside the corporate limits of the Town and outside Martin County. Gravesites shall be paid for in full at the time of purchase. Gravesite dimensions and layout shall be as designed by the Town.

ARTICLE 4 – TRANSFER OF LOTS

Section 4.1-Lots Transfer Provision:

Unused burial rights shall not be sold, resold, assigned or otherwise transferred to any other person or entity except by and to the Town of Jamesville. The Town will repurchase unused burial rights from

an owner who desires to sell these rights. The price shall be the same price originally paid for the burial rights to the Town.

ARTICLE 5 – DEFINITION

Section 5.1-Immediate Family:

Burial rights to any given gravesite shall be limited to the purchaser and the immediate family of the purchaser. The term “immediate family” shall mean the spouse, parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, brother-in-law, sister-in-law, daughter-in-law and son-in-law. Adopted and step members are also included in immediate family.

ARTICLE 6 – GRAVES

Section 6.1-Watertight Vault:

No person may bury or cause to be buried the body of a deceased person unless a watertight casket is properly placed within a watertight vault.

Section 6.2-Depth:

Graves in the cemetery shall be at least four (4) feet in depth.

Section 6.3-Setback:

No graves in the cemetery shall be dug nearer than twelve (12) inches to any property or gravesite line.

Section 6.4-Coping, Curves and Mounds: Prohibited:

No coping, curb, fencing, grave mound or border of any kind shall be allowed on any burial lot in the cemetery.

ARTICLE 7 – INTERMENT PLACEMENT

Section 7.1-Interment Placement:

There shall be no more than one interment in a graveside, except as provided in Section 7.2 below.

Section 7.2-Dispensation For Infants and Cremation Urns:

Infants and cremation urns may be interred in family plots. The number of infants and cremation urns which may be placed in one grave site shall be as determined from time to time by the Town.

ARTICLE 8 – MONUMENTS

Section 8.1-One Per Family Lot:

Only one central or family monument shall be allowed on a family lot in the cemetery. When a monument is not desired by the family, one head marker per grave may be authorized.

Section 8.2-Head Marker:

When a head marker is used in place of a monument, it shall be laid flush with the ground and shall not exceed two feet (24 inches) in length and eighteen (18) inches in width and shall be placed at the head of the grave.

Section 8.3-Marker:

When a monument is used, a marker may also be placed at the end of each grave farthest from the monument. The marker shall be laid flush with the ground and shall not exceed two (2) feet in length and one (1) feet in width.

Section 8.4-Foundation:

Section 8.4.1-No memorial shall be erected in the cemetery unless there shall be a foundation to consist of a concrete mixtures follows: One (1) part cement of standard brand, two (2) parts clean sharp sand and three (3) parts rock, size not to exceed one and one-half (1 ½) inches.

Section 8.4.2-The foundation for monuments shall be twelve (12) inches longer than the length of the base of the monument, and twelve (12) inches wider than the width of the base of the monument, thus making an extension of six (6) inches on each side of the monument base. The foundation will be twelve (12) inches thick for monuments weighing over four hundred (400) pounds and eight (8) inches thick for monuments less than four hundred (400) pounds. The finished grade of the foundation shall be flush with the ground. The foundation will not extend over the property line. No portion of any monument or marker (excluding foundations) will be closer than six (6) inches from any property line.

Section 8.4.3-The foundation for markers shall extend two (2) inches beyond the marker on all sides. The thickness of the foundation shall be equal to the thickness of the marker or a minimum of four (4) inches, whichever is greater. The finished grade of the foundation shall be at a depth also equal to the thickness of the marker. Thus, upon completion of construction, the top surface of the marker will be flush with the ground.

Section 8.4.4-Any variance from the provisions of this Ordinance shall be based on special circumstances unique to that particular case and approved in advance by the Town Board.

ARTICLE 8A - FLOWER & DECORATION REGULATIONS

Section 8A-Flower & Decorations

Section 8A.1-Flowers, wreaths, funeral designs, flags, and similar items are permitted in the Town cemetery. On the day of burial, any special arrangements that you may wish to keep at your home or office should be removed at that time. If the items mentioned in this section are not removed within a timely manner, the Town has the authority to remove and dispose of said such item.

The Town reserves the right to remove, at any time, any arrangement and container that is considered unsafe or unsightly.

The Town is not responsible for lost, stolen or damaged items. This includes flowers (both artificial and real), vases, markers, monuments, shrubs, trees, or any other memorial related items. Damaged or lost items placed at burial sites are done so at the owner's risk.

The Town does not allow the placement of, at any time, stand-alone vases, shells, toys, metal designs, ornaments, chairs, glass, crockery, wood or iron cases, and other similar articles and materials hazardous to lawn mowers. None of these items will be permitted due to safety reasons. The Town reserves the right to remove and dispose of such items at any time, even when it is not mowing season, to ensure a safer environment for the workers and the equipment utilized for the beautification of the cemetery.

No Burial Rights Owner or any other individual other than the Public Works Department or its Designee will be allowed to perform any landscaping of any sort such as digging holes or practicing any other sort of similar nature of landscaping, without prior permission from the Town.

The Town will notify the next of kin if the Public Works Department sees something that needs repairing. If it is minimum, such as, the sealant, the town will repair, with the consent of the next of kin.

ARTICLE 9 – REMOVAL AND DESTRUCTION

Section 9.1-Removal of Unused Building Materials:

Any tools, material or debris remaining after the erection of monuments, markers, or other lawful structures authorized herein shall be promptly removed from the cemetery by the owner of the lot upon which the monument, marker or structure is located.

Section 9.2-Grading, Landscaping and Improvements:

All grading, landscaping and improvements of every kind in the cemetery shall be made or done by the Town only.

Section 9.3-Removal or Injury To Structures:

It shall be unlawful for any person to remove any marker, gravestone or other monument erected at any grave or to deface, injure or destroy any marker, gravestone, or monument in any manner.

Section 9.4-Destroying or Injuring Plants:

It shall be unlawful for any person to destroy or injure in any manner any flower, shrub, tree, or plant in the cemetery. All pruning or cutting of trees and shrubbery is prohibited except as done under the supervision of the Public Works Department or its Designee.

ARTICLE 10 – VIOLATIONS

Section 10.1-Trespassing:

Section 10-1-1-It shall be unlawful for any person, other than officers of the law engaged in the prosecution of their duties as such, to enter the cemetery in the nighttime between 11 p.m. and 5 a.m., without prior authority to do so from the Public Works Department or its designee.

Section 10.1.2-No person shall enter the cemetery at other times except for the purpose of attending funerals, visiting graves, or pursuing some other lawful mission.

Section 10.2-Disturbing The Peace:

No person shall disturb the quiet, repose and good order of the cemetery.

Section 10.3-Vehicle Speed:

It shall be unlawful for any reason to drive any vehicle within the cemetery roadway at a speed in excess of 10 mph.

Section 10.4-Violation:

A violation of this Ordinance shall be a class 3 Misdemeanor punishable by a fine not to exceed Five Hundred Dollars (\$500.00).

This Ordinance shall be effective upon adoption.

Adopted the 10th day of August, 2020.

Amended this 12th day of July 2021

MAYOR

ATTEST:

TOWN CLERK

B. Blinds for Town Hall

1. The Board was asked to approve the purchase of blinds for windows/doors without blinds in the Town Hall. Commissioner Carolyn Martin made the motion to approve the purchase of blinds. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

C. ARPA Resolution to Accept Funds

1. Town Clerk/Finance Officer Kimberly Cockrell presented an ARPA (American Rescue Plan Agreement) resolution to officially accept the funds. The Town of Jamesville has already received one half of the ARP funds. Commissioner Larris Tolson made the motion to officially accept the monies by passage of the Resolution to Accept Funds as shown below. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

TOWN OF JAMESVILLE RESOLUTION
FOR ACCEPTING AMERICAN RESCUE PLAN ACT FUNDS

WHEREAS, the Town of Jamesville is eligible for funding from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF).

WHEREAS, the North Carolina General Assembly will provide for the distribution of funds to eligible North Carolina counties and municipalities; and

WHEREAS, before receiving a payment, the Board of Commissioners is required to formally accept the CSLRF funds;

WHEREAS, revenue received under the CSLRF must only be spent for purposes authorized by the CSLRF, and applicable regulations, and by state law;

WHEREAS, revenue received under the CSLRF must be accounted for in a separate fund and not co-mingled with other revenue for accounting purposes; and

WHEREAS, the Town of Jamesville must comply with all applicable budgeting, accounting, contracting, reporting, and other compliance requirements for CSLRF funds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Jamesville that we do hereby accept and request CSLRF funding to be distributed by the State of North Carolina; and

FURTHER RESOLVED that the Town of Jamesville Board of Commissioners affirms that the CSLRF revenue will only be used for the purposes prescribed in the CSLRF, and in US Treasury guidance in 31 CFR, Part 35, and any applicable regulations, and in accordance with state law; and

FURTHER RESOLVED that the Town of Jamesville will comply with procedures created by the North Carolina General Assembly and the US Treasury Department to receive funds under the act; and

FURTHER RESOLVED that the Town of Jamesville will account for CSLRF in a separate fund and not co-mingle it with other revenues for accounting purposes and will comply with all applicable federal and state budgeting, accounting, contracting, reporting, and other compliance requirements for CSLRF funds; and

FURTHER RESOLVED that the Board of Commissioners of the Town of Jamesville designates and directs the Mayor and the Finance Officer to take all actions necessary on behalf of the Town of Jamesville Board of Commissioners to receive the CSLRF funds.

ADOPTED, this the ___ day of _____, 20___.

Dennis Anton, Mayor

Kimberly Cockrell, Town Clerk

D. NERSBA Yearbook Ad

1. NERSBA Advisers Jennifer Marrow and Patricia Speller were soliciting support to “make a difference in the lives of students and families” at NERSBA. Individuals and businesses were being asked to purchase business cards or sponsorship advertisement in the NERSBA yearbook. Commissioner Larris Tolson made the motion to support as always with a business sponsorship. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

E. Fire Hydrant & Valve Replacement – Astoria Road

1. Town Clerk/Finance Officer Kimberly Cockrell stated while the Fire Department was testing fire hydrants, the hydrant on Astoria Road was opened and could not be closed. Noting, this was not an emergency repair. Hydrant Mechanics provided a quote of \$6,000 for installation of a new fire hydrant, valve, and valve box. The quote did not include the excavation equipment nor equipment operator, which would cost an additional \$2,000. Town Clerk/Finance Officer Kimberly Cockrell commented to be able to make this repair, the Town needed a backhoe.
Water/Wastewater ORC Samuel Lilley added the over 40-year old hydrant could not be shut off and water was running down the road. After searching for hours, the cutoff valve, which was normally positioned 3 feet away, was located 7 feet away. ORC Samuel Lilley reported the Jamesville Fire Chief offered to help replace fire hydrants with monies received by the fire department. Commissioner Larris Tolson made the motion to put in/replace the fire hydrant and valve. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

F. Backhoe

1. Commissioner Rachel Craddock reported on research done on the potential purchase of a backhoe. The three quotes presented were discussed in details. Commissioner Rachel Craddock commented due to supply and demand, providers stated some equipment would be very difficult to get at this time. Of the three quotes, the Kubota L47 backhoe (\$55,251) was the backhoe of choice.
Project Manager Michael McAllister, of Municipal Engineering suggested reaching out to USDA (United States Department of Agriculture) as a funding source. Town Clerk/Finance Officer Kimberly Cockrell verified that USDA had funding for backhoes at 50% to 75% grant and the balance in loan. Commissioner Larris Tolson made the motion to move

forward with the purchase of the backhoe and to apply for funding through the USDA. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

G. Official Designated Signer for Grants

1. Commissioner Rachel Craddock stated she had been doing it and would like to continue to be the designated signer for grants. Commissioner Larris Tolson made the motion to make Commissioner Rachel Craddock the official designated signee for grants. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

H. CDBG – Wastewater Treatment Plant

1. The Town was notified by Project Manager Michael McAllister, of Municipal Engineering of the NCDEQ-DWI application process for the fall round, which would be due September 30, 2021. Town Clerk/Finance Officer Kimberly Cockrell commented this would be a 100% grant for the Wastewater Treatment Plant. Commissioner Rachel Craddock commented a replacement for the WWTP built in 1974 was needed. The advertisement of the public notice for a public hearing must be done no more than 25 days before, and no less than 10 days before. The Board was asked to hold the public hearing during the August 9, 2021 Regular Board Meeting. Commissioner Rachel Craddock made the motion to proceed with the CDBG application for the Wastewater Treatment Plant and the advertisement of the public notice for the public hearing. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

I. Purchase Welding Equipment

1. The Board took discussion on the type of welding equipment best suited for the long term needs of the Town. It was determined that some projects would require electric hook up in the field. Town Clerk/Finance Officer Kimberly Cockrell would check government surplus for products not available to the general public, mainly generators. Commissioner Willis Williams made the motion to allocate up to \$2,000 for the purchase of welding equipment and a generator. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

VIII. Closed Session – N C G. S. §143-318.11(a) (6) Personnel

1. After review, the Board consensually agreed Closed Session - N C G. S. §143-318.11(a) (6) Personnel was not needed.

IX. Board Comments – None

X. Adjourn

Commissioner Mary Allen moved to adjourn at 8:42 p.m. Motion unanimously passed. 5 Ayes – 0 Nays.

Respectfully submitted by:
Kimberly Cockrell,
Town Clerk/Finance Officer