



TOWN OF PRINCEVILLE

Board of Commissioners

Regular Meeting

July 27, 2015

7 p.m.

Princeville Town Hall

Agenda

- I. Board of Commissioners Call to Order – Mayor Bobbie Jones
- II. Invocation
- III. Pledge of Allegiance
- IV. Announcements
 - a. Princeville Volunteer Fire Department Board of Directors Meeting – Thursday, August 20, 2015, Princeville Town Hall, 7:00 PM
 - b. Princeville Planning Board Meeting – TBA
 - c. Next Board of Commissioners Meeting – Monday, August 24, 2015, Princeville Town Hall, 7:00 PM
 - d. Digital Stories Presentation—Tuesday July 28, 2015, 6PM Princeville Museum
 - e. T-Shirts are available for purchase at the museum

- V. Public Comments (This agenda item is included to allow input to the Town Board of Commissioners from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Town Board are required to provide their name, address, and topic to be addressed. The Board will only listen and not respond, but may decide to place a topic on a future agenda. A

speaker will be allowed no more than two minutes to speak, with a total Public Comment period of 15 minutes.)

VI. Adjustments to Agenda

- VII. Consent Agenda** (The Consent Agenda is the first order of business. Items listed are believed to be non-controversial and are administrative in nature. There will be no separate discussion of the items unless a Commissioner or citizen requests and is granted permission to speak. The item(s) then will be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.)

- a. Minutes of Regular Meeting – June 22, 2015 **(Attachment A)**

VIII. Old Business – Princeville Founder’s Day Event Proposal (Attachment B)

IX. New Business

- a. Forest Haven Street Lights **(Attachment C)**
b. Fire Protection Contract **(Attachment D)**
c. Solid Waste Collection Contract **(Attachment E)**
d. Authorize Check Signers **(Attachment F)**

X. Town Manager’s Report (Attachment G)

XI. Town Attorney Report

XII. Law Enforcement Report

XIII. Princeville Volunteer Fire Department Report

XIV. Senior Center Report

XV. General Concerns of the Board:

XVI. Adjournment:

Attachment A

Subject: Minutes of Previous Board Meeting.

Action Requested: Review minutes of previous meetings, amend if necessary, and approve. These minutes were delivered to the Board in advance of the meeting.

Attachments: Minutes of the June 22, 2015 Regular Board Meeting

Submitted By: Calvin Adkins, Town Clerk

Attachment B

Subject: Princeville Founder's Day Festival
"A Celebration of Food, Music & Culture"

Action Requested: Review and Act as necessary

Attachments: Brochure Prepared by the Kenan Institute

Submitted By: Calvin Adkins

Introduction and Background:

This item died on the floor last month for the lack of a second.

One of the recommendations from the Kenan Institute's research, and an idea that has been considered in the past, is some sort of festival or event to celebrate Princeville's history and culture and to bring tourists and tourist dollars to the Town. The proposed event is in the very early conceptual stage, but it is being suggested that an event be planned for next April which will, hopefully, become a signature annual event for the Town. The April timeframe was selected to coincide with the actual founding of the settlement at the end of the Civil War and because the weather in April is conducive to an outdoor event. Most every festival or event has something to do with food, music, arts or culture and this event would need to contain some or all of these elements.

Since budget is always a major consideration, we feel that every attempt should be made to limit the Town's exposure by recruiting corporate sponsorships and by charging vendor and entrance fees. If the Town wishes to move forward with the concept, the planning and organization needs to begin immediately.

Recommendation:

Authorize the Town staff to move forward with the planning of a 'Founder's Day' event for April, 2016.

Attachment C

Subject: Streets Lights at Forest Haven Mobile Home Park

Action Requested: Review and act as necessary

Attachments: Area Map and Correspondence (previously emailed to the Board)

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background:

Forest Haven Mobile Home Park was recently purchased by Jones Estates, LLC out of New York. The new owners are requesting that the Town assume financial responsibility for 10 street lights in the neighborhood. The cost to the Town will be approximately \$150 per month (\$1,800 per year) plus a one-time connection fee of \$22. With the exception of Forest Haven, the town provides street lights on Town-maintained streets. There are 26 total lights inside the mobile home park. Sixteen streets lights are on private property.

Recommendation:

Authorize the Town Manager to request a budget amendment from the LGC to fund the additional ten street lights in the Forest Haven neighborhood and add the ten street lights to the Town's system.

Attachment D

Subject: Fire Protection Contract

Action Requested: Review and act as necessary

Attachments: Fire Prevention Contract

Submitted By: Byron Ellis, Town Manager

Introduction and Background:

The Princeville Volunteer Fire Department has submitted a proposed fire protection contract which covers the period July 1, 2015 through June 30, 2016. The contract has been reviewed by the town attorney.

Recommendation:

Authorize the Mayor to execute the contract as-presented.

Attachment E

Subject: Solid Waste Collection Contract

Action Requested: Review and act as necessary

Attachments: Proposed Solid Waste Contract

Submitted By: Byron Ellis, Town Manager

Introduction and Background:

Waste Industries has submitted a proposed solid waste collection contract which covers the period July 1, 2015 through June 30, 2018 (three years). The contract includes weekly household collection, monthly recycling service and bulky item pickup as-needed. The contract has been reviewed by the Town Attorney.

Recommendation:

Authorize the Mayor and Town Manager to execute the solid waste collection contract as-presented.

Attachment F

Subject: Check Signers

Action Requested: Review and act as necessary

Attachments: None

Submitted By: Byron Ellis, Town Manager

Introduction and Background:

The LGC is scheduled to return financial control back to the town the first week in August. The LGC will no longer be writing checks, so the town needs four authorized check signers (two signatures are required on each check). The LGC recommends the following: town manager, town clerk, mayor, mayor pro tem.

Recommendation:

Authorize the town manager, town clerk, mayor and mayor pro tem as designated check signers for the Town of Princeville.

Attachment F

Subject: Town Manager's Report

Action Requested: Please Review

Attachments: Town Manager's Notes
Other Information and Correspondence
Financial Reports (If Available)

Submitted By: Byron Ellis, Town Manager

Recommendation: Review and act as necessary