



TOWN OF PRINCEVILLE

**Board of Commissioners Regular Meeting
December 22, 2014
7:00 PM
Princeville Town Hall**

Agenda

- I. Board of Commissioners Call to Order – Mayor Bobbie Jones**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Announcements**
 - a. Christmas Holiday—December 24-28, 2014—Town Hall Closed
 - b. New Year's Day Holiday—Town Hall Closed
 - c. Princeville Volunteer Fire Department Board of Directors Meeting –Thursday, January 15, 2015, Princeville Volunteer Fire Department, 7:00 PM
 - d. Princeville Planning Board Meeting – Thursday, January 8, 2015, Princeville Town Hall, 6:00 PM
 - e. Dr. Martin Luther King Jr. Birthday – Monday, January 19, 2015—Town Hall Closed
 - f. Next Board of Commissioners Meeting – Monday, January 26, 2015, Princeville Town Hall, 7:00 PM
 - g. North Carolina Freedom Monument Park **“Freedom Coming, Freedom For All”** Traveling Exhibit – February 16 - March 14, 2015, Princeville Museum and Welcome Center
- 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 2 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 – November 24, 2014 **(Attachment A)**

VIII. Old Business

- a. Proposed Amendments to the Princeville Code of Ordinances regarding destructive animals. **(Attachment B)**

IX. Public Hearing

- a. Public Hearing Regarding Rezoning **(Attachment C)**

X. New Business

- a. Town of Princeville Employee Handbook **(Attachment D)**
- b. Surplus Police uniforms and equipment to the Town of Princeville Volunteer Fire Department **(Attachment E)**
- c. Princeville Water and Sewer System **(Attachment F)**
- d. 130th Birthday Celebration Funding
- e. Dr. Martin Luther King Jr Banquet
- f. Streetlight Funding for Lowe's Court

XI. Town Manager's Report (Attachment G)

- XII. Town Attorney Report**
- XIII. Law Enforcement Report**
- XIV. Princeville Volunteer Fire Department Report**
- XV. Senior Center Report**
- XVI. General Concerns and Comments of the Board**
- XVII. Adjournment**

**MERRY CHRISTMAS
AND
HAPPY NEW YEARS**

Attachment A

Subject: Minutes of Previous Board Meetings

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 November 24, 2014 Regular Meeting

Submitted By: Tabatha Powell, Town Clerk

Attachment B

Subject: Destructive Animal Ordinance Sec. 91.23 and Sec. 130.03

Action Requested: Review and act as necessary

Attachments: Proposed Destructive Animal Ordinance Amendment
Sec. 91.23
Sec. 130.03

Submitted By: Byron Ellis, Town Manager

Introduction and Background:

Proposed Amendments to the Princeville Code of Ordinances regarding destructive animals.

Recommendation:

Adopt the proposed Destructive Animal Ordinance Amendment as presented.

Attachment C

Subject: Public Hearing Regarding Rezoning

Action Requested: Review and act as necessary

Attachments: Public Hearing Notice
Map of South Main Street Coordinates
Map of Mutual Blvd. Coordinates

Submitted By: Byron Ellis, Town Manager

Introduction and Background:

The Planning and Zoning Board has recommended that portions of R-1 zoning districts along Mutual Blvd. and South Main St. be reclassified as C, Commercial districts. **1)** A section along Mutual Blvd. with the approximate coordinates of (36.89087, -77.53102 **to** 35.89012, -77.53074), **to** (35.89190, -77.52463 **to** 35.89090, -77.52430) that is now zoned 'R-1'. This section would be rezoned to Commercial. **2)** A section along South Main Street with the approximate coordinates of (35.88930, -77.53192 **to** 35.88962, -77.53153 **to** 35.88974, -77.53107 **to** 35.88966, -77.53088) **to** (35.88824, -77.53042 **to** 35.88809, -77.53112) that is now zoned 'R-1'. This section would be rezoned to Commercial.

All affected property owners of record were notified of the potential changes in zoning classification by first class mail.

Recommendation:

At the Board's discretion, the recommendations by the Planning and Zoning Board can be adopted and zoning classifications of the two sections can be amended as-presented.

Attachment D

Subject: Town of Princeville Employee Handbook

Action Requested: Review and act as necessary

Attachments: None: Employee Handbook Previously E-mailed

Submitted By: Byron Ellis, Town Manager

Introduction and Background:

A recommended Employee Handbook was previously emailed to the Board for review. The proposed handbook was adapted from a template provided by the NCLM.

Recommendation:

Adopt the proposed employee handbook as-presented.

Attachment E

Subject: Donation of Surplus Police uniforms and equipment to the Princeville Volunteer Fire Department

Action Requested: Review and act as necessary

Attachments: None

Submitted By: Tabatha Powell, Town Clerk

Introduction and Background: Various articles of clothing, vests, ponchos and safety equipment are remaining from the transfer of equipment to the Sheriff's department. The police uniforms could not be used by the Sheriff, but can be used by the Princeville Volunteer Fire Department.

Recommendation: Donate the remaining LE Equipment to the Princeville Volunteer Fire Department.

Attachment F

Subject: Princeville Water and Sewer System

Action Requested: Review and act as necessary

Attachments: None

Submitted By: Byron Ellis, Town Manager

Introduction and Background: The Town met with the LGC and representatives from the County regarding the status of the Princeville water and sewer system. The County has done an excellent job of managing and maintaining the system for the past couple of years and it is the LGC's recommendation that the Town transfer ownership of the system to Edgecombe County. The asset transfer does not require a public hearing because it would be a transfer of assets from one governmental unit to another. The County has the resources to properly operate the system and is in a better position to apply for the funding necessary to upgrade the system. The County would more than likely establish a Princeville Water District as they have done in the other municipalities that they manage.

One other issue—there is an outstanding debt for the radio-read meters—the County would assume that debt as part of the transfer.

Recommendation: Authorize the Town Manager and Town Attorney to move forward with a contract to transfer ownership of the Princeville water/sewer system to Edgecombe County. Final transfer and contract acceptance subject to Board approval.

Attachment G

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