



TOWN OF PRINCEVILLE

Board of Commissioners Regular Meeting Agenda

August 17, 2020 7:00PM

3003 North Main Street, Tarboro, NC 27886

Amid the COVID-19, the Board of Commissioners meeting will not be open to the public but will be available via teleconference.

Board Present: Mayor Bobbie Jones (teleconference), Mayor Pro Team Commissioner Linda Joyner, Commissioner JoeRoam Myrick, Commissioner Alvin Jones, Commissioner William Johnson (not present)

Staff Present: Town Manager Glenda Knight, Town Clerk Lakia Roberson, Attorney Dana Jones (not present) and Public Works Director Rydedrick Porter.

- I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)**
- II. Invocation by:** Commissioner Alvin Jones
- III. Pledge of Allegiance:** N/A
- IV. Public Hearing**

- 1) Public Hearing Comments: Commissioner Linda Joyner moved to vote to open public comments, Commissioner Alvin Jones seconded. Vote carried 3-0. Town Manager stated that she has one comment, Sam Draughn indicating that he would take care of his lots and that will include the demolition and vegetation. Town Manager also stated that it was no emails from anyone. Calvin Adkins ask if he could speak via teleconference and stated that he did not think it was fair for the town to make citizens clean up their lots and the town was not maintaining theirs. He also said that he did not think it was fair for the house at 200 Walter to be on the demolition listing. He stated that the Wooten house is not even on the listing. Mayor Bobbie Jones thanked everyone for their comments. Commissioner Linda Joyner moved to close public hearing. Commissioner Myrick seconded. Vote carried 3-0.

V. Public Comments: (Limited to 2 minutes. Read by Clerk)

- 1) **Mr. Ed. Bridgers** telephoned and stated that Commissioner William Johnson was going to ask to vote to have a sidewalk near the school for safety, Ashbury Park to

Forest Haven. He also, stated that he was not going to talk about the traffic light until school is back in full session and he think everyone is doing a great job. Clerk and Town Manager confirm that no more public comments came in.

VI. Announcement

- 1) Coronavirus update: Testing sites: Freedom Hill and Vidant walk-in clinic
- 2) Census update: 40.7%: Commissioner Linda Joyner stated that the Census is extended until December and the people is going around from house to house and they have badges to identify themselves as Census worker.

VII. Adjustment to Agenda: Under Town Manager's report: add Matthewson house as letter H (moved to vote by Commissioner Linda Joyner and seconded by Commissioner JoeRoam Myrick, vote carried 3-0).

VIII. Presentations (Limited 5-10 minutes. Ask presenters to speak from podium)

- 1) Retirement resolution for Sergeant Major Edward A. Bell: Mayor Bobbie Jones presented the award to Sergeant Major Edward A. Bell. Brother of Sergeant Major Bell, Mr. Jerome Bell accepted the award his brother absence. Mr. Jerome Bell stated that he is proud of his brother for all that he did. Sergeant Major Edward A. Bell stated, via teleconference, that he feels honored and grateful to represent the Town of Princeville. He also, thanked his mom and family for all they do and have done. Sergeant Major Edward A. Bell (mother) stated that she is proud of him and she thanked the Town of Princeville for acknowledging her son. Sergeant Major Bell wife, son and sister also extended gratitude.
- 2) Edgecombe County Assistant Manager (District 6 Project) William Johnson informed Mayor Bobbie Jones about the project to replace or repair 1/3 of the sewer system in District 6 that include Princeville. Mr. Johnson stated that the construction expected to begin January of 2021 and the project will take 12 months. Mr. William Johnson stated that the bid will take place in about 2-3 months. Mr. William Johnson stated that it may helped with the water bill, and it will help with the water loss that is coming from the pipes. Mr. William Johnson stated that lift station has been repaired and there was a deed that did not get signed for the lift station when the water was transferred that needs to be signed. Mr. William Johnson informed everyone that the Governor's executive order that lights or water bill cannot get turn off due to COVID-19 and the citizens can go to the water and light bill place to fill out a form to have it extended.

IX. Approval of the Agenda (Recommendation: Approval)

A. Consent Agenda

1) July 20, 2020 Regular Meeting

(Recommendation: Approval)- Commissioner Linda Joyner moved to vote for approval, seconded by Commissioner Myrick. Vote carried 3-0.

X. Department Reports (See attachments)

- 1)** Senior Center: Commissioner Myrick asked to have a cost factor been projected with project. Town Manager stated that it has, and they have a contract with Burney and Burney to start construction. She also shared that Oakley Collier is the firm overseeing the project, voted by the board several months back and that she would need to look back at the contract for a total anticipated amount.
- 2)** Edgecombe County Sheriff Office: Mayor congratulated the Sheriff Office for having 235 in house/school check. Mayor stated that the Sheriff Office could do better in traffic stop, but overall, they are doing a great job.
- 3)** Ameri-Corp Service Member: No questions
- 4)** Edgecombe County: No questions
- 5)** Princeville Volunteer Fire Department: No questions
- 6)** Public Works- Town Manager shared that taxes and tags need to be paid for the new pickup truck and presented the documentation for review by board. Commissioner Jones moved for approval; Commissioner Myrick seconded. Vote carried 3-0.
- 7)** Finance Reports (Expenditure) No questions

XI. Town Managers Report:

1) Recovery projects

- a.** Town Hall: Town Manager shared that the team will be meeting on site every other Friday. Town Manager shared that they met this past Friday with the architect and that the meeting was productive. Town Manager stated that they hope to turn this project over to the town in the next two to three months. Town Manager stated that Frankie who is the construction administrator under Oakley Collier is doing a dynamic job in answering any clarifying questions and providing oversight. Town Manager stated that everyone is working together.
- b.** Senior Center: Burney & Burney Contract **(Recommendation: Approval)**
Town Manager stated that Attorney Jones has reviewed and approved the contract and need the Mayor signature to start the process. Town Manager

stated that they have schedule a meeting to start with the preconstruction and when the Mayor sign the contract, they will start that process. Town Manager stated that Mr. Porter will deliver the contract. Town Manager stated that it was a clause in the agreement about COVID-19 that the town will not be penalize and Attorney Jones approved the clause.

- c. Museum: Town Manager stated that FEMA has gotten involved and offer a level of support for the project to move forward. Town Manager stated that they will reach back out to SHPO to access where they are in the process. According to the design by Oakley Collier, the historical components have not been compromised.
- d. 53 Acres: Town Manager stated that there were no updates. Town Manager stated that they are waiting to get back with Laura (NCORR Senior Personnel), about moving forward with the 53 acres with potentially funds not used by County from CDBG-DR. Town Manager stated they would like to have the Fire Station, Public Works, and Pioneer Court transition to the 53 acres.
- e. Floodgates: Town Manager stated that the RFQ has been approved by the state and it went live today, it is on the website and the local newspaper. Town Manager stated that the contractors have about 30 days for submitting their packets for the request of the RFQ for the floodgates project.
- f. Pioneer Court: Town Manager stated that Winston Salem Housing Authority is still in the process of reviewing packets of interest for Pioneer Court and they are in the final stage and will be able to submit an organization firm to HUD and the project could move forward. Town Manager stated they have finalized down to two citizens and waiting on the next steps of Pioneer Court.
- g. Levee: Town Manager stated that nothing has transpire with the Levee they are still waiting for the right of entry letter to return and Town Manager stated that she had emailed the Board about reaching out to the citizens that was listed in the email about returning their letter.
- h. Matthewson house: Town Manager stated that she heard back from the owner after multiple calls, and he stated that he gives the town permission to preserve any structure and items within the Matthewson house. His only request is that the town could pay the remaining taxes that is owed on the property. Town Manager informed the board that the owner has spoken with

Chief Brown, that the fire department could use his property as a training site. Town Manager stated the proposal is that once the town preserve the items, that the town will be responsible for the demolition. Town Manager stated that Attorney Jones can draw up an agreement of the things that are voted on and the owner is willing to sign the contract. (Commissioner Joyner moved to vote for approval to secure the items of the Matthewson house pay taxes and demo. Commissioner Alvin Jones seconded. Vote carried 3-0.)

XII. Attorney Report

- 1) Festivals/Events: (application, ordinance amendment, fees, etc.) (**Recommendation: Approval**): Mayor wanted to know which term was accurate. Town Manager informed the board that she was making the administration correction for 60-day notice. Mayor wanted to know can they draw up an EAP to have more than a 100 people. Town Manger stated, per Attorney Jones there is no need draw up an EAP plan because that will be stepped out in the activity section. Commissioner Joyner moved to vote for approval, Commissioner Myrick seconded. Vote carried 3-0.
- 2) Trademark Agreement (**Recommendation: Approval**): Town Manager informed the board that the information is in the packet and for the board to review and approve for consideration so Attorney Jones can move forward with the process. Town Manager informed the board about the email Attorney Jones sent out about the trademark agreement. Town Manager explained to the board the purpose of the agreement. Town Manager read Vedia Jones Richardson biography and explained that she is certified by the North Carolina State Bar as a Trademark Law Specialist. Also, she handled corporate, marketing, promotions, and product liability law, as well as IP matters, both transactional and litigation. Town Manager also, explained her Affiliations and honors. Commissioner Joyner moved to vote for approval, Commissioner Jones seconded. Vote carried 3-0.
- 3) Ordinance amendment for leaves (**Recommendation: Approval**) Town Manager stated that per the last meeting the board voted to modify the leaves collection months which is November through February and Attorney Jones drawn up an agreement. Commissioner Joyner moved to vote for approval and Commissioner Jones seconded. Vote carried 3-0. Mayor Bobbie Jones request that citizens be notified.
- 4) Acquisition updates: Town Manager informed the board that they need to table this so they can hear it from Attorney Jones. Commissioner Jones moved to vote for approval and Commissioner Joyner seconded. Vote carried 3-0.

- 5) Lift stations deeds: Town Manager informed the board that Asst. County Manager Johnson explained about the lift station when he was speaking about the District 6 project that there was an omission in turning over to the County with water and sewer. Commissioner Joyner moved to approve, Commissioner Myrick second, vote carried 3-0.
- 6) Municipality training attendance: Town Manager informed the board that Attorney Jones went to a few trainings and she was going to provide summaries of the training upon return.

XIII. Old Business

- 1) Juneteenth Resolution: Town Manager informed the board that Juneteenth was a follow up from the last meeting and the board vote to have it as a paid holiday. She provided them with a resolution that was also signed.
- 2) Vegetation Contract (**Recommendation: Approval**): Town Manager shared that Senator Finch is kept in the loop of the process out of professional courtesy. Town Manager stated that Mr. Finch is very pleased with the outcome. Town Manager reminded the board that Mr. Porter and herself did a scan of the community that has chronic vegetation in the town and went by addresses and a phased process to address needs. Town Manager gave out a handout that was given to the board from several weeks back that provides a listing of the vegetation. Town Manager stated that the Wooten home is on the list. Town Manager stated that they had two citizens to contact the Town of Princeville that they will be responsible for their on demolition. Town Manager shared that one of the citizens will demo in about 3 weeks and the other is waiting on a quote. Commissioner Joyner moved to vote for approval, Commissioner Myrick seconded. Vote carried 3-0.
- 3) Barnhill Paving/speed bumps Contract: Town Manager informed the board that the project is the second phase of the paving and the agreement by Barnhill includes paving quotes and speed bumps. Town Manager stated that it will be 8 speed bumps, two per street. Mr. Porter informed the board that they will be ordering speed bump ahead signs. Commissioner Joyner moved to vote for approval, Commissioner Myrick seconded. Vote carried 3-0.

XIV. New Business

- 1) New Hazard Mitigation Resolution (**Recommendation: Approval**): Town Manager informed the board that this plan was created by Nash Edgcombe in Wilson and stated that the Town of Princeville can use the funds for the recovery projects. Also, shared that

the final plan was awaiting approval but, the plan was before the board as a proposal for approval consideration so that current projects underway would not be hindered for funding opportunities. Commissioner Myrick moved to vote for approval, Commissioner Joyner seconded. Vote carried 3-0.

- 2) 160D Firm Proposal (**Recommendation: Approval**): Town Manager stated that the team received two submission for RFQ, and one was selected by the team that seem to be the best fit. The process is a law requirement by 2021. Town Manager stated that the legislative funding could be used for the project. Mayor Bobbie Jones stated that Upper Coastal Plains conducted the screening, so there is no need to conduct another screening. Commissioner Joyner moved to voter for approval, Commissioner Myrick seconded. Vote carried 3-0.
- 3) Fire Protection Plan Agreement (**Recommendation: Approval**): Town Manager informed the board that they have annual renewal plan with the Town of Princeville and the Volunteer Fire Department. Chief Brown stated that the contract works like any other contract and if the contract is not renewed then the Town of Princeville will have to provide their own Fire protection and it will be no protection in the town. Chief Brown stated that with the two-year contract was presented to their board, but they opted to stay with one year. No particular reason, they just wanted to keep it at one year. Chief Brown also, stated that they are getting the boats functional because they are coming into hurricane season and to be able to sustain their protection, they need operable equipment. Commissioner Myrick moved to vote for approval, Commissioner Joyner seconded. Vote carried 3-0.
- 4) Farmers Market (**Recommendation: Approval**): Town Manager informed the board that Ameri Corp and herself reviewed three bids and assessed champion to be very responsible and possess the capacity to handle the scope of work. She started that it would be a turnkey project. Town Manager provided a handout with the information of how the building will look. Town Manager recommended the largest which is 100 by 100. Town Manager stated that the ideal location is at Heritage Park. Town Manager stated that the football field will be seeded during the appropriate time and it would be ideal to include a walking trail as previously discussed. Town Manager stated they are trying to mirror the farmer's market that is in Rocky Mount on Peachtree St. Town Manager also, stated that she understands that it is in a flood zone but they are looking to have the front part leveled up because of this reason and the engineers will address this in their

plans. Commissioner Joyner moved to vote for approval, Commissioner Jones seconded. Vote carried 3-0.

XV. Executive Session:

- N.C.G.S. 143-318.11(a)(1)(6) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of United States, or not considered a public record within the meaning of the Chapter 132 of the General Statutes.
- N.C.G.S. 143-318.11(a)(4) To discuss relating to the location or expansion of industries agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations or to discuss matters relating to military installation closure or realignment.

1) Cemetery: Commissioner Jones stated that the board should table it until next month meeting. Commissioner moved to vote for approval, Commissioner Jones seconded. Vote carried 3-0.

2) Personnel: Commissioner Jones stated that the board should table it until next month meeting. Mayor Bobbie Jones asked would the be okay. Town Manager replied that it was the Board's discretion, but she would ask that decisions be retroactive. Commissioner Joyner moved to vote for approval, Commissioner Jones seconded. Vote carried 3-0.

XVI. Board Comments: N/A

XVII. Adjournment: Meeting adjourned 9:43pm. Commissioner Joyner moved to adjourned, Commissioner Jones seconded. Vote carried 3-0.

  09/21/2020  09/21/2020
Bobbie Jones, Mayor Date Lakia Roberson, Town Clerk Date