



TOWN OF PRINCEVILLE
Board of Commissioners Regular Meeting Agenda
October 19, 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, Mayor Pro Tem Commissioner Linda Joyner, Commissioner Alvin Jones, Commissioner Joe Roam Myrick (teleconference), Commissioner William Johnson

Staff Present: Town Manager Glenda Knight, Town Clerk Lakia Roberson, Attorney Dana Jones, 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- Commissioner Linda Joyner**
- III. Pledge of Allegiance- N/A**
- IV. Public Hearing-** Commissioner Linda Joyner vote to move into public hearing, Commissioner William Johnson second, vote carried 3-0.
 - 1. Mr. Ernest Vines-** emailed his statement about the property on 204 Neville Street. Please give me more time to plan demo of my property. It maybe before the end of the year. But have the Town thought about for people who want to come back to their property that they be given forgiveness on the demo and vegetation fee? That is a win for the Town and the people. Anyway, let me know.
 - 2. Michele Sharpe-Mills-** emailed her statement about the property on 103 Carney Street. I Michele Sharpe-Mills have been given permission by my father Ray Pittman Sharpe to speak on his behalf concerning the property on 103 Carney Street in Princeville North Carolina. My father currently lives in Frankfurt, Germany which is the reason I am speaking on his behalf. Therefore, I am currently looking for a cheaper quote than the one offered by the town.
 - 3. Michael Pittman-** emailed his statement in about the property that is located on 301 Howard Street Princeville, NC. In reference to the property located at 301

Howard Street Princeville, NC. I Michael Pittman just recently submitted application to NC Rebuild about the buyout program. I have no plans on renovating or rebuild this home it is a total loss. Reason why I have not done anything with property is because for a little while you hear from someone about the buyout program then they collect information then its 6-7 months before you hear back from the organization. Also, I was under the assumption that the property should have been demolished when incident first happened. There were people going around demolishing the home etc. In the beginning with all the publicity things appeared as if they were moving forward. Also, not sure how rebuild would properly be able to evaluate fair market value on a home that no longer there not to mention all the vandalism that has occurred to the property. Those are some of the things that I question. Overall, I do agree that the Town does need beautification and willing to allow demo if it is in terms with the rebuild program and fees are known upfront and agreed without interest.

4. **Margaret Parker-** mailed in her statement about the property on 98 Greenwood Blvd, Princeville, NC. I am writing to let you know I am working to resolve the abatement at 401 Mutual Blvd. The property owner is Nancy Brown. She died February 2014. She has one daughter at Skill Creations. I am, Margaret Brown Parker, her niece. I have been paying the taxes for several years. As well keep the grass cut. I am in the process of getting prices on removing the house off the property. I am asking for extension to get this project completed. Commissioner Linda Joyner asked is there a deadline to have their property demo? Mr. Porter response was they have 30 days from when the letter was sent out to reply. Mr. Porter stated that from there we would talk about what we can do. Town Manager stated that we will share 3 quotes with the property owner so they can have a variety of different vendors to choose from if needed. Mayor Jones stated in good faith effort that he will give them an extension and making sure that they are cleaning off their property and go check the property every 30 days. Atty. Jones stated that the Board can provide an extension and she thought that the statement was reasonable. Commissioner Joyner moved to close the public hearing, Commissioner Johnson seconded, vote carried 3-0.

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

1. **Rob Roberts (on-site RN) COVID 19 testers at Heritage Park-** emailed his statement in. Thanks everyone for their hospitality. Everyone has treated us so

good. The guys who came and got the trash were professional, respectful, and groomed well. The bathroom facilities are cleaned. I have done this work for 14 years and to have the head person to come check on us out of her busy schedule speaks volumes. We are incredibly happy to be here to help and thanks to everyone for the many acts of kindness. Please keep sending people to get tested.

VI. Announcement

- 1) Coronavirus update: Testing sites: Freedom Hill, Vidant walk-in clinic and Heritage Park; per Edgecombe County Health Dept. as of 10/14/2020 an update on cases; 1,667 positives; 59 deaths; 1,319 recovered; 289 actives. Mayor Jones stated that he sent out an email from Vidant that is requesting some volunteers. Mayor stated that he would be one of the volunteers and that anything that we can do to assist with the virus we should. Mayor stated that Vidant health is partner with George Washington University. Mayor also stated that participants are needed to fill out a short survey. Next, Town Clerk provided information about the testing site at Heritage Park: Princeville 129 people got tested last week and 13 were positives and 2 were incomplete. Town Clerk provided information about COVID-19 cases in Edgecombe from Edgecombe County Health Dept: confirmed positive cases were 1,778; 59 deaths; and 1,489 recovered.
- 2) Census update: Extended to 10/31/2020; 42.1%. Commissioner Joyner stated that the Census has ended. Atty. Jones stated that the supreme court had a ruling that it had extended to Oct. 14 but will get some literature about the Census extension. Mayor Jones said we really need as much funds as we can get.
- 3) Safe Halloween Pickup/ COVID-19 testing (Proposed date 10/30/2020)- Town Manager stated that we are proposing to have the event at Heritage Park. Town Manager stated that people can drive through and pick up bags of candy and what nots. The time will be from 12pm-2pm.
- 4) Election day on November 3, 2020: "YOUR VOTE IS YOUR VOICE"- Town Manager stated that she wants to know if the board will be in a agreement, if any citizens will need a ride to the poll, that we can use the van to provide service, maybe from 7:30am to 1:00pm. Town Manager stated social distancing will be implemented. Citizens will need to call and schedule a time for pick up. Commissioner Jones asked will it be a waiver to ride the van? Atty. Jones stated

anyone riding a van should sign a waiver. Atty. Jones stated that she will draw up a waiver for the citizens to ride the van. There were no objections from the board.

5) Calling post: Call Town with name and number to be added.

VII. Adjustment to Agenda- N/A

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

- 1) Mr. Porter Public Works Director- Mr. Porter presented Joshua Andrews (public works staff) with a plaque for one-year anniversary for perfect attendance a card and a gift card. Mr. Porter thanked Josh for his service and dedication. Town Manager shared that Josh get to work on time and early without license and transportation. Town Manager thanked Joshua and said it mean so much to the day to day operations to have committed and loyal employees such as yourself and to be such a role model to the Town of Princeville and you are a citizens and we totally honor you on this evening and keep up the good work. Mayor Bobbie Jones shared with Joshua to keep up the good work and thanked him for his service. Joshua introduce his mom, Vickie Knight (who was in attendance). Commissioner Joyner also, shared with Joshua that she really appreciates him for his hard work. Commissioner Jones shared with Joshua that he is immensely proud of him and his hard work does not go unnoticed, a hardworking man shows something about his character. Commissioner Johnson shared with Joshua to keep up the good work. Commissioner Myrick shared with Joshua to keep up the good work.

IX. Approval of the Agenda (Recommendation: Approval)- Commissioner Joyner moved to approve the agenda, Commissioner Johnson seconded the vote, vote carried 4-0.

A. Consent Agenda- Commissioner Joyner moved for approval; Commissioner Johnson seconded. Vote carried 4-0.

- 1) September 21, 2020 Regular Meeting and Executive Session (**Recommendation: Approval**)- Commissioner Joyner moved for approval; Commissioner Johnson seconded. Vote carried 4-0.
- 2) Special Call Meeting (**Recommendation: Approval**)- Commissioner Joyner moved for approval; Commissioner Johnson seconded. Vote carried 4-0.

X. Department Reports (See attachments)

- 1) Senior Center- No comments
- 2) Edgecombe County Sheriff Office- No comments
- 3) Ameri-Corp Service Member- No comments

- 4) Edgecombe County- No comments
- 5) Princeville Volunteer Fire Department- Chief Antwan Brown provided everyone with some pictures of the equipment that was shipped which was the trailer, boat, boat motor, and the boat flooring. Chief Brown shared he is still acquiring at least 3 quotes to have the front runways paved, at least 3 quotes to have the gutters replaced, informed everyone that its fire prevention month and they will be giving out coloring books to the kids. Chief Brown also informed Town Manager that the fire department wants to be part of the Safe Halloween Pick up on Oct. 30, 2020. Commissioner Jones wants to know did the Chief come to a resolution about the runway? Chief Brown stated the part where the rocks is, is own by the town according to the GIS map. Chief Brown stated that he sent out 4 quotes and he receive 2 quotes back and still looking into other quotes to include the gutters.
- 6) Public Works- Commissioner Jones was inquiring about the ditches being clean in Southern Terrace preventing the water from going under the citizens homes. Commissioner Jones stated that the citizens were not aware that they were responsible for getting those ditches cleaned. Commissioner Jones was inquiring showing in good faith for the public works guys clean the ditches and going forward the citizens will be responsible for cleaning out the ditches. Mr. Porter informed everyone that in good faith that once a month the team could clean the ditches. Town Manager stated that making sure the citizens will know that it is their responsibility moving forward. Town Manager shared that the District 6 project will likely cover most of that area with upgrade of sewer and water. Atty. Jones informed Commissioner Jones that the ditches would be considered private property and stay very focus on how to expand that project without a potential liability to the town. Mr. Porter informed everyone that he will investigate the area and follow up.
- 7) Finance Reports (Expenditure and Profit vs Actual)- No comments
- 8) Community Economic Development Consultants (CEDC)- Commissioner Joyner asked Town Manager to share the role of the CEDC. Town Manager shared that the company is Onyx and will be enhancing the Town of Princeville through revitalization. Town Manager stated that they are working on downtown revitalization, working with the Post Office and one primary area which is the Census. They also working with Pioneer Court, the Johnsons with the store on Main/Mutual. They are collaborating with all key stakeholders while preparing a

comprehensive plan by a six month benchmark. Also, under this umbrella is the Farmer's Market, there will be a team working very closely with Onyx setting guidelines trying to enhance the aspect of the Farmer's Market. The hope is that Mr. Hines will oversee the preliminary aspect of Farmer's Market because he provides support across the state. Town Manager stated that they will be tasked with the 53 and 88 acres. Town Manager stated that they are collaborating with NC State with the flood print plan and the 160D. Town Manager stated they will get monthly reports. Commissioner Joyner stated that it's very important to keep the citizens in the loop of all the things that is going on so that when they hear negative things they can say no that is not true cause we have this going on and have this happening. They will be informed.

XI. Town Managers Report:

1) Town Hall- (Recommendation: Approval)

- a) K.H. Smith Communications (amended quote for live screen and reporting meetings)- Town Manager stated that they have been doing bi-weekly meetings going to the site and to see the progression of the site, that gives everyone an opportunity to ask clarifying questions and to follow up and follow through. Town Manager informed everyone that this proposal is the camera system for the town hall to have live screen recordings of the meetings. Town Manager stated that that town should not miss any opportunity for growth and forward thinking while the Town Hall is under rehab. Atty. Jones asked if there were any dropdown screens or movie type screens or large televisions in the proposal that will allow the visual? Town Manager stated that it will be two 70-inch screen tv and one 60 inch in the chambers for the board of commissioners. Atty. Jones stated that if the company can lay the numbers of cameras and the design of the cameras before installing them and have a good understanding before installing them. Town Manager informed Atty. Jones that this is not the primary scope of work, that Rescue Construction Solutions has what she is speaking of stepped out in their scope of work and she would be willing to share offline. Town Manager stated that the digital board was shipped and that the details are being worked out. Town Manager presented countertop, floor and carpet choices and shared the recommendations of the on-site team. The Board viewed and didn't have

any objections. Commissioner Joyner moved for approval; Commissioner Jones seconded the vote. Vote carried 4-0.

- b) Rescue Construction Solutions (change order- Build and Set Generator Platform) -Town Manager informed everyone that this contract is for the generator for the Town Hall. Town Manager shared that the generator will be above flood level about 10 feet high in the back of the building. Town Manager stated that every time we get a change order she send over to FEMA so they can stay in the loop and know what things are changing and if they have any clarifying questions she want to be able to address those questions. Commissioner Joyner made a motion to approve the change order for Rescue Construction; Commissioner Jones seconded. Vote carried 4-0.

- 2) Senior Center-Town Manager stated that Burney and Burney are moving along with the project. Town Manager stated that the unsuitable soil had been addressed. Town Manager stated that they had a subcontractor to remove the tree and thanked Mr. Porter for getting a subcontractor. Mayor inquired about why water was left running all weekend long. Town Manager stated that was for the storm water project but not sure why it ran the entire weekend and would follow up in manger's report.
- 3) Museum- Town Manager stated that they are waiting for SHPO in order to step up with the process. Town Manager stated that they will have the next task force meeting on the 22nd of this month. Commissioner Joyner asked Town Manager is there anything the Mayor or herself can do to step that process up? Town Manager ask for support from the Board, maybe a letter of support so it can be sent out to FEMA, SHPO, and Oakley and Collier she stated all support is good. Board asked Atty. Jones to draft letter. She agreed.
- 4) Matthewson House- Town Manager stated that everything was wonderfully neat and clean, and they tidy up their work that was done at the Matthewson house. Town Manager stated that the Herring group extracted every piece from the house that could be taken and she thanked the Herring group for keeping the things neat and in order with preservation until the museum open. Town Manager stated that the Herring group provided a summary as if she was staying in the house. Town Manager stated they will continue to follow the Town until the museum is open. Town Manager stated that Kelsi was spectacular seeing the

project unfold from the beginning to the end. Kelsi got NC State to do some digital pictures. Commissioner Jones ask if there were an inventory list that was taken from the house into the storage unit. Town Manager stated that everything can be accounted for and they can tell you where every item is in the storage unit because the team was very intentional and used their expertise.

- 5) Heritage Park, Farmer's Market, and Mural Preservation (**Recommendation; Approval**) – Town Manager stated that they have a friendly reminder of what the Wooten Company is doing on this site for the Farmer's Market by including the document of the site plan in the packets, that include a walking trail. Town Manager asked the board to look closely at the agreement of the Farmer's Market Design sent by Atty. Jones. Town Manager stated that the agreement will have to be sent to OSBM for approval. Atty. Jones confirmed that to be a great start with OSBM. Commissioner Joyner moved to table the preliminary site design until further investigation. Commissioner Jones seconded. Vote carried 4-0.
- 6) 53 acres- Town Manager stated that she is still waiting for the county to sign over the remaining CDBG funds. Town Manager stated that Laura Hogshead is out on maternity leave but contacted her colleague and has not heard back yet. Town Manager stated that the county has approved to sign over the remaining funds to the Town of Princeville so it will go towards our infrastructure at the 53 acres. In addition to that as of the 9th of Oct. the town did submit a letter to BRIC funds for the infrastructure, so they are waiting to hear back whether they were approved that the Economic team is matched with the potential owner for support in understanding and meeting timelines which is rigorous. Town Manager stated it is a national grant and it is extremely competitive, and the Town Manager hopes that the Town of Princeville will be amongst those recipients to get awarded. Town Manager stated that this will be a major contribution for the infrastructure at the 53 acres she also stated that they are still having supported conversation with the potential new owner about Pioneer Court.

XII. Attorney Report

- 1) Community dumping ordinance- Atty. Jones stated that the town current dumping statue is kind of light with penalties, noted in the last page of current ordinance. She stated that there were some concern from citizens about dumping on the property. Atty. Jones stated that the person will get a class 3 misdemeanor and

subject to a fine not to exceed \$50 or imprisonment not to exceed 30 days.

Commissioner Myrick asked who will enforce the rule if someone get caught dumping? Atty. Jones stated that the town will do the enforcing, but like anything else we will send out a notice and the citizens can appeal that decision

Commissioner Myrick responded that the town will likely need help enforcing the ordinance.

- 2) Trademark- Atty. Jones stated that she tried to get approved through OSBM, but it was not successful. Atty. Jones stated that it was not the kind of work they wanted to be engaged in and the town would have to pay for it. She stated that they can use what is called poor man copyrights by, starting to use the Town's own logos coffee mugs, t-shirts and putting it out for sale with all items from the Town. Atty. Jones stated that the Town will continue using the sailing process.
- 3) Flood print- Atty. Jones stated that she will add the flood print agreement lease all in one. She stated that she will get with the Town Manager to find certain areas that they want to lease and then that program can be identify and explain on our website. Atty. Jones stated that the Town should have a lease agreement up to maintain their lot, and that with the lease agreement would include what the rights are, and the responsibilities of those leasing the properties she asked that the board provide some amounts to complete the agreement as soon as possible . Town Manager stated if we can have a quick turnaround within a week no later than two weeks, with the proposed fee's then the Town can move forward into the next phase. Atty. Jones encourage the board to consider if the citizens will pay monthly or yearly on the property. Mayor Jones asked the board to respond within a week.
- 4) Cemetery- Atty. Jones stated that she had no recommendations and that it need more guidance. Atty. Jones stated that the board need to come up with some ideas and come together and really discuss the cemetery because it is a huge undertaking. Mayor Jones stated that the Town need to have something in the contract for the citizens to keep up their plot once its purchase. Atty. Jones stated that after the citizens purchase the plot it should be their responsibility to maintain, but after a certain amount of years it seems to reverse back to the Town. Atty. Jones stated that a full workshop session would be appropriate so that the board could come together about the cemetery in search for resolution.

- 5) USDA funds- Atty. Jones stated that she did not know what else is outstanding, she requested to see if the town applied for any grants in the year 2015 to present. Atty. Jones stated that she spoke with the state office to get that request. Mayor stated that at least go back to when he came into office in 2014. Town Manager stated that Adkins (through text) recommended going back as far as Mayor Priscilla Everette. Mayor Jones informed Atty. Jones to go back as far as 2010.
- 6) Flood print lease agreement- Atty. Jones will handle the development after hearing back from the board in one week.

XIII. Old Business

- 1) 2020 Retreat (Commissioner Joyner)- Commissioner Joyner stated that the board do have a lot of things to discuss but do not have to do a retreat maybe, a workshop to get some things resolve. Commissioner Joyner stated that we need to find a place and its something that we need to do face to face, to start brainstorming about the future of Princeville. She recommended workshop can be around December and will let everyone know the early part of November. No further questions.
- 2) Southern Terrace speed limit signs-Mr. Porter stated that the 25 mile per hour signs were replaced with 15 mile per hour sign in Southern Terrace. Mr. Porter stated that Southern Terrace were all town streets which made it easier and he consulted with NCDOT to ensure.
- 3) First Street Paving- Town Manager stated to the board that she was following up in the Mayor email if they had any questions about paving the entire First Street. Mayor stated that he wanted to know are we using the town money to pave the county streets. Town Manager stated that it was presented to the board and discussed about where the county begins and ended on First Street. Town Manager stated that the board approve to move forward on the paving with no restrictions. Town Manager stated that the next step that seem to be best practice to reach to the county to get permission to pave First Street, and didn't want to leave a portion of the road unpaved because it would likely upset citizens and be incomplete. Town Manager stated that the county has a small portion of the street and signed permission for their portion to be paid.

XIV. New Business

- 1) Property Taxes- Town Manager stated that the Mayor requested addresses for property taxes that the town now owes after the acquisition is complete.
- 2) BRIC funds- Town Manager stated that it will be 600,000 grant money that the town can get if its approved and also depending upon the total and number of approvals, it could be made.
- 3) County Grant- Town Manager stated that the county has some funds in the amount of 20,000 that the county extended invitation for the town to apply under recreation. Town Manager stated that it will be for community recreation and enhance the physical activity for the adults and youth. Town Manager stated that she included Heritage park to receive more equipment for the playground like a volleyball net, monkey bars, etc.
- 4) Communication Publication outline- Town Manager stated that this is the part to get overly excited about, in the Town doing a magazine, similar to the Town of Tarboro magazine. She informed the board that the Table of content was before seeking any request before them. Town Manager informed the board to choose a title that will be best for the magazine and she threw out some name's the team came up with for the magazine. Town Manager stated that they had two vendors and it was VIP near Wesleyan College and a local one. She stated that VIP can complete in two days and she thought that they were the best fit. Town Manager stated that if she would pick one it would be Princeville's Spotlight, because it spotlights everything that goes on in the town. Town Manager stated that putting the magazine in the Town of Princeville businesses would be a good start and generating sponsorship. Commissioner Joyner moved to approved, Jones seconded. Vote carried 4-0.

XV. Executive Session: Commissioner Jones moved to vote to go into executive session; Commissioner Joyner seconded. Vote carried 4-0.

- 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.

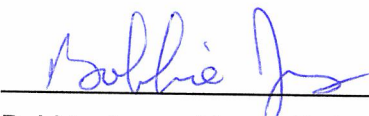
- 1) Acquisition (Atty. Jones)- Commissioner Joyner moved to set the amount that Atty. Jones agreed with and for the beautification of the two locations which is 109 Beasley Street and Lot 22 Princeville Ext. Commissioner Jones seconded the vote. Vote carried 4-0. Commissioner Joyner move to vote RFP for the 88 acres to go out and, Commissioner Jones seconded the vote, vote carried 4-0.
- 2) Community Properties-Executive session
- 3) Personnel I- Commissioner Jones moved to vote for a 5% pay increase, retroactive from Aug. 19, 2020. Commissioner Joyner seconded the vote. Vote carried 4-0.


Commissioner Joyner moved to vote to end executive session, Commissioner Jones seconded the vote, vote carried 4-0.

Commissioner Joyner move to vote to go back into regular session, Commissioner Jones seconded the vote, vote carried 4-0.

XVI. Board Comments- Commissioner Joyner thanked the citizens for chiming in and your concerns that goes on in the Town of Princeville. Commissioner Joyner stated that they do have things going on in Princeville and she is thankful for the board to work together and pull together to get thing done. Commissioner Joyner stated that it was things in the past that was supposed to happen and did not happen and now they are. Mayor Jones informed the citizens that he appreciated all the support, and we are building back bigger, better, and bolder.

XVII. Adjournment- Commissioner Joyner vote to adjourn the meeting, Commissioner Johnson seconded, vote carried 4-0. Meeting adjourn at 10:16 pm.

 11/16/2020
Bobbie Jones, Mayor Date

 11-16-2020
Lakia Roberson, Town Clerk Date