



TOWN OF PRINCEVILLE

Board of Commissioners Regular Meeting Minutes

April 20, 2020 7:00PM

3003 North Main Street, Tarboro, NC 27886

Teleconference in the wake of the Governor's Executive Order 121 relating to COVID-19

§ 143-318.13(a). Electronic meetings; written ballots; acting by reference. (a) Electronic Meetings. – If a public body holds an official meeting by use of conference telephone or other electronic means, it shall provide a location and means whereby members of the public may listen to the meeting and the notice of the meeting required by this Article shall specify that location. A fee of up to twenty-five dollars (\$25.00) may be charged each such listener to defray in part the cost of providing the necessary location and equipment.

Board Present: Mayor Bobbie Jones, Mayor Pro Tem Commissioner Linda Joyner, Commissioner Alvin Jones, Commissioner JoeRoam Myrick (call in), Commissioner William Johnson (Call in)

Staff Present: Town Manager Glenda Knight, Attorney Dana Jones (Call in), Town Clerk Natasha Barret 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 Alvin Jones

III. Pledge of Allegiance- Cited by all

IV. Public Hearing

1) Pursuant, §160A-81, A public hearing is being held to hear the citizens input on developing a "festival ordinance". The ordinance will impose a permit requirement/fees, consider alcohol sales, charges for public works maintenance and other conditions.

a. Kelsi Dew (read by Clerk) -I am in support of the town adopting a Festival Ordinance. Many towns across the east have moved forward with similar ordinances that brought in tourism, events, revenue, etc. that I believe could be beneficial for Princeville and our community

- 2) Festival Ordinance motioned to by Commissioner Linda Joyner, seconded by Commissioner JoeRoam Myrick (4-0)

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

- a. Ed Bridgers- Asked the Board for an update on the traffic light that the Town was approved to receive. Town Manager Glenda Knight responded she spoke with Senator Toby Fitch and he said in wake of Covid-19, it has been difficult to get answers and to reach back out before the month is out,
- b. Kelsi Dew- I would like to thank the Town of Princeville Public Works crew for cleaning up the lot across the street from my home on Greenwood Blvd. So far, no other debris have been discarded in this area.

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- c. Greg Higgs- Asked if he needed to come before the board to set up a single-wide mobile home in Southern Terrace. Mr. Higgs wanted to know if there was a record that shows the Public Works is responsible for maintenance of the cemetery. He wanted to know why the streets from first to sixth look bad and not receiving maintenance like the cemetery. Mr. Higgs asked why the leaves have not been picked up recently. Mr. Higgs also wanted to know why there was only one sheriff patrolling Princeville. The Mayor directed him to get response from the Town Manager. Town Manager replied that she will respond accordingly.

VI. Announcement (Read by Mayor)

- 1) Coronavirus updates (Executive Orders 121, 122, 124)

VII. Adjustment to Agenda (Approved 4-0)

- 1) Storm water added to Town Manager report
- 2) Prayer at Freedom Hill added to new business
- 3) Senate Bill 363 added to old business

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

IX. Approval of the Agenda (Approved 4-0)

A. Consent Agenda

- 1) March 16, 2020 Regular Meeting and Executive Session Meeting minutes.
- (Approved 4-0)

X. Department Reports (See attachments)

- 1) Senior Center
- 2) Edgecombe County Sheriff Office
- 3) Edgecombe County

4) Princeville Volunteer Fire Department

a. Plumbing issues status

Chief Antwan Brown said the job is pretty much complete and they are able to use the facilities. Mayor reminded the Chief that they should be practicing social distancing. Chief replied, yes, they are using COVID-19 precautionary measures.

5) Public Works- Mayor Bobbie Jones said they were doing a good job especial on Otis he's never seen it that clean before. Commissioner Linda Joyner said the do not dump signs are working on Neville Street.

6) Finance Reports (Expenditure & Profit vs Actual)

a. Expenditures- Mayor Bobbie Jones said the Town will have to watch expenditures under general fund and be careful of how much funds the Town will have next fiscal year.

b. Profit vs Actual

c. Board set May Budget Workshop for May 28th at 6:00pm.

XI. Town Managers Report:

1) Recovery projects

- a. Town Hall- Town Manager announced that the recovery projects are going well and the contractors are very responsive. She said the team conference every other week. Town Manager said that they did identify a citizen for the Turner Prince Project.
- b. Museum- Town Manager asked the Board to look at the closed and open samples provided. Commissioner Alvin Jones made a motion to approve the closed option, seconded by Commissioner Linda Joyner. **(Approved 4-0)**
- c. Levee- Town Manager informed the Board that the last contact with Army Corps of Engineers that she was told it would be 6-9 months process. Commissioner Linda Joyner said she was not satisfied with that timeframe. Town Manger said she will reach back out to them to get clarity on the timeframe but it seems that they are likely assessing for additional data and updates.
- d. COVID-19 Relief Funds- Town Manager informed the Board that she registered the Town to receive relief funds through FEMA for any supplies and services secured in wake of COVID-19 and was waiting on a manager to be appointed for guidance.

- e. Senior Center- Town Manager said the Senior Center is moving along and an open bid took place on April 20th through virtual. She said the next step would be the contractors submitting their RFQ's, then the committee will make a decision.
- f. US Census- Town Clerk gave an update on the Census. She said as of now 33% of Princeville citizens have completed the Census. The Town Clerk said she as well as the Finance Officer have been calling citizens. She said that the Public Work staff passed out flyers. She also said they will continue to advertise until the percentage is up. Town Manager added that staff have even helped a few citizens that took only a few minutes.
- g. Flood gates- Town Manager said she did receive a report from Edgecombe County Director and there has been an environmental review now the wait is for Town and County to settle SRA. The ball is in the County's court. The Town has met all requests by the County.
- h. 53 Acres- Town Manger said everything is moving along searching for funding resources
- i. Storm Water Project- Town Manager informed the Board that they did have an open bid virtual. She said the recommendation was Barnhill, their bid was the lowest. Commissioner Linda Joyner made a motion to approve Barnhill Construction for the Storm Water Project, seconded by Commissioner Alvin Jones. **(Approved 4-0)**

XII. Attorney Report

- 1) Closing statuses- Attorney Dana Jones said the first closing is completed and went smoothly. She thanked the Town Manager and Finance Officer for making sure all the numbers were accurate. Attorney Jones said there are four more properties that are pending and one that is waiting appraisal. Attorney Jones said there is still talk with the realtor Carlton Jones on the Matthewson house and she will follow up with updates.
- 2) Planning and development statutory changes (historic and new Princeville)- Attorney Dana Jones informed the Board that there are revisions that have to be made and she will be focusing her attention on make those revisions, later providing an update.

XIII. Old Business

- 1) Downtown Strong documents update- Town Manager presented the outline and bylaws Downtown Strong Committee per request from the last meeting. There were no

questions. Motion to approve the Downtown Strong documents by Commissioner Alvin Jones, seconded by Commissioner Linda Joyner **(Approved 4-0)**

- 2) Senate Bill 363- Town Manager informed the Board that the Town does have 3.2 million dollars remaining from this Bill and the funds expire in 2021. She said the office of State Budget Management wanted to know what else the Town is anticipating to do with the remaining funds. Town Manager asked the Board to revise one of the 3 previous approved positions, to replace the historical position with a finance position to add extra support in the finance department. Town Manager said the historical position will be covered through Ameri-Corp. Town Manager asked the Board to think about the Town needs and let her know by May 12th so she can give State Budget Management a response.

XIII. New Business

- 1) Fire Station Cookout
- 2) Cerebral Palsy- Town Manager explained that a friendly reminder was provided to the citizen of the written letter, that if a citizen wants to put up a bulletin, they would have to come before the Board and give a presentation. Commissioner Alvin Jones read a letter from Minnie Baine who posted the cerebral palsy bulletin. In the letter she asked the Board to recognize Cerebral Palsy Month and National Cerebral Palsy day. Commissioner Alvin Jones motioned to approve the recognition of cerebral palsy month in March and recognize cerebral palsy nation cerebral palsy day on October 6th, seconded by Commissioner Linda Joyner. **(Approved 4-0)**
- 3) Conservation Trust "Seeding Resilience" project- Town Manager explained the breakdown on the project. She said this project would be good for the school and the storm water project. Commissioner Alvin Jones made a motion to approve, seconded by Commissioner Linda Joyner **(Approved 4-0)**
- 4) Digital Bulletin
 - a. Focus Digital Display
 - b. Stewart Signs- The samples of digital board were presented to the Board. The Town Clerk gave her findings on what each company had to offer and what seems to be the best quality. Town Manager added that she reviewed and had extensive conversations with Stewart Signs and offered recommendation to support the Town Clerk's recommendation of Stewart Signs. Commissioner Linda Joyner made a motion to approve Stewart Signs, seconded by Commissioner Alvin Jones. **(Approved 4-0).**

- 5) Prayer at Freedom Hill- Commissioner Linda Joyner brought to the Board the idea of having a day of prayer at Freedom Hill. She said it would let the citizen of the Princeville know that they are thought about and prayed for. Mayor Bobbie Jones said that mental health is also important with the pandemic. Commissioner Alvin Jones made a motion to come up with the day for prayer at Freedom Hill and include the area pastors, seconded by Commissioner Linda Joyner. **(Approved 4-0)**

XIV. Executive Session: Motioned by Commissioner Linda Joyner, Commissioner JoeRoam Myrick seconded (Approved 4-0)

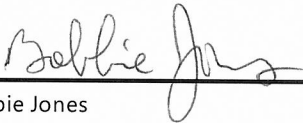
- N.C.G.S. 143-318.11 (a)(4) To discuss relating to location or expansion of industries agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations or to discuss matters relating to military installation closure or realignment.
- N.C.G.S. 143-318.11(a)(1)(6) 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
 - 1) Flood print/Land Management Plan- Professor Andrew Fox and Travis Klondike provided the Board with a presentation of the 3 flood print/land management plan options. Board members asked multiple questions that were answered. They agreed that the options were well thought out and that they were impressed. Commissioner Alvin Jones made a motion to approve the plans, seconded by Commissioner Joyner. **(Approved 4-0)**
 - 2) Land Acquisition (Historic Downtown Princeville)- Attorney Jones discussed how the downtown area could specifically enhance the Town's economic development in alignment with NC State findings. She stated that more work and research needed to be done associated with cost.
 - 3) Personnel- Attorney Dana Jones provided the Board with a follow-up on a personnel matter. She provided her professional feedback and asked the Board if they assessed differently. The Board agreed to continue as plan per Attorney Jones guidance (Approved 4-0).

XV. Board Comments- Commissioner Linda Joyner urged the citizens to be careful in compliance with COVID-19. She also wanted to urge citizens to complete the census. Commissioner Alvin Jones said if there is ever a concerned especially in ward 4 to feel

free to give him a call. Commissioner Jones thanked Town Manager Glenda Knight for a good job with administration.

Mayor Bobbie Jones said we need to make sure that we put voting on the radar to prepare for voting by getting mail in and absentee ballots.

XVI. Adjournment- Commissioner Joyner motioned to adjourn, seconded by Commissioner Alvin Jones at 9:20pm.

X 
Bobbie Jones
Mayor

X 
Natasha Barrett
Town Clerk

