



TOWN OF PRINCEVILLE
Board of Commissioners Regular Meeting Agenda
February 15, 2021 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 (Not Present), Commissioner JoeRoam Myrick, 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)- Mayor Jones**
- II. Invocation- Commissioner Linda Joyner**
- III. Pledge of Allegiance- N/A**
- IV. Public Comments: (Limited to 2 minutes. Read by Clerk)- N/A**
- V. Announcement**
 - 1) Coronavirus update: Testing sites: Freedom Hill, Vidant walk-in clinic and Heritage Park. Mayor stated that the total number of people that has been tested were 1,597 and the total number that were positive 144 which is 9% positivity rate that is above State recommendation. Commissioner Myrick asked how many residents are from Princeville that were tested positive? Town Manager replied that it is tallied by site based upon traffic.
- VI. Adjustment to Agenda- Town Manager request to add number 5 to be Property Taxes from Acquisition under Attorney Report. Commissioner Joyner moved to approve to adjust the agenda, Commissioner Myrick seconded. Vote carried 3-0.**
- VII. Approval of the Agenda (Recommendation: Approval)- Commissioner Joyner move to approve the agenda; Commissioner Myrick seconded the vote. Vote carried 3-0.**

A. Consent Agenda- Commissioner Johnson move to approve the consent agenda, Commissioner Joyner seconded the vote. Vote carried 3-0.

- 1) January 25, 2021 Regular Meeting and Executive Session (**Recommendation: Approval**)- The Board decided to table the approval of the minutes until next Monday. If there are not any corrections from the board by Monday, the Mayor will sign the minutes and it will be uploaded to the website and filed.

VIII. Department Reports (See attachments)

- 1) Public Works- Public Works Director Rydedrick Porter stated that with the stormwater project the contractors are replacing the pipes on Beasley Street and Main Street. He stated that the contractor was unable to turn off the water to connect the two pipes. Public Works Director stated that it was two options: 1. Turn off over 100 plus citizens for about 4 to 5 hours hoping that would resolve the issue. 2. Replace the line for future purposes so the problem would not happen again. Commissioner Myrick asked did the contractors change all the valves or just the one valve? Public Director replied that the valves that he is questioned about were damaged due to the age of the valves. Commissioner Myrick asked do the Town have existing problems with the other valves or do the one main valve control the entire flow? Public Works Director replied that the contractor recommendation is to change that one valve. Town Manager stated that the contractors are working in sections, so if there is another discovery once the contractors get into another section of this project, the contractors will send over another change order if its warranted. Town Manager stated when the Town receives a change order on FEMA reimbursable projects, often it's sent to FEMA initially for review and approval. This one went and was approved. Also, Public Works Director provided information that Edgecombe County Water and Sewer he was informed that most town maintain their storm drainage. He stated that he reached out to some smaller towns on how they maintain their storm drainage for example, the Town of Tarboro stated that they have a small team and have equipment to do it and Spring Hope have a contractor to have their storm drainage cleaned out. Public Works Director has reached out to a few companies and currently waiting for the quotes and what would it look like annually, semi-

annually, and bi-annually. Public Works Director provided information about surplus the items which is the grill, picnic tables, and the two barns at Town Hall. He said that the Town Hall will have one large barn to accommodate supplies because there is limited inside space. Commissioner Myrick ask where will the funds come from to purchase a barn? Town Manager said the funds will come from the insurance proceeds that was provided for disaster recovery for the Town Hall. Commissioner Myrick ask can the benches be utilized anywhere else? Town Manager replied not at this time. Mayor asked what type of condition are they in? Public Work Director said they are in fair condition. Commissioner Myrick asked what is the status of the generator? Public Works Director replied that him and his lead person had a training class last Wednesday at Town Hall and did a practice run on the generator. Commissioner Myrick asked what it the start up time? Public Works Director stated that if the Town Hall were to lose power the startup time is 3 seconds. Commissioner Joyner made a motion to move forward to surplus the items, Commissioner Johnson seconded. Vote carried 3-0.

- 2) Finance Report/Tax collection- Per Mayor's request, Town Manager stated that the check 1778 was a part of Town Clerk payroll check of the hours that was unpaid and check 1801 for Alice Johnson was for training for the clerk. Commissioner Myrick asked about check 1802 that was made out to Wall Recycle? Town Manager replied they were the vendor used for, the bin to remove the items from the Matthewson house and the remaining \$275.00 balance was paid, and it is also reimbursable through OSBM.
- 3) Senior Center- No questions
- 4) Princeville Volunteer Fire Department- No questions
- 5) Edgecombe County Sheriff Office- No questions
- 6) Edgecombe County- Town Manager stated that Michael Matthews has moved passed the negotiation with the lift station with the district 6 project and the next step is to reach back out to USDA to update them on their price of negotiation and if it approves by USDA, they will be ready to move forward with the District 6 project which includes water and sewer and meters upgrades.

IX. Town Managers Report

- 1) Town Hall- Town Manager stated that the projection completion date is March 17, 2021. Town Manager stated that its very urgent to identify furniture especially for the kitchen area. Commissioner Myrick asked if Town Manager was going to pick out the furniture or bring pictures for everyone to decide? Town Manager ask the board to consider furniture approval to move the project forward and she would include updates in weekly manager's report. Mayor asked will the furniture be on back order due to the pandemic. Town Manager replied that it could be an issue but Oakley and Collier representative, Jessica has referred the Town to a contractor out of Greenville and they have a warehouse with overstock items and the Town Manager will meet with them next week. Commissioner Joyner added that the bright lights should be another mean of security and the security camera that will be installed can reached at the Senior Center and the stop light.
- 2) Senior Center- Town Manager stated that the Senior Center is progressing, and the contractor is at 75% completion of this project. She said she will continue to have monthly onsite visits with the Construction Administrator. Mayor asked if the camera system will reach the back of the Senior Center? Town Manager stated that the camera system will likely not reach the back part of the building across the street but it's a very well-lit area. She also shared that the anticipated completion date is June.
- 3) Museum- Town Manager stated that she is still having conversation with SHPO and FEMA as it relates to the 106 review with historical structures. She said she was on call with Dr. Bell (NC Emergency Management) and her team giving updates and waiting to hear back from the manager of the evaluator with SHPO.
- 4) Heritage Park: Farmers Market, walking trail, and basketball court- Town Manager stated that OSBM approved the site design for the Farmers Market, walking trail, and basketball court. Commissioner Myrick asked if the scope of work from Wooten has a layout? Town Manager replied that it was an amended scope of work that will include site design drawings. Attorney Jones added that she attends all the OSBM meeting, and the Town Manager is always in compliance of every single dollar that is spent. She also stated that initial approval is always with OSBM.

- 5) 53 acres- Town Manager stated that the town have two land acquisition that need to follow through and follow up on and one of them is the connectivity with the 53 acres on Lynch Drive. Town Manager replied that the \$3.4 million from CDBG-DR that the county transferred over will also be included for Phase 1 and the match request of 12 million dollars will come from Legislative appropriate funds that was highlighted when the Town applied for the BRIC grant. Commissioner Myrick inquired about the RFQ for land usage on the 88 acres. Town Manager replied that she would recommend to rescind the RFQ so that it will not disrupt the preliminary process with the possibility of necessary studies. Commissioner Myrick made a motion to rescind the RFQ for the 88 acres, Commissioner Joyner seconded, vote carried 3-0. Town Manager shared that apart of the legislative funds will be obligated for the infrastructure. She also share with the board a tentative probable cost analysis to obligate the remaining funds before the June 2021 deadline that include mostly work on the 53 acres. Town Manager recommended to obligate the funds under the current scope of work and the additional shown tonight. Commissioner Joyner made a motion to obligate the Senate Bill fund prior to the deadline as captured by Town Manager and in documentation, Commissioner Johnson seconded, vote carried 3-0. Town Manager also shared that the connectivity to the 53 was identified with Lynch Street in Southern Terrance and that resuming pursuit of one if not both would be instrumental. Commissioner Myrick inquired about the 88 acres and usage. Town Manager responded that the connectivity will be with the purchased land on King Ave. As a reminder that if selected for the BRIC funds, the 53 acres would easily so into Phase 1. Town Manager added that as all projects are underway which increases the urgency to get in front of audits. She went on to share, that the Local Government offered a CPA firm referral and she met with Mr. Isley (CPA) on his services by which OSBM shared that funds could be used to cover the expense. Commissioner Myrick inquired about other funds. Town Manager reminded the board that a SRA had been signed by the Town and NCORR to the tune of 3.4 million that the board approved for infrastructure.

- 6) Floodgates-Town Manager stated that the team selected Sungate to conduct work with this project. Mayor asked will that take care all the floodgates? Town Manager replied that it will not, that the scope of work will include Floodgate at the the railroad to the left and three on 258 and those are the ones greater need were assessed to be in, although no repairs have been done to any.
- 7) Century link-Town Manager stated that the town is still researching for a more cost-efficient price for monthly service. But there was a one-time installation fee of \$16,047.00 that is FEMA reimbursable that needs the board's vote:
Commissioner Joyner asked will there be anything greater with Lumen than with Century link? Town Manager replied that it was explained by Lumen representative that the Town will receive higher fiber to a building that does not currently have fiber and subsequently better service and internet. Attorney Jones stated that she would like to review the agreement again because it is referring to other master service agreements that is not part of the contract. Commissioner Joyner amended a motion to include contingent upon a favorable review by Attorney Jones, Commissioner Johnson seconded, vote carried 3-0.
- 8) Stormwater (change order follow up)- Public Works Director stated that the construction will be replacing the valves on Main and Beasley Street.
Commissioner Joyner move to approve the stormwater change order, Commissioner Johnson seconded, vote carried 3-0.
- 9) 160 D (Survey)- Town Manager stated that there was a community outreach conference that took place on February 11th at 6pm. She said Stewart representatives stepped out the reasoning for the 160 D to the citizens.
Commissioner Joyner stated that the citizens who was on the conference call was very engaging, vocal, and shared their preferences for certain things.

X. Attorney Report

- 1) Dumping Ordinance- Attorney Jones stated that she recommends to table this item because Commissioner Myrick provided some information that will assist with enhancing the ordinance. Attorney Jones stated that she wants to add recycling to the ordinance and do a rewrite. There were no objections by the board.

- 2) Community Garden Lease Agreement Plan- Attorney stated that the agreement is for anyone that want to beautify the community and occupy the Town's available parcels. Mayor asked do the agreement need a dollar figure amount per individuals. Attorney Jones replied that it will be based upon the size of the location and looking at the tax value of those properties.
- 3) Property Lien-Attorney Jones stated that the acquisition was back in 2010 and in August the County place a lien on 306 Mutual Blvd. She said the lien was for various services that was rendered to the property; demolition, clean up, and title examination. Attorney Jones stated that the town must have gave permission or it was already in progress and the town may not have known it was already. Mayor asked did the County taken ownership, and the building was still standing, and it was already in progress to be torn down? Attorney Jones replied someone agreed and the taxes has not been paid in 11 years. Attorney Jones asked what is the plan for the property? Town Manager replied that the town was approach to purchase the property. Town Manager recommended to ask the County for forgiveness for the taxes owed. Commissioner Myrick stated that the town never received a bill. Attorney Jones stated that she will reach out to Edgecombe County Attorney.
- 4) Cemetery- Attorney Jones asked who can the town find to give a professional recommendation on this issue? Town Manager recommended Kelsi, who now serves as the Historical Coordinator, but by her also working with the Town of Bethel, they secured a cemetery expert by which Kelsi coordinated. Commissioner Joyner stated that it's important that the cemetery is up to par and represents the town well. Attorney Jones replied that people own plots, and different parts of the cemetery which makes it complicated. Attorney Jones asked how the town get out of the cemetery business completely or if the town wanted the responsibility to have certain guidelines and policy and procedures in place. She agreed to reach out to Kelsi.
- 5) Property taxes for Acquisition- Attorney Jones stated that the list of properties that the town purchased had outstanding taxes. Attorney Jones stated that the town was given credits because the County didn't have tax records and the

errors was in the town favor but now anything that is outstanding the town owes. She said she would like to reconcile that with the tax office and want to see the credits in the settlement agreement and how the county determine a credit if the county didn't have access to the information. Town Manager asked would the outstanding taxes be a reimbursement through OSBM because it was a part of the acquisition process? Attorney Jones replied that it could be assessed but seemed possible.

XI. Old Business

1) Catholic Charities- Town Manager stated that Catholic Charities will mobilize on February 19th and they will start in Southern Terrace on King Ave. and Walston Street and will repair six structures from United Methodist unfinished projects.

2) Prince Court- Town Manager stated that she spoke with the owners and they are very excited, and they are in Maine, but the contractors are out of Greenville. Town Manager stated that the owners are very interested about how much insurance will be because the apartments are in lowest area of the community. Town Manager stated that their intent is to gut out units and refurbish.

3) Follow up Suddenlink letter- No questions

4) SRA- Town Manager stated that the sub-recipient agreement has been signed and waiting to hear back from Laura Hogshead with her signature so the funds can transition over to the town. She also said that the town will be having an affordable housing meeting on February 17th.

XII. New Business

- 1) 136th Celebration- Town Manager and Board arrived at having the 136th celebration virtually on the 20th at 3pm on Freedom Hill. Town Manager gave a memorable mug keepsake to each Board member and staff to recognize the late Honorable James Ed. Bridgers.
- 2) American Red Cross Blood Drive Interest- Town Manager stated that she spoke with Jessica that is an employee with American Red Cross and they are interested in hosting a blood drive at the Town Hall. Mayor stated any date will be good.

XIII. Executive Session: Commissioner Joyner moved to vote to go into executive session, Commissioner Johnson seconded. Vote carried 3-0.

- 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.

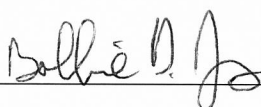
- N.C.G.S. 143-318.11(a)(4) To discuss relating to the location or expansion of industries agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations or to discuss matters relating to military installation closure or realignment.

Commissioner Myrick moved to end executive session; Commissioner Joyner seconded. Vote carried 3-0. The board vote on the following: Commissioner Myrick moved to go back into regular session, Commissioner Johnson seconded. Vote carried 3-0.

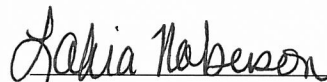
- 1) Economic Development-No action
 - a) Acquisition (Beasley and Mutual)
- 2) Personnel-No action

XIV. Board Comments- Mayor thanked the citizens for joining the meeting and making a lot of progress in the town of Princeville. He also recognized the late James Ed. Bridgers and want to make sure that the town will continue to do things to make him proud and his family. Town Manager stated that the next publication of Princeville's Spotlight will be in March and the deadline will be February 25th and contact the Town Hall to place an ad.

XV. Adjournment- Commissioner Joyner vote to adjourn the meeting, Commissioner Myrick seconded. Vote carried 3-0. Meeting adjourned at 9:32pm.

 03/15/2021

Bobbie Jones, Mayor Date

 3-15-2021

Lakia Roberson, Clerk Date

