



**TOWN OF PRINCEVILLE**  
**Board of Commissioners Regular Meeting Agenda**  
**March 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, Commissioner JoeRoam Myrick, Commissioner William Johnson**

**Staff: Town Manager Glenda Knight, Town Clerk Lakia Roberson, Attorney Dana Jones, Public Works Director Rydedrick Porter**

- I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)- Mayor**
- 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 testing sites: Freedom Hill, Vidant walk-in clinic, Heritage Park and Pinetops**
  - 2) Vaccination locations- Town Manager shared that the locations are still at Freedom Hill, OIC, and Vidant Hospital. Commissioner Linda Joyner shared that OIC is hosting a vaccination event on March 20<sup>th</sup> and 21<sup>st</sup> at Morning Star Church. Mayor also shared that Carolina Family Health Center is providing the vaccine.**
  - 3) Calling Post-Mayor informed the citizens to call the Town Hall to be added to the calling post.**
  - 4) Scholarship flyer/Application packet- Mayor shared that the scholarship is for Princeville Seniors and the deadline is May 3, 2021.**
  - 5) Conservation Corps- Mayor shared that Conservation Corps is hiring youths between the ages of 15- 18 from June to August. Town Manager stated that Conservation Corps is looking to fill the position of Environmental Ameri Corp Service to provide service under Princeville Elementary School and it's any young adult starting between the ages 18 and up.**
  - 6) American Red Cross Blood Drive: June 22, 2021 from 12:30pm-4:30pm at Town Hall.**
  - 7) Museum Souvenirs- Mayor shared that museum items are now on the town website for purchase.**
- VI. Adjustment to Agenda- Commissioner Linda Joyner requested to move Audit from Town Manager Report to Executive Session to be number 3. Commissioner Alvin Jones**

moved to approve the adjustment to the agenda, Commissioner William Johnson seconded. Vote carried 4-0.

**VII. Presentation**

- 1) **Recognition-** Town Manager presented Rydedrick Porter with an extra effort award. She said that Mr. Porter is an extremely hard worker, and his work does not go unnoticed, he is the bridging force to the day-to-day operation, he also remains loyal, committed to all of his tasks. The Mayor and Board of Commissioners echoed Town Manager's remarks. Present for the recognition was Mr. Porter's wife, daughter, mother, and dad. Mr. Porter stated he was surprised and happy.

**VIII. Approval of the Agenda (Recommendation: Approval)-** Commissioner Jones moved to approved the agenda, Commissioner Johnson seconded, vote carried 4-0.

**IX. Consent Agenda-** Commissioner Joyner moved to approve the consent agenda, Commissioner Johnson seconded, vote carried 4-0.

- 1) **February 15, 2021 Regular Meeting and Executive Session (Recommendation: Approval)-** Commissioner Joyner moved for approval, Commissioner Johnson seconded, vote carried 4-0.
- 2) **Special Call Meeting: February 9, 2021 (Recommendation: Approval) –** Commissioner Joyner moved for approval, Commissioner Johnson seconded, vote carried 4-0.

**X. Department Reports (See attachments)**

- 1) **Public Works-** Public Works Director informed the board that purchasing with the statewide contract will save the town money and minimize the time for putting out bids and the state has already approved to purchase the items. Public Works Director stated that the Bobcat has been delivered and public works will have to do a three-hour training. He also stated that the Front-End Loader is ordered and waiting for ETA. Public Works Director shared some pictures from the stormwater project and stated that the ditch that runs behind Bridgers Street and across from Beasley Street that the ditches need to be cleaned out so the water can flow. Commissioner Myrick asked once the contractor completes Beasley Street paving, is the contractor going to complete Snowden? Public Works Director replied that the contractors will be coming back to do some patch work.
- 2) **Finance Report/Tax collection-** Town Manager stated that check numbers 1810-1817 were the Edgecombe County deputy checks. Also, she said that with the tax collection is up at 77.9%. Commissioner Myrick asked if Mr. Barry Hines still providing service for the town or has his service ended? Town Manager responded that Mr. Hines' service has ended, and Kelsi Dew, Calvin Adkins, and Creative Salvage are still serving as consultants.
- 3) **Senior Center-** No questions
- 4) **Princeville Volunteer Fire Department-** Chief Brown stated that the 50/50 grant is out and put in for some equipment which is about \$47,000. He also said that there is \$15,000 of legislative funds remaining that they have not spent. Mayor asked about the paving and gutter contract work? Chief Brown replied that he is still working towards that project and the board approved to have the gutter work to be completed. He also said that he is still working towards having the paving completed.

- 5) Edgecombe County Sheriff Office- Commissioner Jones stated that a citizen has some concerns about traffic speeding on Russell Drive and wanted to know if Russell Drive will be getting speed bumps and wanted to know if it is possible to get at least 4? Mayor replied that passing out letters concerning the traffic and calling the Sheriff when it happens is a good remedy. Town Manager mentioned that the mobile sign might be a good deterrence. Public Works Director stated that the sign was put up where it has more traffic but could be assessed in that location. Commissioner Jones stated that Commissioner Myrick suggested moving the speed limit sign from Wiley to Russell which is the 15mph sign. Public Works replied that could be done.
- 6) Edgecombe County- Town Manager stated that she met with the County Manager, and Steve, who is over NCORR about the next step with HMGP. She said that the elevations are at regional four for FEMA and have to be approved through FEMA that may takes some time. She shared with the town about the 3 reconstructions which are 2 on Worsley and 1 on Beasley and the award letter should be ready about two to three weeks.
- 7) Consultants- Mayor stated that there are two old pumps and an old tractor with a disk on a vacant lot that could be used for museum. Town Manager statement it would be checked into.

#### **XI. Town Managers Report**

- 1) Town Hall-Town Manager stated that 95% of the project has been completed and the contractors are scheduled to have certification of occupancy done through the county and if it does not pass, the contractors will have to go back and do some work and if it passes, the contractors will move onto their punch list. Town Manager stated the punch list will be done this week per contractors. She said that the punch list can be extensive but necessary. She also said that she and Commissioner Joyner met with another furniture vendor and furniture delivery can take up to 4 to 6 weeks to be delivered.
- 2) Senior Center-Town Manager stated that Burney and Burney are on schedule and the completion of this project is sometime in June and no later than early July.
- 3) Museum- Town Manager stated that there are no updates at this time, waiting to hear back from SHPO and FEMA Representative.
- 4) Heritage Park: Farmers Market, walking trail, basketball court, and mural relocation-Town Manager stated that the board has the amended version from Wooten that has been approved by OSBM and stated that OSBM's new finance director suggested that a new adjustment be made to remove the \$192,000 for the Farmers' Market to \$164,000. Town Manager also stated that it would not be a good idea because the supplies prices have increased, and the town has not found a contractor to do the Farmers' Market, but Wooten is willing to make this a key turn project. Commissioner Myrick asked can the town look into the Raleigh area for someone who does that type of work? Town Manager replied that an RFQ would go out that may attract a company from the Raleigh area. But, if it becomes a key turn project, Wooten will handle everything which would be a bonus because they have been on the project at the onset. Town Manager informed the board of set of forms that has fees and need signatures for the project. Commissioner Joyner moved to approve the forms: NCDOT Encroachment,

NCDOT COVID-19, ESC, and stormwater, Commissioner Jones seconded, vote carried 4-0. Town Manager stated that the email from Creative Salvage provided a proposed quote for \$4,750.00 for the mural preservation. Town Manager stated that Creative Salvage will remove the mural from Heritage Park so that it is not compromised when the work starts on the market. Town Manager stated that mural has not been moved because the town is waiting to see if the private owners of Freedom Hill will donate the property. The Board task it to Attorney Jones. She accepted. Town Manager stated that it must be approved through OSBM and Attorney Jones could draft up an agreement to include request for coverage will be covered in case there is damage to the mural. Attorney Jones said coverage may be hard because the mural is already very fragile. Town Manager suggested to table the vote until the board decides on the resting place of the mural.

- 5) 53 acres-Town Manager stated that the board has a resolution for the CDBG-DR funds that is requested from NCORR and anytime the town accepts these funds, a resolution is included. Commissioner Joyner made a motion to approve the resolution, Commissioner Jones seconded, vote carried 4-0.
- 6) Floodgates (**Recommendation: Approval**)- Town Manager stated the board approved Sungate as the contractor for the floodgate, but there is an amendment that Wooten provide the services for Davis Bacon. Attorney Jones asked if the \$44,000 that is mentioned in the amendment is going be invoiced to the town instead of a lump sum payment? Town Manager replied that the contractor invoices the town as the work is completed. Commissioner Joyner made a motion to approve the amendment, Commissioner Jones seconded, vote carried 4-0.
- 7) Century link (now Lumen)- Town Manager stated that the town is trying to get the completed agreement for the one time build out with the fiber and a separate agreement for the monthly services. Town Manager shared that for the town to terminate the contract, it would cost \$5,000. Attorney Jones stated that Century Link-Lumen is trying to make it difficult to transfer the service.
- 8) 160 D – Town Manager stated that 160D team would like to meet on March 29, 2021 at 6pm to review the comprehensive proposed plan.
- 9) Winston-Salem Housing Authority (Pioneer Court)- Town Manager stated that the board sent a letter of support upon request stating the support of units from Pioneer Court to transition for sale. Town Manager shared that her recommendation for Winston-Salem Housing Authority, if the investor could have insurance and if he will informed the town of completion timelines.

## **XII. Attorney Report**

- 1) Dumping Ordinance- Remains tabled| incomplete
- 2) Property Lien- Attorney Jones stated that she was tasked with speaking to Edgecombe County Counsel Mr. Peters. He went to the Manager and the Commissioners and got the agreement waive with pending county lien. Attorney Jones stated that the agreement will become effective on June 30, 2021 and no further collections will be pursued. She added, the agreement is in writing.
- 3) Cemetery-Attorney Jones stated that the cemetery is more than a cleaning effort. Attorney Jones stated that it is more about revitalization, preservation, planning, organization, determining ownership, and is a great project. She said that the town may want to pursue the cemetery as a national landmark. That will include

considering grants and finding out about the state archives and history about the people that are buried there, and it could be a part of the tourism. Town Manager stated that Kelsi Dew will assist with this project.

### **XIII. Old Business**

- 1) Catholic Charities- Town Manager stated that she provided the board with a work schedule from Catholic Charities and that the citizens have started requesting to get work done to their homes. Town Manager stated that Catholic Charities is working from a repair schedule that was a continuation from United Methodist. She said that Catholic Charities do not have any other funds under this project, and she sent out an email to Mr. Jackson to ask if the town could generate a waiting list just in case some more funds come available. She is waiting to hear back from Mr. Jackson.
- 2) Princeville's Spotlight Ad- Town Manager is challenging each board member to get at least five sponsors to submit an ad for the Princeville's Spotlight. The second publication should be complete in April, the goal is to have at 25 ads.
- 3) 88 acres- Town Manager stated that the town is working with Wooten Company to identify how to obligate funds for the legislative appropriation and part of those obligated funds will include the preliminary work to be done for the 88 acres and the discussion will go into executive session. The Town Manager stated that the goal is to obligate every penny because the expiration is not guaranteed.

### **XIV. New Business**

- 1) Retreat (Mayor Pro-Tem)- Commissioner Joyner stated that the retreat is important, and it is for celebrating each other and working on long term projects. She said email her some dates so she can secure the location and some ideas to add to the agenda for the retreat.
- 2) Walking Audit Proposal- Town Manager stated that Yvonne Murphy from Edgecombe County did a presentation and wanted the board to consider a team coming in and doing an assessment to identify walking trails in safe areas for the citizens to get plenty of exercise through the community. The deadline for the expenditure of the funds is June 20, 2021. The Town Manager mentioned the work being done with NC State and have asked Professor Fox to coordinate with the NC State representative to ensure no overlap. There were no objections from the board.
- 3) Speech Samples- Town Manager stated that Director Wolfram wanted to return to the community and do a voice recognition survey for at least 25 citizens and it would a paid participation. She said that Director Wolfram will come in front of the board and do a presentation if, necessary. There were no objections and the board agreed to move forward in getting volunteers for the speech samples.

### **XV. Executive Session:** Commissioner Alvin Jones moved to vote to go into executive session, Commissioner Johnson 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.


Commissioner Joyner moved to end executive session, Commissioner Jones seconded, vote carried 4-0. The board voted on the following: Commissioner Jones moved to go back into regular session, Commissioner Johnson seconded, vote carried 4-0.

- 1) Commissioner Joyner made a motion to revisit the bid for the 88 acres, allow Attorney Jones to do due diligence to gain all necessary information from the bidder was not included in the application packet and move forward, Commissioner Myrick seconded, vote carried 4-0.
- 2) Acquisitions- Commissioner Joyner made a motion to offer the appraisal value on Mutual property belonging to the Williams and Taylor family. Commissioner Myrick seconded; vote carried 4-0.
- 3) Commissioner Joyner made a motion to communicate with potential buyer at 306 Mutual Blvd. and inform them that it is a lien on the property and the town will entertain their offer on July 1, 2021. Commissioner Myrick seconded; vote carried 4-0.
- 4) Commissioner Joyner made a motion to make an offer on the two Lynch properties for accessibility to the 53 acres and the offer will be base off the appraise value. Commissioner Johnson seconded; vote carried 4-0.
- 5) Personnel- No action
- 6) Audit-Commissioner Joyner made a motion to allow Town Manager to continue interviewing with the two other CPA firms and make a selection. If they cannot take on the task, then go with Mr. Isley and Attorney Jones come up with a contract. Commissioner Jones seconded; vote carried 4-0.

**XVI. Board Comments-** Commissioner Joyner thanked the staff for their hard work and keeping everyone informed. Mayor thanked the staff for their hard work and dedication and thanked the citizens for joining the meeting

**XVII. Adjournment-** Commissioner Myrick vote to adjourn the meeting, Commissioner Jones seconded, vote carried 4-0. Meeting adjourned at 11:10pm.

  
Bobbie Jones, Mayor Date

  
Lakia Roberson, Clerk Date  
Glenda Knight 5/17/21