



TOWN OF PRINCEVILLE

Board of Commissioners Regular Meeting Minutes

January 18, 2022 6:00PM

201 S 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 Linda Joyner, Commissioner JoeRoam Myrick, Commissioner Alvin Jones, Commissioner William Johnson (not present)

Staff: Town Manager Glenda Knight, Town Clerk Jessica Rudd, Public Works Director Rydedrick Porter, Attorney Dana Jones

I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)- Mayor

II. Invocation-Commissioner Alvin Jones

III. Pledge of Allegiance-N/A

IV. Public Hearing- Commissioner Joyner motioned to open the public hearing for the special use permit, Commissioner Myrick seconded. Vote carried 3-0.

A. Special Use Permit

- 1) The clerk received an email from Tiffany Bridgers stating that she is willing to move forward with the proposal of operating the daycare in Princeville without the expansion or widening of the road on Tyson Street.
- 2) The clerk read the recommendations from the planning board stating to grant the special use permit for the daycare with the following stipulations: the Town widen the street and the owner provide sufficient parking.

Attorney Jones asked the clerk if proper notice was given to homeowner and surrounding neighbors and Town Clerk stated notice was given 10 days prior and hand delivered to neighbors on surrounding streets. Commissioner Myrick asked if that was the proper way of notifying citizens in the community and Attorney Jones stated absolutely.

Commissioner Joyner motioned to grant permission to open daycare once address is solidified, Commissioner Jones seconded. Vote carried 3-0

Commissioner Joyner motioned to close the public hearing for the special use permit, Commissioner Jones seconded. Vote carried 3-0.

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

- 1) Rita Dancy asked when are they going to take care of the eyesore Prince Court. She stated a speed bump is needed as well as paving on Dancy Street. Her last comment was to consider extending the opening hours of the Senior Center to accommodate seniors who work.

- 2) Gwendolyn Knight sent an email to Town Manager stating that Marcus Johnson has a mobile home he wants to move in the Southern Terrance area where he has already gotten the property worked out. He and his wife are staying in a hotel, which we know costs plenty of money that they might not already have. She stated she didn't have the answers and being a former commissioner, things change. She asked the Town Manager if she could address this issue with the Board of Commissioners in this month's meeting and see how we can bring citizens back to Princeville. She stated Town Manager is doing an outstanding job making sure the Town of Princeville looks great. She thanked the Town Manager for all she does and stated the Board of Commissioners should really be grateful for her work, it truly speaks for itself.

VI. Announcement (Read by Mayor Bobbie Jones)

- 1) Coronavirus testing sites: Freedom Hill, Vidant walk-in clinic, Heritage Park
- 2) Covid Vaccination: ECHD, Freedom Hill, Walgreen, Walmart, OIC

VII. Adjustment to Agenda- None

- VIII. Approval of the Agenda (Recommendation: Approval)-**Commissioner Joyner motioned to approve the agenda, Commissioner Jones seconded. Vote carried 3-0
- Consent Agenda-**Commissioner Joyner, motioned to approve the consent agenda, Commissioner Jones seconded. Vote carried 3-0.

IX. Presentation

- 1) Jamillia Hawkins & Marquis Crew from the North Carolina Pandemic Recovery Office (NCPRO) shared a presentation regarding the American Rescue Plan Act. Jamillia Hawkins started with an overview of the NCPRO and what they do to administer the funds. She stated the office was established in 2020 in response to the Covid-19 pandemic. They coordinate all the funding that's coming into North Carolina for recovery efforts and provide technical assistance to state agencies, nonprofits, and other entities that receive pandemic funding. Another thing the office does is help to establish a recovery plan for North Carolina and the plan is looked at in 3 phases: relief, recovery, and resilience. Jamillia Hawkins stated the relief part started back in 2020 when those initial Coronavirus relief funds came into our state and counties received allocations and were encouraged to give their local municipalities 25% of that money. She stated that was short term money that had to be spent by the end of the year and was really for those immediate needs. She stated then we came to the recovery phase with the American Rescue Plan Act and that money is to make some transformative changes. She stated NCPRO is encouraging people to look at long term policy initiatives, those things that's going to really transform your community for the next 10 to 20 years. She informed the board that in all North Carolina has received over 46 billion dollars of federal relief and stated to go www.ncpro.nc.gov to look at how much money has come to each county in North Carolina. Marquis Crews went over how the state and local fiscal recovery funds were broken up and informed the board of eligible and ineligible uses of those funds. Some of those ineligible activities were support of ongoing operations and maintenance activities, day to day operating expenses, debt payments/refinance, contribute to reserves, as a non-federal match for other Federal funds, and drinking water system growth that may not materialize. A few of the eligible uses were Covid response and adaptation, premium pay, revenue loss, and infrastructure investments. Marquis Crews noted there are a number of resources

the Town can use for assistance on how to use those funds. All clarifying questions were answered, and the board thanked Jamillia Hawkins and Marquis Crews for coming to present. No further questions.

X. Department Reports (See attachments)

- 1) Public Works- Commissioner Myrick asked if Public Works Director (PWD) had any update regarding the photo he sent about a garbage truck damaging a road. PWD stated after assessing and not knowing exactly how the damage was caused, he met with SEPI last week and their recommendation was when they come out to pave, they can run by and put on what you call an edge. SEPI also stated it may not have been the garbage truck damaging the road and the damage could be due to no edging on the side of the street which may cause asphalt to give quicker. Commissioner Myrick asked if PWD looked at any training for the guys for the new front end loader and PWD stated they were trained when the equipment was dropped off. Commissioner Myrick asked if PWD was looking into any training for the catch basin cleaning and PWD stated he didn't say he would look for training but did agree that if the Town were to go that route, then training would be needed. Commissioner Myrick stated there's a lot of loose debris and Mayor had mentioned previously regarding Mr. Vines property. PWD stated that Mr. Vines is aware and is frustrated about the entire situation and would have to keep paying the land fill to remove debris from the property. PWD stated he recommended Mr. Vines get a privacy fence. Commissioner Myrick also mentioned there is a lot of debris on Mullins Street at the wood line and suggested if the guys are out that they take time to stop and pick up trash. Commissioner Myrick asked PWD did he get an opportunity to look at the dirt path on Snowden and PWD stated they smoothed out the path with crush and run rocks and received compliments from one of the citizens. No further questions.
- 2) Finance- Commissioner Joyner motioned to approve the budget amendment to add the \$50,000 grant funds to the budget, Commissioner Jones seconded. Vote carried 3-0.
- 3) Consultant- No questions
- 4) Senior Center- No questions
- 5) Edgecombe County Sheriff Office- Commissioner Myrick asked Town Manager if she found out what area the breaking and entering occurred. Town Manager stated she would put it in her parking lot and follow up with Captain Williams and email her findings. No further questions.
- 6) Princeville Volunteer Fire Department- No questions.

XI. Town Managers Report

- 1) Town Hall- Town Manager stated the Town is still working with Rescue Construction in an effort to get them to step out a timeframe on when they will complete all of the punch list items. She stated she didn't want the warranty to expire before they get in to fix the necessary items, specifically heavy lifting items that would require some intensive work. She stated she sought the assistance of the construction administrator in trying to facilitate a time frame that they are able to complete the items. Town Manager said the Town is waiting to hear back from Rescue Construction on how they can make that happen. No further questions.

- 2) Farmer's Market/Heritage Park- Town Manager stated they are still working diligently behind the scenes trying to secure some gap funding for the Farmer's Market. She stated she is working with the preservation coordinator, Kelsi Dew in trying to bridge that gap with the \$800,000 that's lacking to carry out the Farmer's Market project. Commissioner Myrick asked if the additional camera system had been installed on the side of the building and Town Manager stated yes it was taken care of. Town Manager stated the Town is now in the process of trying to work with Lumen to carry out their task and what has happened is when the board approved the access point for outside and inside with wireless throughout the facility, it was contracted through KH Smith. She stated the equipment that they put it in, the Town owns it and what Lumen has done is also carried the wireless from the temporary location to where we are now. She stated a lot of emails have transpired and because the Town has paid for the equipment of K&H and is now the Town's ownership, then the thought would be for Lumen to come in to remove their equipment so that would be cost savings for the Town. She stated Lumen is saying that it's the Town's responsibility to break down the equipment and send it back to them so the Town is assessing how that can be done. Commissioner Joyner asked if the Town has any warranty on the equipment and Town Manager stated just the equipment warranty and that's generally a year warranty. Commissioner Myrick ask if the Town needed that equipment and Town Manager stated the Lumen equipment the Town doesn't need and if the Town sends that equipment back it will be cost saving monthly. Town Manager stated she will share at the next board meeting on much of a savings cost that would be. Commissioner Myrick stated a citizen brought to his attention the fencing at the Town Hall and suggested they put some type of protective coating on it. Town Manager stated the material that was purchased was weather resistant and treated. Commissioner Myrick asked if it was best practice to place another layer of coating and stated it may be something the Town can look into to see. No further questions.
- 3) Senior Center- Town Manager stated at the last meeting the board was having a discussion and asked to loop Attorney Jones into the Lumen situation. She stated she received an extensive email from the construction administrator and stated the Town is in a very serious situation without having phones lines at the Senior Center. Town Manager stated that Burney & Burney cannot close out their contract with this project until everything is complete. She stated they have subcontractors waiting for the phone lines to be installed so they can come over and do what needs to be done to the elevator and get the inspection done from the county. She hopes that Attorney Jones can put some fire under Lumen to make this happen because technically the Town's construction administrator job has ended but they are pro bono carrying out this facilitation because they want to make sure this project closes out successfully. Town Manager stated based upon the increase in Covid numbers, it doesn't not seem to be realistic to open up the Senior Center at the end of the month. She humbly recommended to the board that this matter continues to be assessed on a monthly basis. She shared that the Senior Center Director did have an intake process and 10-12 citizens came to complete applications. She stated the Town still has citizens that would like to

attend the Senior Center. Town Manager shared they are more than prepared and continue the momentum of preparation for whenever the Senior Center does open. She stated they will continue to advertise and recruit and research how to sustain engagement with Seniors while they're in their households. She stated the Senior Center Director is sustaining communication with citizens and also provided a list of resources they can utilize during this pandemic and also inquiring if they need transportation locally. No further questions.

- 4) 53 acres- Town Manager shared she had her second meeting with NC Growth, through the Kenan School at UNC-CH and it went very well. She sent over the businesses in Princeville as well as the outcome for the retreat on what would be ideal for the 53 acres so they can start having some conversation and interviews with key stakeholders in developing the marketing analysis. She stated NC Growth is also working collaboratively with the 160D team through Stewart and stated Kelsi jumped on the call so she could be an additional resource to the group. She stated the Town will host them in the community for a tour on 2-10 and is excited to have an additional sustaining partnership with UNC Chapel Hill. Town Manager thanked Dr. Little for always thinking of Princeville and wanting to give Princeville the best outcome in this recovery process. Commissioner Myrick asked would the Town start looking at clearing of the properties after 2-10. Town Manager stated they are still waiting for the outcome of the BRIC application so the Town can start pursuing with the infrastructure. She stated there was a team meeting with OSBM, the officials of NCORR, and Wooten & Associates. She stated their surveying is complete and are still waiting for the permitting process. Town Manager stated that once the preliminary process is complete you will start seeing some action on the 53 acres as far as phase 1 with the infrastructure that will include procurement. She also stated she sent correspondence to Attorney Jones regarding the Lynch Drive connectivity properties. She stated Attorney Durwin Jones was able to send an extensive email to support the Town in moving the process forward and that was very helpful. She stated the Town is using different pots of funding to carry out phase 1 and that is the legislative appropriation, hoping the Town is the recipient of the Bric funding, and the CDBGDR HUD funding. She stated she will keep the board abreast as that process continues to move forward. No further questions.
- 5) DEHC- Per last meeting, the Town Manager mentioned the home repair opened up in November and closed on December 31st. She stated she reached out to Katina Braswell at the County, and she shared that several applications were submitted for the Town of Princeville. The Town of Princeville allocation of funds for 2021-2022 was \$11,354 and by way of an amended agreement, to reconcile funds that have been spent by the city of Rocky Mount, it increased the total of allocated funds for Princeville to \$38,173.22, leaving the county with \$475,773. Town Manager stated her question was how they would make the decision on who would be selected, and her response was she will keep the Town abreast of the process and the selection will be based primarily on income and repair needs. She stated she will continue to keep this on the agenda and keep the board abreast on any updates. No further questions.

XII. Attorney Report

- 1) Code of Ethics- Attorney Jones stated she would send over again the proposed board code of ethics for the board's review and consideration.
- 2) 88 acres- Attorney Jones stated the leasee has agreed to an addendum for another full year and the Town will have those funds available in the next 2 weeks. She thanked Town Manager and Commissioner Jones for the guidance to get something in writing that would give her the appropriate guidance so she can be protective of the environmental factor in regard to the property.
- 3) Dumping Ordinance & Litter- Attorney Jones thanked the Town Clerk for her constant reminder and following up with the dumping ordinance. She stated she would get her typist to get all of the information consolidated and finalized so it can be put into the code.
- 4) Cemetery- No update
- 5) Lumen- Attorney Jones stated her concern is that she has come in late into the issue and stated she received an email today that talks about what has happened with the contractors, basically working pro bono with regard to the telephone issue and the elevator. Attorney Jones stated recently she's found out there's some property that needs to be returned to Lumen and she would be contacting them to find out if that is also the issue with regard to why the telephone line has not been established as well as the elevator. She stated now that she has received all the emails, she will be contacting them by phone tomorrow and will report back by way of email to everyone.
- 6) Planning Board Matters- Attorney Jones was able to attend the planning board meeting and stated Ms. Worsley handles and directs a wonderful planning board meeting. She stated she was not certain on how recommendations get back to the board of commissioners and shared the planning board recommended changing some of the specializations in regard to the zoning. Attorney Jones stated the planning board gave very good rationalizations that she thinks will help the community and its citizens. Commissioner Myrick asked for the status of the closing of Pioneer Court and Attorney Jones stated she was waiting to hear back from the Attorney for the owner. She stated this is not uncommon and she will follow up with him. Mayor shared how frustrated he was with Lumen, and he doesn't know what or if the Town can do anything. He stated Tarboro went with another internet provider and Wilson has their own internet provider and if Lumen is going to serve the Town in this matter, then he doesn't think the Town should do business with them. Attorney Jones stated the Town has been dealing with them for a while and has not been pleased and stated there is no excuse for this. She added if there are ways the Town can make any adjustments, she would be looking for those ways. She asked Town Manager to forward her contracts the Town has with Lumen and she will get on top of that issue immediately. Town Manager stated that this was the same matter she, Atty Jones and Andrew was dealing with at the temporary location with lots of calls. Then Town Manager asked if there was a decision that would be made on the 2 rezoning requests for King Avenue and Lynch Drive. She added that these citizens have been waiting for 3 months and she is very concerned about the waiting process. She asked if the board could make a decision this evening so that these citizens are able to move forward with these requests, however the board desires. Town Manager stated the planning board

recommended the board rezone the area from Clinton Street to the back of Southern Terrace, known as Southern Terrace trailer park, to include Lynch Drive, Newton, and Webb, from R1 to R2 to accommodate double and single wide mobile homes in that area. Mayor asked if the board approves the rezoning, would that take care of the 2 zoning requests and Town Manager stated yes. Mayor stated the reason the Town denied double and single wide homes initially was to increase the tax base and property value. He stated since there's nothing back there now but single and double wide homes, it should not have an adverse effect on that particular area. Commissioner Joyner motioned to rezone that area only for single and double wide homes. Commissioner Jones seconded. Mayor asked if there were any questions and citizen Calvin Adkins stated the Town has to have a public hearing before voting. Town Manager stated if that is the case then she would recommend to individually carry the 2 zoning requests out. The board found that a public hearing would still be necessary. Attorney Jones suggested granting an emergency use and Calvin Adkins stated you couldn't grant emergencies that break ordinances. Attorney Jones and Town Manager looked through the updated ordinance and found a public hearing is required. Attorney Jones stated the board needs to ready themselves to quickly so they can make the necessary adjustments. Mayor stated to go ahead and post the public hearing notice and the board will schedule a special call meeting in 10 days. No further questions.

XIII. Old Business

- 1) Senior Center renting prices was tabled for next month.
- 2) Town Manager stated 3 meetings ago there was a motion to change the meeting time from 7:00pm to 6:00pm and now it's on the agenda again. She stated the board can also be thinking about whether they want to keep the meetings virtual or public with restrictions. Commissioner Myrick stated if the Town can bring in guests for special presentations, then they can bring limited number of citizens. He added the Town should let the door be open for the citizens. Commissioner Joyner stated that since the virus has progressed, the citizens joining virtually would be best. Commissioner Jones stated he agreed with Mayor Pro Tem and the meeting should be virtual due to the rising covid numbers. Commissioner Joyner motioned that the board meetings remain virtual for the citizens until the covid virus is under control, Commissioner Jones seconded. Vote carried 3-0. Commissioner Jones motioned to change the meeting time from 6:00p.m. to 7:00p.m. starting next month Commissioner Joyner seconded. Vote carried 3-0. Commissioner Myrick stated when the board is carrying out a process, it should be carried out right and everyone should be heard to avoid going back and forth. Mayor agreed and said if he's not mistaken, everyone was at the meeting, and he didn't hear anyone say anything and Commissioner Jones stated he wasn't present. Mayor stated to make sure the board talk about items and vote on it. He stated when the board makes a decision, please don't let 1 or 2 citizens get in your heads saying the board did something wrong, when they have not. Mayor stated the citizens elected the board to lead and that's what the board must do. No further questions.

XIV. New Business

- 1) Town Manager stated the 137th Founders Day is coming up on February 10th and it would be very idealistic if the Town could do something virtual. Commissioner Joyner asked if it would be possible to do something virtual and show footage and invite people to watch. Town Manager stated she was not that tech savvy but is sure the Town could reach out to a contractor to bring those filming's together to produce a 137th film that can be shown virtually. She stated she would work on that and keep the board abreast if there are no objections. Commissioner Myrick stated the Town doesn't have a lot of citizens that engage virtually, and we should have a feel of that based on the public meetings the Town is having and not many citizens attending. He stated something could be said or posted regarding the 137th but feels the Town will be spending money for no reason. Commissioner Jones suggested using the radio platform and Town Manager said the Town could use it for advertising and noted they have a live dedication to the Town of Princeville on February 19th. Commissioner Joyner stated she thinks the Town should do both and Commissioner Jones agreed. Town Manager stated the Town can use their resources that won't cost anything and provide technical assistance on how to bring those films together. She added if she starts now and also do a double with the radio broadcast, dedicating the Town of Princeville 137th Founder's Day, she thinks that will give the Town the recognition it deserves. Commissioner Joyner stated maybe the Town could get something put in the newspaper as well. Calvin Adkins stated if they could send him the information, he can put it the article he is writing now. No further questions
- 2) In the packet, Town Manager shared a letter from former Commissioner Milton Bullock, asking for consideration to move forward with the installation of 3 historical markers. She stated one would be at the Town Hall in honor of Mr. Bridgers and Turner Prince. The second one possibly being on Freedom Hill for Harriet Moses Tubman and one on Shiloh Landing. Town Manager reiterated how significant this would be to have these markers in the community and would be of no cost to the Town. She stated former commissioner needed the board's approval to move forward and she will partner with him to make sure they are governing their selves accordingly. Commissioner Joyner motioned to approve the Pomeroy Foundation placing of historical markers on Freedom Hill, Town Hall, and Shiloh Landing, Commissioner Myrick seconded. Vote carried 3-0

XV. Executive Session: Commissioner Joyner voted to go into executive session, Commissioner Jones 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 Jones moved to end executive session, Commissioner Joyner seconded, vote carried 3-0. Commissioner Joyner moved to go back into regular session, Commissioner Jones seconded, vote carried 3-0.

- 1) Acquisition- Attorney Jones gave an update on the Lynch Drive connectivity properties and informed the board of a tax foreclosure property.
- 2) Personnel- Attorney Jones discussed a personnel matter and informed the board of the next steps.

XVI. Board Comments- None

XVII. Adjournment- Commissioner Joyner motioned to adjourn the meeting.
Commissioner Jones seconded; vote carried 3-0.

Bobbie Jones 2-23-2022
Bobbie Jones, Mayor Date

Jessica Rudd 2-23-22
Jessica Rudd, Clerk Date

