



TOWN OF PRINCEVILLE
Special Call Meeting (Regular Session)
March 16, 2022, 5:30PM
201 S Main Street, Princeville, 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**

**Staff: Town Manager Glenda Knight, Town Clerk Jessica Rudd, Finance Officer Alice
Johnson**

- I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)- Mayor**
- II. Invocation-Commissioner JoeRoam Myrick**
- III. Pledge of Allegiance-N/A**
- IV. Public Comments: (Limited to 2 minutes. Read by Town Clerk)- None**
- V. 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
- VI. Adjustment to Agenda- None**
- VII. Approval of the Agenda (Recommendation: Approval)- Commissioner Joyner**
motioned to approve the agenda, Commissioner Myrick seconded, vote carried 2-0
- VIII. Special Call Items**
 - A. Budget Workshop- Mayor thanked the Town Manager and Finance Officer for starting**
this process earlier to give the board the opportunity to review the data and make good
decisions for the citizens. Town Manager stated this budget session would include
revenue only, the next budget session will include expenses only, and during the
retreat in May there will be a full proposed budget. Finance Officer Alice Johnson
stated she was grateful to be working on the budget ahead of schedule, which makes it
a lot easier. Ms. Alice provided handouts listing the Revenues for the Town and
explained the actual revenue for this fiscal year, the anticipated revenue for the next
fiscal year and the historical patterns. She started with the Ad Valorem Tax revenue
and stated those funds were property taxes collected by Edgecombe County for the
Town. The County issues checks monthly for the taxes collected and indicates whether
its for the current or prior year. The projected revenue anticipated Ad Valorem Tax
was \$181,385.34 and MV Tax was \$136,235.43. Ms. Alice stated the Penalties and
Interest line item was revenue from penalties and interest paid on delinquent taxes, and
the projected revenue anticipated was \$11,482.23. The Local Options Sales Tax are
taxes business around the area pay and the state divides those funds between the

counties. The projected revenue anticipated was \$514,567.93. She also included the Sales Tax Distribution Schedule for fiscal year 2021-2022, for the board to view. The Utility Sales Tax projected revenue was \$29,719.53 and that tax is sales tax revenue on telecommunication services, electricity, and video programming. Commissioner Joyner asked what was the video programming service and Ms. Alice stated it was from whatever businesses do video programming services. She continued down the list of revenues and the projected revenue anticipated were as follows; Alcohol Beverage Tax was \$9,313.71, Solid Waste Disposal was \$1,202.19, ABC Profit Distribution was \$3,386.67, and the Powell Bill Allocation was \$72,482.46. She stated \$28,000 of the Powell Bill was already in the bank. She stated the Garbage Disposal Fee was revenue collected from the water and sewer collections by Edgecombe County and the projected revenue anticipated was \$97,564.73. The anticipated revenue for the Museum was \$324.65 and those funds were collected from sale of the museum items online, at Juneteenth, and at the Grand Opening. Princeville Special Revenue was revenue received from the Spotlight Magazine and the projected revenue anticipated was \$1,305.00. Ms. Alice stated she would like to do more research on the Miscellaneous Revenue and the General Fund and bring back more information with definite figures at the next budget session. She then began covering the Grant Revenues and stated she is currently reconciling the State Appropriated Funds with Mrs. Alsay at OSBM and by April she will have a definite figure. The Senate Bill 363 was the 6 million dollar grant the Town received in 2019-2020 and the anticipated revenue was \$3,920,166.53. Ms. Alice proposed that the United Way (Covid & Operational) funds, Covid and Operational revenues need to be separated. She stated the Covid portion is more of a restricted grant and the operational portion is what's used for human resources. She added in April she will have definitive numbers for those line items. The NCORR CDBGDR-DR Infrastructure Recovery grant is anticipated to have \$742,112.06 and the ARP grant is anticipated to have \$306,905.64. The NCORR-FDLG-035 is anticipated to have \$500,003.01 and the Cannon Foundation- Vegetation is anticipated to have \$50,000. Finance Officer stated the Town is anticipating the BRIC Grant in the amount of \$12,000,000.00. She then moved on to the Restricted- Other category and stated she would do more due diligence on the Insurance Proceeds line item. She stated from the FEMA proceeds the Town has \$732,398.06 remaining and from the Covid19 proceeds (County) those funds are anticipated to be zeroed out by the end of the fiscal year. Town Manager added that on page 2 where the Finance Officer said she would do more due diligence on Miscellaneous and General funds, she was speaking from a prospective on how those funds came in. Some of the options she is exploring is going back to QuickBooks and identify how those line items were obligated as they came in. She stated areas of consideration for the Covid 19 fund was scholarship funds the donors sent to the seniors and could also be a combination of the county playground equipment the town received for \$1,5000. Ms. Alice will come back with details on where those funds were generated because it may be moved from operational to grant funds. She stated she wanted to make sure that they separated the operational funds from the grant funds and have a detailed understanding of the expiration of those grant funds. Town Manager moved on to the ARP funds with the understanding that the total amount would be \$608,000 and so far we have received \$306,000. She reminded

the board of the \$500,000 received from NCORR and stated those funds were approved to be obligated for street paving and the difference of our vegetation, so that amount will be reduced. She stated all of that will be captured by the time the board has the retreat. She also mentioned the money from the Cannon Foundation will be zeroed out because the vegetation is underway and in its 2nd phase. With the insurance proceeds, the 922,000 was a break down of different facilities in the community which included the Town Hall, Senior Center, Museum, Pavilion at Heritage Park, and the shelters. She stated that number will continue to reduce. Town Manager stated the NCORR CDBG-DR Infrastructure Recovery funds are obligated for the Town's floodgate project. She added she's sure they will not be extended this fiscal year based upon conference call they had and they are still in the permitting phase of the floodgates which would carry over to the next fiscal year. Commissioner Joyner asked if the street paving would include all of the streets in Princeville and Town Manager stated no and what they hope is the Town will be able to take advantage of some infrastructure funds to get the remaining streets completed. Mayor stated that shouldn't be an issue and after speaking with Upper Coastal Plain Council of Government and the five-county region received 100 million dollars for infrastructure, transportation, and broadband. Commissioner Jones asked how soon should they expect to hear from Mrs. Alsay regarding the reconciliation. Finance Officer stated Mrs. Alsay sent her an email asking to give her some time to review what she had sent in comparison to what she has. She stated Ms. Alsay will call or email her for a time for them to meet. Town Manager stated they hope to increase her urgency so they can get the information to the board by April. She added that's one reason they paused the Public Works expenses coming out of that line item, to make sure they are reconciling according to what OSBM has. Mayor stated he was glad to see the BRIC Funding on the budget and asked had that been confirmed. Town Manager stated no and as of a conference call today, Wooten and Associates have been responding to FEMA with their last questions and as of a month ago, they did present a set of answers to FEMA's questions. She added she hopes this will be the last set of questions and that the Town is in the final phase for consideration. Mayor asked if the Town was waiting on the BRIC Funding for the infrastructure of the 53 and 88 acres. Town Manager stated no and the first phase of the 53 acres, the Town already has those funds obligated through a state match with the CDBG and NC Commerce. They have the funds that will relocate the Public Works and Fire Department and they have the beginning infrastructure, water and sewer and streets for those 2 facilities to transfer through the legislative appropriation. What that 12 million dollars would do is take the Town into the 2nd phase of developing the 53 acres. Town Manager stated Wooten and Associates are still waiting on some preliminary permitting and the State through the CDBG requested for an additional design to be presented to them. She added that the Town would need to loop in Edgecombe County because they own the water and sewer and the recommendation is the Town go into an agreement with the County on the maintenance of the water and sewer. Commissioner Joyner said it was mentioned that OSBM would like to start putting houses on the 88 acres and asked if that still was an option. Town Manager responded they are still exploring funds for that option to present to the governing body for the 88 acres. Town Manager stated keep in mind that Pioneer Court facility will close out this month and one of the considerations is to look

at where those vouchers would go and if you wanted them in the 53 acres or the 88 acres for affordable housing. Mayor stated most of it should be on the 88 because the 53 acres would be more commercial. Town Manager stated she would keep the board posted as it relates to any updates and asked if they have any further questions, they will start the next budget session with those and then move on to the expenses. Commissioner Joyner stated that breaking up these sessions was a big help. Mayor asked if anyone has heard about the 10-million-dollar exemption for each municipality in terms of the grant funds from ARP. Town Manager stated she had not and would do some due diligence to access the validity and will report back in April. Mayor also mentioned a housing reconstruction grant for 2.9 million to be distributed throughout the five counties. Town Manager stated they are working with Tirence on understanding of those funds and whether or not Princeville will be eligible to submit application. No further questions.

- IX. Board Comments-** Commissioner Myrick suggested on Monday, the board can consider making a motion to have meetings public again. Commissioner Jones stated that since he's been on board, he hasn't seen the finance budget process that compares to what was presented this evening. Town Manager chimed in saying the finance officer has been an added value to the Town. Mayor stated Halifax County has a new County Manager and her name is Dia Denton. He also stated that Dr. Knight sent out evaluation document for the Town Manager and the Board from the UNC Government training. He added he did not know the board could be evaluated and told everyone to make sure they read it because it was some very good information. Commissioner Joyner stated she would be having a meeting with citizens in her ward to hear their voices and will announce the date and location on Monday night's meeting.
- X. Adjournment-** Commissioner Jones motioned to adjourn meeting, Commissioner Joyner seconded. Vote carried 3-0

Bobbie Jones 04/20/2022
Bobbie Jones, Mayor Date

Jessica Rudd 4-20-2022
Jessica Rudd, Clerk Date