



## **TOWN OF PRINCEVILLE**

Board of Commissioners Regular Meeting Minutes

July 18, 2022, 7:00PM

201 S Main Street, Tarboro, NC 27886

**Amid the COVID-19, the Board of Commissioners meeting will be open to 20 citizens, all other citizens may join via teleconference.**

**Board Present: Mayor Bobbie Jones (virtual), Mayor Pro-Tem Alvin Jones, Commissioner JoeRoam Myrick, Commissioner Linda Joyner, Commissioner Milton Bullock**

**Staff: Town Manager Glenda Knight, Town Clerk Jessica Rudd (not present)**

**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 Comments: (Limited to 2 minutes. Read by Town Manager)-**

-Calvin Adkins wanted to know the status of the Attorney search. Mayor Pro Tem Alvin Jones let him know the board does not answer questions during public comments. Mayor also stated the normal procedure is the citizen ask questions tonight and the Town Manager will respond within 10 days. Mr. Adkins replied that he didn't see why a simple question couldn't be answered. Mayor Pro Tem replied that it didn't matter if the question was simple or complex but that it is a requirement. Mr. Adkins stated that the Town Manager always respond in a timely manner, even on weekends.

- Delia Perkins asked what the Town is planning to do about the drainage and when because it is hurricane season. She also asked for the status of the audits and when will they hear back from the Army Corp of Engineers. Mrs. Perkins also asked why the mayor cannot join the citizens in the Town Hall for the meetings.

-Representative Candy Smith introduced herself and stated she is currently serving District 8, which covers a portion of Pitt County, she added she is running for the Senate seat District 5 which covers all of this area and has won the primary so far. She stated she just wanted a chance to meet the board and citizens of Princeville.

-Doristine Wiggins asked the board if they have ordinances the Town has to go by because she has been here talking about the ditches beside her house. She stated she doesn't know whose property it is, but it has trees growing out of it. She stated she wish someone would cut those trees down so she can see how to get out of her driveway.

**V. Announcement (Read by Mayor Bobbie Jones)**

- 1) Coronavirus testing sites: Freedom Hill, Vidant walk-in clinic, Heritage Park Dates
- 2) Town of Princeville's Vision Plan (Mayor)
- 3) Next Princeville's Farmers Market July 23, 2022, from 10:00am-2:00pm
- 4) Spotlight Ad deadline July 24,2022

- VI. Adjustment to Agenda-** Commissioner Joyner motioned to add Pioneer Court to Managers report #7, Commissioner Jones seconded. Vote carried 4-0. Commissioner Jones motioned to add Prince Court to Manager's report #8, Commissioner Joyner seconded. Vote carried 4-0.
- VII. Approval of the Agenda (Recommendation: Approval)-**Commissioner Joyner motioned to approve the agenda with the necessary changes, Commissioner Jones seconded, vote carried 4-0.
- VIII. Consent Agenda-**Commissioner Myrick motioned to approve consent agenda with the one addition, Commissioner Jones seconded, vote carried 4-0. Commissioner Myrick stated he brought the documentation that needed to be added to the previous minutes.
- IX. Presentation**
- 1) **NC State (Professor Fox)-** Professor Fox gave a brief update on behalf of the North Carolina State University Coastal Dynamics Design lab and the Conservations Trust of North Carolina. He stated they were working on a grant with the Town and for the Town that was documented in the handout he provided. Professor Fox stated there are 4 primary project components which are as follows: they can see ongoing work such as trail and additional improvements at Heritage Park, the installation of sustainable stormwater devices to help reduce flooding, developing a 24-bed community garden, and the planting of 50 street trees to enhance Main Street and Mutual Blvd. He added they have about 12 months remaining of this grant and over the next 12 months would involve the engagement of the community, working with local landscape contractors to be able to implement those changes. He added that members of his team will be in the community on Thursday at 9:00am. No further questions.
  - 2) **NC Growth (Jessica Wilkerson)-** Jessica Wilkerson, Economic Development Manager for NC Growth, stated NC Growth has been around since 2012 with the mission of creating good jobs and equitable opportunities. She stated they began working in Princeville in January to look at a market analysis, create some marketing material and do some research on incentives to inform your plans moving forward. She introduced Sofia Araujo who is a Master of City and regional planning, master's candidate at the School of Planning in UNCG. She stated Ms. Araujo will be presenting the findings from this research. Ms. Araujo stated the project purpose is to identify strategies to attract new businesses to Princeville, identify strategies to capture traffic from Route 64 into Princeville, and define potential business opportunities for the 53-acre site in Princeville. Ms. Araujo shared their research and recommendations they had concerning the incentives program, traffic from route 64, and businesses for the 53-acre site.
- X. Department Reports (See attachments)**
- 1) **Finance-** Commissioner Myrick inquired about a payment to Sungate and Town Manager informed him they are the contractors for the floodgates. She stated they are in phase 1 of the floodgate project and they will continue to get paid until the end of the project. Commissioner Myrick asked to give the board what the Town has paid Sungate so far as well as the invoices at the next board meeting. Commissioner Myrick suggested the Town look into getting a firestick for the Senior Center to avoid paying a Netflix subscription.
  - 2) **Public Works-** Commissioner Myrick stated several citizens said their recycle wasn't picked up. Town Manager stated the main driver had an accident and the fill in

workers have been trying to catch up with the schedules. She stated they will work together to ensure that citizens trash and recycle cans are picked up. Commissioner Myrick stated citizens are not hearing all the information on the calling posts and asked could they slow down the digital sign outside the Town Hall.

- 3) Historic Outreach Coordinator- No questions.
- 4) Senior Center- No questions
- 5) Edgecombe County Sheriff Office- No questions
- 6) Princeville Volunteer Fire Department- Mayor stated he would like the board to consider using some of the ARP funds to give the Princeville Volunteer Fire Department an additional \$25,000 as well as give the volunteers a \$500 stipend due to the increase in fuel and inflation totaling, \$38,500. Commissioner Bullock also mentioned that the caution light near the Fire Department is not working properly and maybe some funds can be set aside to correct the issue. Commissioner Jones stated they have had a few people come out to look at the light but have not been successful with fixing. Mayor stated we need to get that light working as soon as possible and stated Chief Brown may give him a call to discuss it further. The board agreed to get Dr. Knight to see if the ARP funds can be used for that purpose. No further questions. Commissioner Bullock asked what the board needs to do to get their leader back in person to the meetings. Mayor stated when everyone wears a mask and is six feet apart, he will return to the meetings. Commissioner motioned to amend the mandate that everyone at the meeting must wear a mask, Commissioner Jones seconded. Vote carried 4-0.

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

- 1) Senior Center- Town Manager stated Oakley Collier is working in partnership with Burney & Burney to redesign the sump pump. Burney & Burney was on site to do repairs to the railing and the lights in the restrooms at the Senior Center. She added they will come back Thursday to finish any work that needs to be done and will continue to update the board in her manager's report. She stated they will do a test sample of the nonskid substance on the steps and will invite the board to take a look at it as well. Town Manager stated there has been 2 rentals of the Senior Center since the last meeting and thanked the mayor for the revisions on the rental agreement. Mayor asked where was the Town with the phone line and Town Manager stated they put in a work order with Lumen, and she will follow up this week to see where they are with the landline for the Senior Center. No further questions.
- 2) Heritage Park- A contractor came out to repair the pipe to the building and on Saturday they saw it was still a minor leak in the turn off valve, so they reached back out to the contractor to get the pipe reassessed and repaired. The CTNC youth are still out at Heritage Park and are working diligently. Town Manager stated the equipment is scheduled to be at the park on July 30<sup>th</sup>. She also stated Optima Serve will be relocated to the right side of the park and will be operating on Mondays and Wednesdays from 8:00am-12:00pm. She added that will free up the Park for rental. Commissioner Myrick asked Town Manager could she get someone to put a protective covering over the piping at Heritage Park. No further questions.
- 3) Museum- As of 7-13, the Town is in an appeal process with North Carolina Emergency Management (NCEM). She added the Town is in the 47<sup>th</sup> day of the 60

- days that it stays with NCEM. Once it goes to FEMA, they have 120 days to respond. No further questions.
- 4) Publication Development- Town Manager stated Dr. Smith was onsite last week and met with the Town's historic outreach coordinator to discuss where he is with the editing process for the Town's publication. No further questions.
  - 5) Floodgates- Town Manager stated she has a meeting with the engineers tomorrow to discuss where they are with the permitting. She stated they did get a permit for the erosion control and now the next phase is the award process, which should be sometime in October. She added if the engineers stay on schedule they may be completed in June of 2023. No further questions.
  - 6) HMGP- Town Manager stated they are still waiting to hear back from the state as it relates to the 69 elevations out of the 75. She added she has a meeting with OSBM this week about recovery projects. Town Manager stated as far as the 3 reconstructions, one has been complete, and one is underway. She added they are still working with the 3<sup>rd</sup> reconstruction.
  - 7) Pioneer Court- Town Manager stated she and Mayor met with the owner of Pioneer Court and according to Mr. Telfair, his goal is a phased approach, the first being to complete 12 units of the 53 units. Mayor stated they are already receiving calls from citizens about Pioneer Court.
  - 8) Prince Court- Town Manager received communication from the owners of Prince Court and stated they are very concerned about where the Army Corp of Engineers are with the levee. The owners stated that after hurricane season they will come over and start the development in November or December. Town Manager stated she will ask them to listen in on next month's meeting when the Army Corp of Engineers come to give an update. No further questions.

## **XII. Old Business**

- 1) Updated Senior Center Rental Agreement- Clerk submitted the board with the revisions to the Senior Center Rental Agreement. Town Manager stated if there are no objections, the Town will move forward with the revised agreement. No further questions.
- 2) ARPA Notes- Notes from the ARPA meeting was given to the board. Commissioner Myrick asked who would be responsible for the smart meters mentioned in the notes if Edgecombe County is responsible for the water and sewer. He stated he didn't think the Town should be responsible and Mayor stated the Town would not be responsible for that. Commissioner Myrick spoke about cleaning the ditches with the ARPA funds. Mayor stated the board agreed to wait for an attorney to draw up a contract and stated they must be careful doing work on private property. No further questions.
- 3) NCORR Grant Addendum- Town Manager shared the amendment to the \$500,000 grant by which the board did approve for the paving process to be obligated through those funds. She stated the agreement read for salaries however a clause within the agreement stated that a recommendation after 9 months can be provided to NCORR to redirect unobligated award funds. She added the addendum is before the board to get signatures so it can be passed on to NCORR for consideration so that the Town can move SEPI forward with the paving process. No further questions.



- 4) Alcohol Resolution revision- Mayor read the revised alcohol resolution. Commissioner Myrick motioned to approve the revised alcohol resolution, Commissioner Bullock seconded. Vote carried 4-0.
- 5) Piano Quotes. Mayor Pro Tem Jones shared 3 piano quotes for the Senior Center, with the board. Commissioner Myrick stated he sent an email stating that someone wanted to donate a piano and to contact that person to have a look at it before the board make a decision. Commissioner Jones stated he felt the board should move forward and that this is a state-of-the-art piano with several features that will be beneficial to the Seniors as well. He also added that the piano will be maintained by McFadyen. Commissioner Joyner motioned the accept the quote from McFadyen for the piano, Commissioner Jones seconded. Vote carried 3-1.

### **XIII. New Business**

- 1) Community Assessment (N.E.W.)- Town Manager shared the community assessment conducted by N.E.W. She stated they contracted out with Precision Research and Evaluation of North Carolina to cover the service areas of Nash, Edgecombe, Wilson counties.

### **XIV. Executive Session:** Commissioner Jones voted to go into executive session, Commissioner Joyner 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 Myrick motioned to end executive session, Commissioner Jones seconded, vote carried 3-0. Commissioner Jones motioned to go back into regular session, Commissioner Myrick seconded, vote carried 3-0.

- 1) Personnel- Commissioner Joyner motioned to have a Special Call Meeting on Tuesday July 26<sup>th</sup> at 5:30pm, Commissioner Jones seconded. Vote carried 3-0.

### **XV. Board Comments-** Commissioner Jones stated he thinks the Town is moving in a good direction and at a steady pace and is so far satisfied with what has been accomplished. He added that the board stay focused and keep the pace. Commissioner Myrick stated the board needs to look at some other areas that were brought up tonight such as the ditches. He stated it has been a strong concern for some time and added there is greater room for improvement. Commissioner Jones stated for the past two months he has been spending 2 days a week at the Town Hall and to see the office staff do what they do is amazing. He added he doesn't know how they do it and they work together as a team to get the job done. He also stated that while at the Town Hall he gets phone calls, messages, and visits from citizens who express their concerns or ask questions. Mayor stated that was tremendous but added to be careful how you jump in. He stated at the ethics training it was highly discouraged that board members be involved with the day-to-day operations. Town Manager stated what jumping in looks like is Commissioner Jones answering the

phone when the clerk is not at her desk but not involved in the day-to-day tasks.  
Commissioner Myrick stated he would be joining in soon.

**XVI. Adjournment-** Commissioner Jones motioned to adjourn the meeting, Commissioner Myrick seconded. Vote carried 4-0.

Bobbie Jones 8-17-22

Bobbie Jones, Mayor Date

Jessica Rudd 8-17-2022

Jessica Rudd, Clerk Date