



**TOWN OF PRINCEVILLE**  
Board of Commissioners Regular Meeting Minutes  
September 19, 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, Mayor Pro-Tem Alvin Jones, Commissioner JoeRoam Myrick, Commissioner Linda Joyner, Commissioner Milton Bullock**

**Staff: Town Manager Glenda Knight, Town Clerk Jessica Rudd, Attorney Ryan King**

- 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)**
- V. Announcement (Read by Mayor Bobbie Jones)**
  - 2) Coronavirus testing: Optum Serv Monday & Wednesday 8am-12pm (Heritage Park)
  - 4) Next Princeville Farmer's Market September 24, 2022 from 10:00am-2:00pm
  - 5) Spotlight Ad deadline September 26, 2022
- VI. Adjustment to Agenda-Commissioner Joyner motioned to move the dumping ordinance from Attorney reports to executive session, Commissioner Jones seconded. Vote carried 4-0. Commissioner Jones motioned to add ARP funds to old business, 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 Joyner motioned to approve consent agenda, Commissioner Jones seconded. Vote carried 4-0.**
- IX. Presentation**
  - 1) NC State (Professor Fox & Team)-** Professor Fox and Leslie Bartlebaugh gave an update on the project happening in partnership with the Town and Conservation Trust of North Carolina. Mrs. Bartlebaugh stated the grant on is funding for the street tree implementation, storm water management and community agriculture. Professor Fox also unveiled the charter that was placed in the lobby of the Town Hall.
  - 2) Anderson Smith & Wike-** Shannon Dennison presented the results of the 2019 audit and stated it was such a huge accomplishment to be where the Town is in making progress. She added some good things are happening now and they are working on

year 2020 already. Mrs. Dennison stated that 2012 was the last audit and in between that time there was flooding as well as reconstruction of the books. She added there were some records they were not able to look at as closely as they would have liked to and for that reason, they did not specially issue an opinion for the 2019 audit. Mrs. Dennison continued through the results and answered any clarifying questions from the board. Dr. Knight extended appreciation to Mrs. Phyliss Spragin from Wesley Peachtree Group, who was on virtually, who assisted with the bookkeeping in partnership with Anderson, Smith & Wike.

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

- 1) Finance- Commissioner Myrick asked what certain items were listed on the check detail and Dr. Knight answered all clarifying questions. He also stated it might be a good idea to attach the Lowes receipts to the check detail. Commissioner Jones stated a question arose previously about the custodian and stated he started a log to see how many hours he worked. He added that one week the custodian exceeded 32 hours and raised the question if he is getting paid enough. Dr. Knight stated his duties varies from week to week and stated she thinks the Town is compensating him for the services rendered. Commissioner Myrick expressed his concern on why the senior van needed wiper blades and antifreeze. Commissioner Joyner motioned to approve the budget amendment message, Commissioner Bullock seconded. Vote carried 4-0. Commissioner Joyner motioned to accept the increase in mileage rates for the remainder of 2022 year, Commissioner Bullock seconded. Vote carried 4-0. No further questions.
- 2) Public Works- Commissioner Myrick asked is there a reason why Edgecombe County failed to mow the dike. Dr. Knight stated that public works mows it in collaboration with Edgecombe County. Commissioner Myrick also asked about the door on the public works storage building and stated it is important that the door is secured. No further questions.
- 3) Historic Outreach Coordinator- Mayor asked for a report from the New Orleans trip and Dr. Knight stated the trip was effective and rewarding and they were able to walk away with resources that the Town can utilize in their day-to-day operations. Commissioner Joyner added the guests were very interested in the Town's partnership with Conservation Trust of NC as to how its worked so effective and how its helped the Town and stated the trip was a success. No further questions.
- 4) Senior Center- Commissioner Myrick asked when the grip pads are being installed on the steps and Dr. Knight stated she was not pleased with the sample that the vendor left and added she is exploring other options. Commissioner Bullock recommended the Town build a middle rail on the steps that would allow seniors to hold on to and prevent falls. Dr. Knight stated that was a great idea and would explore those recommendations. Mayor commended the Senior Center Director for the events she has scheduled for the rest of the year. No further questions.
- 5) Edgecombe County Sheriff Office- Commissioner Joyner stated she thanks the sheriff's office for returning her phone calls with updates when something happens in the community. Mayor thanked the office as well for apprehending the individual responsible for the shooting in such a quick time. No further questions.
- 6) Princeville Volunteer Fire Department- Chief Antwan Brown announced this was his last time coming before the board as Chief of Princeville Fire Department. He added

that he accepted the position for Director of Emergency Services for Edgecombe County. He stated Maurice Knight will assume the role of Fire Chief and added that the Town is still in good hands. Mayor presented Chief Brown with a plaque and gift from the board of commissioners for his dedication to the Town of Princeville. No further questions.

**XI. Town Managers Report**

**XII. Attorney Report**

- 1) Transportation Waiver- Attorney King stated at the last meeting the board was on the same page to adopting the waiver but there was a typo that needed to be fixed. He stated he has corrected the typo and the board can now vote on approval. Commissioner Joyner motioned to accept the transportation waiver, Commissioner Jones seconded. Vote carried 4-0.
- 2) Board Code of Ethics- Attorney King stated he is attending a class in October regarding employee handbooks and code of ethics. He added after he attends the class, he will revisit the topic and answer any questions from the board.
- 3) Dumping Ordinance- Moved to executive session.
- 4) Deputy Waiver- Attorney King provided the board with copies of the deputy waiver, for use of the Town Hall Parking lot. Commissioner Bullock motioned to accept the deputy waiver, Commissioner Jones seconded. Vote carried 4-0.
- 5) 320 Mutual Blvd Violation- Attorney King advised the Town to try sending the violation via FedEx and if that doesn't work, the Town can start talking about the next steps.

**XIII. Old Business**

- 6) Market Analysis- Dr. Knight stated NC Growth completed the Market Analysis which will serve as a guide to the concept plan and in pursuing future funding opportunities. She extended her appreciation for the dedication of NC Growth. Commissioner Jones approved the market analysis, Commissioner Joyner seconded. Vote carried 4-0.

**XIV. New Business**

- 1) ARP funds-Commissioner Jones stated after several meetings he discovered that what the Town is trying to do with the ARP funds for education, is duplicating what Edgecombe Community College is already doing. He added he could not rest on a soft pillow knowing that some of the citizens homes in Princeville will be elevated, but they don't have the funds to repair them. He proposed the board leave \$2,000 in the education funds for gas vouchers and take the remaining \$203,087.28 and put them into repairs. Mayor stated the issue right now is lack of education and the mission was to make sure we provide employment and employees that will attract visitors to the area. Commissioner Jones stated that people are more inclined to wanting a safe place to live, versus going to school and not having a place to lay their head. Commissioner Joyner stated she thinks the trade program and the summer youth employment are very important and wondered if it makes sense to wait to see how much the Town will spend on these programs before moving all of the education funds to home repairs. Commissioner Bullock chimed in and stated if the citizens home isn't fixed, a child don't have a place to study. He stated to fix the house and the child will have always have the opportunity for a better education, but the immediate need is the home. Commissioner Myrick stated the Town needs to look at



how we can get the citizens the repairs they need and take a look at the guidelines again. The board continued to discuss ARP funds and decided to table the matter for further discussion. No further questions.

**XV. Executive Session:** Commissioner Joyner voted to go into executive session, Commissioner Bullock seconded, vote carried 4-0.

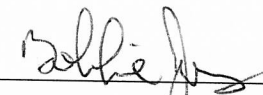
- N.C.G.S. 143-318.11(a)(1)(6) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of United States, or not considered a public record within the meaning of the Chapter 132 of the General Statutes.
- N.C.G.S. 143-318.11(a)(4) To discuss relating 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.

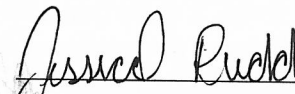
Commissioner Jones motioned to end executive session, Commissioner Myrick seconded, vote carried 4-0. Commissioner Bullock motioned to go back into regular session, Commissioner Myrick seconded, vote carried 4-0.

- 1) Economic Development- North Carolina Emergency Management and Attorney Durwin Jones discussed the BRIC grant and gave an update on the HMGP, Pioneer Court, and the 88 acres. Commissioner Joyner motioned to approve the resolution designation of applicants, Commissioner Myrick seconded. Vote carried 4-0
- 2) Acquisition- The board discussed next steps for 400 Mutual Blvd in consultation with Attorney King. They also discussed the property next to the Senior Center.
- 3) Personnel- The board discussed Town Manager's contract. Commissioner Joyner motioned to make changes to Dr. Knight's contract per discussion, Attorney King would have the draft completed in 30 days, Commissioner Jones seconded. Vote carried 4-0. Commissioner Jones motioned to approve the amendment to contract to audit accounts for year 2019 and 2020, Commissioner Bullock seconded. Vote carried 4-0.

**XVI. Board Comments-** Commissioner Joyner stated she went to a legislative hearing in Raleigh regarding NCORR and added there are some concerns she has with that. She stated she will be calling a meeting with the constituents, especially if they were impacted by NCORR. She stated to be looking out for a call from her to set that meeting up. Commissioner Bullock stated there was a visitor who had a public comment and interested in purchasing property near the Town Hall. Mayor asked if they would speak with the Town Manager to get the property owner's information.

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

 10/17/2022  
Bobbie Jones, Mayor Date

 10/17/2022  
Jessica Rudd, Clerk Date