



TOWN OF PRINCEVILLE
Board of Commissioners Regular Meeting
February 27, 2023, 7:00PM

Present: Mayor Bobbie Jones, Mayor Pro Tem Alvin Jones, Commissioner Linda Joyner (teleconference), Commissioners JoeRoam Myrick, Milton Bullock

Staff: Town Manager Glenda Knight, Attorney King

I. Call to Order and Roll Call (Silence Cell phones please. State the date for recording purposes) Mayor Jones

II. Invocation by Mayor Pro Tem Alvin Jones

III. Pledge of Allegiance N/A

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

- 1) Delia Perkins: 123 Neville Street. Upset for the birthday celebration that no representation was from Princeville citizens. Questions: why stop the leaf pick up when the spring is coming and people will start cleaning up, how you going to collect taxes if there is no annexation of the 53 acres, why don't you have a clerk and finance officer which is much needed, the board needs to get more involved in the town's business, the money that the County is holding needs to be checked into, clean out the ditches, the board have a meeting with the citizens and take serious that a visit from LGC should not be taken likely, take it from experience.
- 2) Mary Tate: 2907 Elsworth Drive Greenville NC. Shared the activities and growth of the Senior Center. The next three months, the senior center would have been in operation for one year. 14 individuals attending upon hire, now there 57 registered members and about 25-30 attending consistently. It's extremely important that the Board members attend senior center activities due to representation of each ward to get to know the citizens. Happy to be a part of the Senior Center and they are like brothers and sisters as the only child.

V. Announcement

- 1) Noted by the Mayor that the Public Hearing scheduled for this meeting has been postponed until April 17, 2023.
- 2) In the event of an emergency, please move to your nearest exits noted by the mayor. Pointed out the exit signs to the audience.
- 3) Optum Serv is providing testing for COVID-19 on site Monday and Tuesday from 10-4pm here at the Town Hall.
- 4) Carolina Health Center is offering weekly recovery meeting from four dimensions: Health, Home, Purpose and Community at the Senior Center from 6pm-8pm.
- 5) Monthly bingo games start the end of March, the last Tuesday of each month at the Senior Center from 5:00pm-7:00pm at the Senior Center. \$1 for the first card and .50 for every additional card.

- 6) Spring community youth and senior fund raiser is scheduled for May 20 with community pop up, food trucks, \$40 and vendors are \$30. Early bird registration is \$5 off by April 21st. Door opens at noon, ECSO will provide services.

VI. Adjustment to Agenda Commissioner Joyner asked to add on one item to the agenda under new business relating to trash pile up on Neville Street and Cathedral. Mayor Pro Tem motioned for approval; Commissioner Joyner seconded. Motioned carried 4-0 to add under new business #2. Mayor Pro Tem asked to add under new business, priority of paving the streets, #3. Motioned by Commissioner Joyner, seconded by Commissioner Bullock. Motioned passed 4-0. Mayor Pro Tem asked to add the pressure of the hydrants in Forest Haven, #4. Motioned by Commissioner Joyner, seconded by Mayor Pro Tem. Motioned carried 4-0. Add #5 under new business, the dead tree on 1st tree. Mayor stated that it can be under Atty reports. Atty King stated that he has not had access to his emails since 2/3 so he would have to check with IT. Mayor Pro Tem asked to retract the hydrant. Commissioner Joyner motioned and it was seconded by Mayor Pro Tem. Motioned carried 4-0. It would be brought up under board comments to include Commissioner Bullock report of a near accident at the Senior Center. Commissioner Joyner ask to add under new business, a discussion on, the likelihood of a citizen who has property in Princeville serving on the planning committee. Mayor asked was the citizens in the ETJ. Commissioner Joyner answered no and stated but they own property in Princeville. Atty King stated that one would need to be a resident of the community to serve on the planning board. Atty King stated that he would double check but he's almost sure they would need to be a resident.

VII. Approval of the Agenda

- A. Consent Agenda:** Mayor Pro Tem motioned to approve; Commissioner Myrick seconded. Passed 4-0. Commissioner Myrick ask for a change on the minutes from Commissioner Linda Joyner to Mayor Pro Tem Alvin Jones (1st page). Also, page 3 of 6, at bottom, with the number of staff attending training should be 3 oppose to 2. Noted by the Town Manager, January executive session minutes not included and would be sent later. Motion to remove executive session, by Mayor Pro Tem and seconded by Commissioner Myrick. Vote carried 4-0.
- 1) January 17, 2023, Regular Meeting. Commissioner Jones inquired about Personnel under regular minutes that the ramifications were not noted. Town Manager reminded Mayor Pro Tem that the details of the increase for Town Manager will be in executive session minutes. Moved to vote for approval by Mayor Pro Tem Alvin Jones, seconded by Commissioner Myrick. Vote carried 4-0.

VIII. Presentations (Limited 5-10 minutes. Ask presenters to speak from podium).

- 1) NC State: Dr. Leslie updated the board on pre planning with the planting of trees for stormwater management. She presented an illustration of the high-risk area that the team is planning to plant trees throughout the downtown area. The concentration is focused on the Town owed properties oppose to private owners. Dancy, Church and along Walston will be street trees, in filling in the gap. Would like to maintain a few of the trees on town owed properties. Asking this evening for the board to approve the new plan so the team can start procuring the trees. A lot of design work has been done and the team would like to start planting the trees before the grant runs out the middle to the end of the summer. 50 street trees are now funded and more planting can be done with a longer term in answering Commissioner Bullock's questions if other areas would be included not noted in the presentation. Commissioner Myrick and Bullock ask if they could join them in town to tour the areas. Town Manager stated that she would send the schedule once received. Commissioner Joyner inquired about pictures of the trees and Dr. Leslie can send for view via email. About 9 would be planted along the upper edge of the Town Hall per Dr. Leslie in answering Commissioner Joyner's question. Can the trees be used for Christmas decoration per Commissioner Joyner and Dr. Leslie answered yes. Mayor Pro Tem inquired if

the 100 trees that were offered previously if it went down on official record. Commissioner Bullock answered no and there was a different Mayor. Mayor Pro Tem recommended that Dr. Leslie not reach out to the company and Commissioner Bullock confirmed that they would reach out to the company. The team will be in the area flagging spaces for the trees. Dr. Leslie continued in explaining how the storm water management planting will work in various areas. Commissioner Joyner inquired about Black Street. Mayor Pro Tem shared that Black Street would not benefit from the tree planting because its about the pipes being under sized for the flow of water that comes through that area. Tar River dumps over into Black and there is blockage noted. Town Manager inquired if the NC State team was able to consult with Wooten and Associates considering there will be parking lot replacement. Dr. Leslie shared that they looked at their plans and it appears that it would be out of the SOW with Wooten. Professor Fox reminded the Board that their focus is on Town owed property only. Timeline to be completed by the end of June. Will get full approval in March to not delay the installation and after meeting with both said Commissioners. The new plan was approved by Mayor Pro Tem and seconded by Commissioner Myrick. Motion carried 4-0.

- 2) Mary Glasscock: Shared her role, objectives, Legislative ask as well as the # of grants the Town currently have, roughly in the amount of about \$28 million. Displays shared with the board. She noted that it could take about 400 hours to manage just one grant. She shared that it's important that the Town work towards managing the current grants before applying for more. She noted that the Town had mentioned to pursue the next round to the Rural Transformation grant. Also shared was the benefit of the staff attending the 2CFR200 Uniform guidance. Noted was the goal of cloud based technology that would make it safe to store town information. Updated provided on the elevation of properties totaling 50 and the number was reduced because citizens dropped off and then some homes were found not to be feasible for elevation upon the current engineers visiting the properties. Commissioner Myrick inquired about the insurance. Town Manager replied that having the NFIP insurance is a must. Citizens were informed during the application process of this necessity. Commissioner Joyner inquired about a safe # of grants to apply for at one time and is there a such of a thing that too many grants can be applied. Mary responded that the best thought is to discontinue applying for grants and get shovels in the ground. No new grants should be pursued until the Town is able to reassess the current grants for the summer. Commissioner Myrick asked if this was a part of the audits. Town Manager answered yes, in that any funds over \$750,000 would require a single audit. Mary confirmed.

IX. Department Reports (See attachments)

- 1) Finance: Commissioner Myrick inquired about the expense break down of the 138th. Town Manager replied that the close out report will be in the March packets and would be shared under old business of the agenda.
- 2) Public Works: Commissioner Myrick inquired about picking up the remaining leaves and limbs. The Town Manager responded that all the leaves in the entire community have been picked up considering tomorrow is the ending day for this season for pick up. Calling post have been repeatedly sent out to citizens over the past two weeks as a friendly reminder approaching the last day so that they were able to get their leaves out to the curb. Limbs would continue to be picked up on Thursdays. Also that the leaf bags are taken to the landfill.
- 3) Grants Compliance Coordinator: no questions
- 4) Senior Center: no questions
- 5) Edgecombe County Sheriff Office: Commissioner Myrick inquired about last month's report with shootings reported. Town Manager shared that Captain Ellis

noted that the reports provide the calls that come in to the ESCO. He also inquired if the captain was still reporting who is working. Town Manager noted that since the transition of Captain, now Chief Williams, she believes that Captain Ellis is trying to get acclimated to the role. Commissioner Myrick noted that more visibility is needed in the community.

6) Princeville Volunteer Fire Department: No questions.

X. Town Managers Report:

1. Dst 6 project: Directly from the Asst County Manager that the Dst 6 project may be delayed until March considering the potential funding restriction. Commissioner Myrick inquired was there a significant amount of funding just for Princeville. Town Manager responded that the SOW is for Dst 6 which includes Princeville and there is a SOW specifically for Princeville. Commissioner Bullock stated that he thinks it would be important for each Commissioner to get involved with the various ditches in each ward so whenever ppl is coming in such as with the trees that the board can take such people to where the problems are in the community.
2. Elevation Project: Carried during Mary's presentation. A mtg took place on the 9th and following the instruction of the engineers request to start the project. Mayor Pro Tem inquired of the number starting at 70. Town Manager elaborated that the project will be phased out with a total number of 50.
3. Rural Transformation Grant: Town Manager informed the board via an email the results of the grant in that the Town were not the recipients but would apply during the next opening in March on the 23rd until April.
4. 88 acres: The RFQ is out for the 25 single homes. The agreement was included for the leasing of the area that releases the Town of any damage if and when the preliminary process takes place for the single homes such as the Environment Assessment, etc. The Town Manager shared that the lessee had already signed and the signature is needed of the Mayor. She shared that the lessee stated that he did not have any issues with the release waiver.
5. LGC visit: Town Manager provided a friendly reminder that LGC reps visited frequently while at the Temp location and the visiting reduced as their caseloads increased. And that the Town has been on the monitoring listing prior to this administration due to the audit delinquency and now the turnover with finance officers. The visits will continue and they stand ready to provide support. During the visit, they provided internal controls recommendations to include purchase card usage agreement (Atty King confirmed that the agreement look fine and there was no harm with implementing the agreement), proper stamp for the checks not just the purchase requisition form and ensuring that there are alternative staff deputized by the board to assist with deposits, etc. as there should be a check and balance. The Town Manager, asked that the Board approve Mary Tate as primary and Tara Honesty as secondary. It was moved by Mayor Pro Tem and seconded by Commissioner Joyner, voted carried 4-0. Also, the Town needs to reassess the bonding amounts considering grant funds. Mayor reminded the board of the necessary training. Ms. Phyliss (CPA) updated the Board that the FY 20 audits had been sent to Anderson and they are working on the FY 2021. It is estimated that they request for documents from Anderson for FY 2021 will be provided in the next two weeks. The main goal was to get to LGC the FY 19, 20 & 21. Mayor inquired about 2023. The Town Manager replied that the 2022 would need to be completed before Anderson will send an engagement letter for 2023. 2013 was the last audit completed before engaging OSBM. Mayor Pro Tem inquired the audits that were completed prior to 2013. Town Manager replied, LGC did a waiver on four years but required the bookkeeping which allowed the Town to complete 2013.

XI. Attorney Report

- 1) Dumping ordinance: Atty King thought the ordinance was good and inquired if the Board has questions. If not, they can move forward with the ordinance.

- 2) Code of Ethics update: Atty King noted that it did not need to be officially voted on. But could vote on it whenever the guys can choose. Mayor shared that he sent an email in inquiry concerning the document whenever Atty King email is back in commission.
- 3) 320 Mutual Blvd: Depending on action, closed session. Moved by Commissioner Myrick, seconded by Mayor Pro Tem, voted carried 4-0.
- 4) Condemnation: Atty King stated that he has not received an update from Atty Parker's office, but he would follow up on the status.
- 5) Dead tree on 1st street: Commissioner Myrick ask to resolve. Atty King probed for more information. Commissioner Myrick elaborated that there was some right a way and it may fall. Code Enforcer is the Town Manager. Mapping information sent to the Atty for review. Atty King stated that there may need to be a surveyor to confirm whether its on the right a way or on the private property. Otherwise, send violations.

XII. Old Business:

- 1) 138th Founders celebration: Town Manager thanked the Board for their supporting with the calendar of events. Most of the events were a great success and the committee worked diligently with each event. A full report will be provided in next month's packet.
- 2) Education ARP update: Funds were obligated ARP educational, also approved was two clinicians to start the work with the elementary school. Met with school personnel and they were excited for the wellness resource for the students. Based upon the needs, a service agreement was drafted. Mayor Pro Tem expounded about the distinction of the two clinicians and noted that one is client focused and the other is community focused, trying to fit their agenda onto the service instead of making accommodations for the service that needs to be provided. Commissioner Myrick stated that the focus should be on the Town's children not other children here and there. Who else will come and contributed funds to the program. Mayor stated that the benefit of Dr. Shaw is that she is a retired educator and knows the needs of the students in the classroom. Although outside students, the services are going to be beneficial for Princeville elementary. Mayor Pro Tem voted to move the project along with the agreement, Commissioner Joyner seconded, voted carried 3-0 (Commissioner Myrick voted against).
- 3) NCDOT: Town Manager spoke from the written document from the NC DOT rep in that a visit was made on site and there was not enough foot traffic for a cross walk. It was also noted that the Town would be responsible for the ADA ramping and NC DOT would come out to complete the stripping. One of the legislative asks is a camera system.

XIII. New Business

- a. Target Violence and terrorism grant: NCCU is pursuing this grant and assessed the Town to be a great candidate to be included along with Henderson and Durham. The team has been meeting to discuss the documents needed to complete the grant under Dr. McMurray. Apart of the grant is forming an advisory committee: faith based, educator, law enforcement, citizens, students (17-25 years of age). Commissioner Myrick inquired if this was connected to getting the camera system. Town Manager responded that the data collection would be great to use for any grant pursuits.
- b. Trash on Neville and Cathedral: Commissioner Joyner spoke to the pile up of trash in both areas (from chairs, tables, couches) and it randomly happens, and she is not certain that it's coming from the residents on Neville. Mayor stated that it's easy with the church just to ask them to move the items. The church has received a warning of the need to remove the items and the next step is a violation letter. Atty King suggested to contact the homeowner to manage the dumping. Commissioner Myrick stated that if mail is found, they can be held responsible unless the law has changed. Atty King said the responsible person is the landlord. Commissioner Bullock departed the meeting.
- c. Paving of streets: Town Manager updated the board that NCORR has unofficially approved to resume paving of streets. She stated that the wait is now, the official approval so that the Town might reengage SEPI. Town Manager replied to

Commissioner Myrick that SEPI will consult with the County to not overlap services.

XIV. Executive Session: Mayor Pro Tem Jones motioned for approval, seconded by Commissioner Myrick. vote carried 3-0.

- N.C.G.S. 143-318.11 (a)(4) To discuss relating to 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.
- 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
 - 1) Economic Development: Atty King stated that he would follow up on the condemnation, 311 Walston, 400 Mutual Blvd and continue to add up the cost of violation with the structure on Mutual until it reaches a goal amount.
 - 2) Personnel: Informed the Board that there may be a potential applicant for the Town Clerk, waiting to here back from the offer from the panel interview. Finance potential applicant decided to stay with current employer. Would advertise again. In the meantime, the Town Manager would reach out to a recommendation for M& D Accounting for temporary outsourcing and report back to the Board in March. Also, search for the last outsourcing CPA out of Wilson.

XV. Board Comments: Commissioner Joyner noted that she is concerned about the lack of communication with the USACE. Mayor expressed his concern as well with the concern of another flooding as the money is now secured. Mayor made the concern known to Congressman Davis on two occasions. Contact need to be sustain until something happens. Mayor mentioned a call from Rev Roosevelt Higgs to rename the bridge after Commissioner Bullock and Walter Plummer. Mayor suggested the bridge for Plummer and the entry into the 53 acres after Commissioner Bullock. Commissioner Joyner moved for approval, seconded by Commissioner Myrick, motioned carried 3-0.

Commissioner Joyner mentioned the summer youth funding with the ARP funds to have the youth in place to determine the programming. Town Manager mentioned that contact has been made with school officials. Commissioner Myrick inquired about the Heritage Park building for renting. Town Manager reminded everyone that there remain heavy items in the building that needs to be moved to be rented. Commissioner Myrick stated that he would meet to look at it and that everyone gets Mental Health assessments. Motion to close executive session by Mayor Pro Tem Jones and seconded by Commissioner Myrick. Vote carried 3-0. Motion to resume to open session motioned by Mayor Pro Tem Jones, seconded by Commissioner Myrick, motioned carried 3-0.

XVI. Adjournment Motioned by Commissioner Myrick, seconded by Mayor Pro Tem Alvin Jones, motion carried 3-0. Meeting adjourned.

Bobbie Jones, Mayor

Date

Glenda L Knight, Town Manager Date