

TOWN OF PRINCEVILLE
Board of Commissioners Minutes
January 17, 2024 7:00PM
201 S. Main Street, Tarboro, NC 27886

Board Present: Mayor Bobbie Jones, Mayor Pro Tem Joe Roam Myrick, Commissioner Alvin Jones, Commissioner Vananza Brown, Commissioner Lee V Staton

Staff Present: Town Manager Glenda Knight, Town Clerk Alexis Carter, Town Attorney Ryan King

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

II. Invocation: Commissioner Alvin Jones

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

1. **Mark Osterhout:** Announced that he is running for District Court Judge and wanted to introduce himself. He stated that he is a current partner at Fields & Cooper, PLLC and he stands for accountability and fairness.
2. **Calvin Adkins:** 103 Ridgewood Road. Asked the committee to increase public comments back to three minutes. He spoke about the 139th Founders Day Celebration and stated that the Princeville Hall of Fame is a good idea; however, the cost of tickets (\$40) is too high. He also stated that the promotion of the 53 and 88 acres need to be pushed because it is a good idea and important to grow. He stated that Mr. Robert Dancy hasn't heard back about streets being renamed. Lastly, Mr. Adkins stated that the fire truck does not have a ladder.

IV. Announcements

- 1) In the event of an emergency, please use any exit that is the safest.
- 2) Senior Center Valentine Social February 10, 2024 6PM-9PM
- 3) 139th Founder's Banquet February 16, 2024 @ 7PM
 - a. The committee asked the board to assist the 139th Founder's Banquet by selling 10 tickets.
- 4) Black History Month: Princeville Elementary School February 23, 2024
 - a. Angels at the Blackboard Exhibit 5:30PM-6:30PM
 - b. Playback Theater 7:00PM-8:30PM
- 5) Congratulations Ms. Phyllis (Finance Class Completion)

6) Community Garden Upcoming Event January 29, 2024

V. Adjustment to Agenda

- a. Under old business add 139th Founders Celebration, Princeville Hall of Fame, Community Garden and Mobile Home. Mayor ProTem Myrick motioned to approve adjustment to agenda and Commissioner Brown Seconded. Vote carried 3-0.
- b. Under Executive Session add Personnel closed session. Mayor ProTem Myrick motioned to approve adjustment to agenda and Commissioner Brown seconded. Vote carried 3-0.
- c. Under New Business add Microgrid Analysis. Commissioner Jones motioned to approve adjustment to agenda and Mayor ProTem Myrick seconded. Vote carried 4-0.

VI. Approval of the Agenda (Recommendation: Approval) Mayor ProTem Myrick motioned to approve the agenda and Commissioner Brown Seconded. Vote carried 3-0.

- a. **Consent Agenda** Motioned by Mayor ProTem Myrick with necessary corrections, seconded by Commissioner Brown. Vote carried 3-0.

- i. December Regular Minutes Session

VII. Presentation

- a. Financial wellness month (Telco):
 - i. **Charles Johnson**, President/CEO of Telco, spoke about a future financial presence for Telco here in Princeville to include an ATM.
Mayor ProTem Myrick asked when Mr. Johnson could return and provide more detailed information so that they can begin to move forward with this idea.
Mr. Johnson responded that he has already been in the works of running numbers and dreaming up ideas on how to make this work. He stated that a conversation could happen very soon. Mayor ProTem Myrick asked that Mr. Johnson continue to communicate with the Town Manager to open communications regarding this topic.

VIII. Department Reports

- 1. Finance Reports (Check detail, Debit card, Budget vs Actual):
Mayor ProTem Myrick asked about check account 7669 where there was a transfer of \$304,000. Dr. Knight responded that the money was transferred from the General Funds to the ARP Funds because it was the second installment of ARP Funds and that there was documentation attached.
Mayor ProTem Myrick asked about reference number 2021. Dr. Knight stated that was the power bill and that was the amount received to be added to the amount we already have.

Mayor ProTem Myrick asked about reference number 3243. Dr. Knight responded that was for Commissioner Bullocks marker AOA sign.

Mayor ProTem Myrick asked about reference number 3263 on page 2. Dr. Knight stated that it is a late fee for storage held at Lancaster and that it is the towns responsibility so that we do not lose the storage space. Mayor ProTem Myrick asked if the Heritage Park historical painting was located in this storage. Dr. Knight stated that these are the museum historic items.

Mayor ProTem Myrick asked were we still tied into both Brightspeed and Century link. **Dr. Knight** explained that Brightspeed manages the systems at the senior center with the elevators and Lumen handles the internet services. Dr. Knight explained that our finance officer Ms. Kay Hardison is working to make sure we are billed properly because it seems that we are still being billed at our old temporary location and she is working to get that cleared.

Mayor ProTem Myrick asked about two payments for GFL. **Dr. Knight** explained one and is for November and one is for December.

Mayor ProTem Myrick asked for a copy of the invoice for the Christmas items purchased from Lowes.

Mayor ProTem Myrick asked about the \$150 charge at Heritage Park, specifically if the leak was handled. Dr. Knight stated that she was not sure if that charge was the plumber or the leak issue but the issue was handled.

Mayor ProTem Myrick asked did we have to pay reference number 3254 again and are we paying this service every month? **Dr. Knight** explained that those are our accounting services and it varies depending on the services rendered. **Mayor ProTem Myrick** says that it looks like a substantial amount and wanted a copy to see those payments.

Mayor ProTem Myrick asked about number 3214 Commonwealth. Dr. Knight stated that it was to add a story board to the museum and Commonwealth was the contractor and those funds will be reimbursed by FEMA.

A. Budget amendments (**Recommendation: Approval**) Mayor ProTem Myrick motioned to table budget amendments until next board meeting, seconded by Commissioner Brown. Vote carried 3-0.

2. Public Works: No comments
3. Senior Center: No comments
4. Edgecombe County Sheriff Office (ECSO): No comments
5. Princeville Volunteer Fire Department (PVFD): No comments

6. Carolina Family Health Centers, Inc./Freedom Hill Community Health Center: No comments
7. Ameri Corp: **Mayor ProTem Myrick** asked Dr. Knight to share information about the \$5,000 discussed at the last meeting. **Dr. Knight** stated that the \$5,000 is the money that comes from Conservation Trust for the role of AmeriCorp.
8. PYA: **Mayor ProTem Myrick** asked Dr. Knight to provide more information about the COPE Program. **Dr. Knight** stated that the COPE Program has been working with the Princeville Youth Academy for 8 months to educate the youth about water quality, testing of water and how to make water friendly in your community instead of fearful.

IX. Town Manager's Report

1) Black Mountain Software Quote: Dr. Knight yielded to Mr. Chase who was on the line to answer any questions that the board had. Mayor Jones asked should the 2022 and 2023 audit be completed before the transition. Mr. Chase stated before going live with the software the audit for all previous years will need to be complete. Ms. Phyllis provided an affirmative head nod noting that the 2022 and 2023 audits will be complete this year. Mayor Jones then asked a follow up question to Mr. Chase asking that since that will be complete this year will they take over the conversion process for 2024. Mr. Chase stated the conversion process would not begin until 2026. Mayor Jones then read the agreement aloud for the record.

Mayor ProTem Myrick motioned to approve Black Mountain Software Quote, Seconded by Commissioner Staton. Vote carried 3-0.

2) Housing Repair: **Dr. Knight** notified the board that the current contract with the contractor has been terminated. She provided two possible solutions moving forward: (1) the residents to contract with their own contractor, bring receipts, repair not to exceed \$3,000 and (2) go back to OIC to see if they are still available to provide services. Dr. Knight asked the board for any recommendations and solutions they may have. **Attorney King** advised not to have citizens contract separately and his legal perspective and advice would be to keep the relationship between the town and the contractor. He explained the appropriate next steps would be putting it out for procurement. **Mayor ProTem Myrick** expressed his reluctance in choosing OIC due to the possible lack of quality in the work and suggested putting the bid back out seeing what comes in. **Commissioner Staton** asked for a list of houses for repair and Mayor ProTem Myrick asked for an updated list of houses. Dr. Knight stated that the Clerk will provide copies of the list.

3) 88 Acres Kickoff: Dr. Knight stated that both herself and the Clerk had the opportunity to meet with the contractors who were selected by OSBM to do the design. She showed them

the design from the 2021 retreat. The contractors would like next steps to be engaging with the community and coming before the board in either the February or March meeting to get the current vision.

4) Floodgates: Tabling to give Attorney King and the board a chance to review the 100 page manual.

5) Farmers Market: The area has been cleared and they are waiting on the drop inlets for the concrete. It is anticipated to move quickly once inlets are received because completion date is scheduled for February 2024.

X. Attorney Report

1) Condemnation: No update

2) Acquisition

a. 400 Mutual Blvd: There seems to be an issue with the heirs because there seems to be more children. Attorney King yielded to the board with any assistance reaching the individuals. He stated that they have not been able to confirm, identify and reach out to possible children. He said that he can verify the names of the potential heirs. He stated that the attorney he is working with needs to be able to reach out to these potential heirs because if they cannot find all the heirs they cannot move forward.

b. 311 Walston: They have not been able to get in touch with four siblings. He again yielded to the board with any assistance finding and reaching out to these individuals.

3) Close out Documents: Attorney King stated he has not heard from Mr. Walker.

XI. Old Business

1) United States Army Corps of Engineer's: **Commissioner Jones** wanted to know next steps. **Mayor Jones** asked Dr. Knight to reach back out and get an updated status.

2) 139th Founders Celebration: **Mayor ProTem Myrick** stated that we need to look at being more conservative with funds and suggested doing something more local and in house rather than Edgecombe Community College. **Dr. Knight** stated that this was brought before the board several times and everything is final. She also stated that the cost to rent Edgecombe Community College is \$100 due to being a nonprofit organization. She asked due to all plans being finalized if any changes are to occur that they happen next year. **Mayor Jones** explained the importance of this celebration and hopes to see it continue.

- 3) Princeville Hall of Fame: **Commissioner Myrick** suggested that we needed to hold off on this right now due to waiting for audit. **Mayor Jones** stated that the Princeville Hall of Fame does not have anything to do with the audit. **Commissioner Staton** asked did we have entries. **Dr. Knight** stated yes and there was a copy of the application available in the board's packets and available to the public online.
- 4) Community Garden: **Mayor ProTem Myrick** stated that his questions regarding the community garden have already been answered.
- 5) Mobile Home: **Mayor ProTem Myrick** stated that they would like to go ahead and see the mobile home moved and looking at an increase of \$1,000. **Attorney King** explained that in order to increase the daily amount the ordinance would have to be changed and then have a notice period before it would change. He explained that this would affect matters going forward but not the current matter at hand.
Mayor Jones reminded board members to not have "meetings before the meetings". He emphasized that doing so is illegal and unethical. **Attorney King** re-emphasized that meeting separately before the meeting is illegal.

2) New Business

- A. Mileage Increase: **Dr. Knight** explained that the IRS has increased mileage and with the standard increase she is asking for an increase to match the IRS.
Mayor ProTem Myrick motioned to allow the recommendation of the IRS, seconded by Commissioner Staton. Vote carried 4-0.
- B. Tiger Dams: **Dr. Knight** yielded to Mr. Ligi for any questions. **Mayor Jones** asked were these just for commercial buildings or residential as well. **Mr. Ligi** responded that these are for all types of infrastructures and roads. **Mayor Jones** asked how you bill. **Mr. Ligi** stated that they do preliminary quotes and there are grants available.
- C. MicroGrid: **Mr. Horne** explained that a microgrid is a smaller network of buildings and facilities that are tied into the larger grid but could operate independently in the case of an outage due to natural disaster. He stated that they have been working with contractors who did a preliminary assessment of the region to see what towns would benefit from MicroGrid and Princeville was one of those towns. The reason for his presentation is to get a green light from the town to move forward with the microgrid analysis, which will identify sights for the microgrid implementation. This analysis would be at no cost to the town only minimal time regarding communication and meeting.
Commissioner Jones motioned to move forward with the microgrid site analysis, seconded by Mayor ProTem Myrick. Vote carried 4-0.

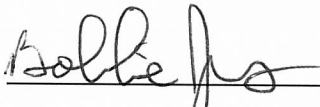
XIV. Board Comments

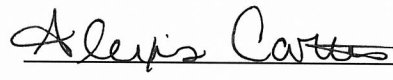
Mayor Jones stated he will leave a copy with Dr. Knight and online of the Regional Aging Plans Needs Assessment for seniors to receive a copy.

XV. Executive Session: Motion to go into executive session by Mayor ProTem Myrick, seconded by Commissioner Brown. Vote carried 4-0. The board met to discuss a personnel matter. The Clerk was asked to leave for Attorney/Client privilege reasons. Motion to close executive session by Commissioner Jones. Seconded by Commissioner Brown. 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.
 1. Personnel Matter: No voting matter
 2. Economic Development: N/A

XVI. Adjournment

 3/6/24
Bobbie Jones, Mayor Date

 3-6-24
Alexis Carter, Town Clerk Date