

TOWN OF JAMESVILLE
SPECIAL BOARD MEETING & FY 2022-2023 BUDGET HEARING
06/27/2022 MINUTES

The following is an account of the minutes taken at the Special Board Meeting held between 5:00 p.m. & 5:40 p.m. on 06/27/2022 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846. Due to the COVID-19 Pandemic, social distancing measures were made available to all. Virtual meeting attendance was provided for public access through Zoom meeting.

Attendees

- Craig Tucker - Mayor
- Willis Williams - Mayor Protem
- Rachel Craddock - Commissioner
- Larris Tolson - Commissioner
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

I. Call to Order

Mayor Craig Tucker brought the meeting to order. Commissioner Larris Tolson offered the prayer.

II. Adopt Agenda

Commissioner Larris Tolson made the motion to adopt the agenda as presented. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

III. FY 2022-2023 Budget Public Hearing

A. Open Public Hearing – At approximately 5:10 p.m., Mayor Craig Tucker asked for a motion to open the public hearing. Commissioner Willis Williams indicated, “so move,” with a second given by Commissioner Rachel Craddock. Motion unanimously passed. 5 Ayes – 0 Nays.

B. Public Comment – Mayor Tucker noted for the record that there were no members of the public present with no public commented offered regarding the FY 22-23 budget.

C. Close Public Hearing - At approximately 5:11 p.m., Commissioner Larris Tolson moved to close the public hearing. Commissioner Willis Williams seconded. The motion unanimously passed. 5 Ayes – 0 Nays.

IV. Public Comment – General

There were no members of the public present to offer general public comments.

V. FY 2022-2023 Budget Ordinance

Regarding the FY 22-23 Budget Ordinance, Finance Officer Kimberly Cockrell stated the budget ordinance is the same as presented and reviewed at the Board’s June 13, 2022 meeting, with the exception of removing the word “proposed.” Commissioner Larris Tolson moved to accept the FY 2022-2023 Budget Ordinance. Commissioner Willis Williams gave the second. Motion unanimously passed. 5 Ayes – 0 Nays.

TOWN OF JAMESVILLE
1211 WATER STREET
P.O. BOX 215
JAMESVILLE, NORTH CAROLINA 27846
Phone: (252)792-5006
Fax: (252)799-4313

BUDGET ORDINANCE
FY 2022-2023 - June 27, 2022

BE IT ORDAINED BY the Board of Commissioners of Jamesville, North Carolina, pursuant to General Statute 159-181(c), meeting this 27th day of June 2022 that the following be the budget for FY 2022-2023:

The Finance Officer is hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes: (1) Leases or normal and routine business equipment; (2) Professional or maintenance service agreements; (3) Purchase of apparatus, supplies, materials or equipment; (4) Agreements for acceptance of State, Federal, public, and non-profit organization grant funds and funds from other governmental units for services to be rendered; Liability, health, life, disability, casualty, property or other insurance or retention and faithful performance bonds. Other appropriate Town officials are also authorized to execute or approve such insurance and bond undertakings as provided by law.

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the chart of accounts heretofore established for this Town:

General Fund

REVENUES:

Ad Valorem Taxes	\$112,100.00
Tax Penalties & Interest	\$3,500.00
Vehicle Taxes	\$26,000.00
Interest	\$1,400.00
Cemetery	\$7,000.00
Copies & Fax Collections	\$200.00
Miscellaneous	\$50.00
Elections	\$25.00
Herring Festival	\$7,000.00
Zoning	\$200.00
Appropriated Fund Balance	\$30,205.00
Privilege License	\$30.00
Powell Bill	\$15,400.00
Recreation	\$5,285.00

Town of Jamesville FY 2022-2023 ADOPTED Budget Ordinance 6/27/22 Page 1 of 3

Beer & Wine Tax	\$1,900.00
ABC Revenue	\$1,385.00
Local Option Sales Tax	\$66,000.00
Sales Tax Refund	\$400.00
Franchise Taxes	\$26,000.00
Solid Waste Disposal	\$330.00
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TOTAL GENERAL FUND REVENUES	\$304,410.00
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EXPENSES

Cemetery	\$1,000.00
General Government	\$199,360.00
Public Safety / Police	\$4,000.00
Sanitation	\$66,600.00
Transportation	\$33,450.00
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TOTAL GENERAL FUND EXPENSES	\$304,410.00
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There is hereby levied a tax at the rate of seventy-three cents (\$0.73) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2022, for the purpose of raising the revenue listed as "Ad Valorem Tax" and "Vehicle Tax" in the General Fund in the revenue section of this ordinance. Martin County, including the Town of Jamesville, went through property revaluation effective January 1, 2018.

This rate is based on a total valuation of real property for the purposes of taxation of \$15,186,969 and an estimated collection rate of 88%.

This rate is based on a total valuation of motor vehicle for the purposes of taxation of \$3,736,424 and an estimated collection rate of 98%.

Section 2: The following amounts are hereby appropriated in the Water & Sewer Fund for the operation of the Town's water and sewer utility for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the chart of accounts heretofore established for this Town:

Water & Sewer Fund

REVENUES:

Water & Sewer Charges	\$228,000.00
Interest	\$400.00
Sales Tax Refund	\$600.00
Appropriated Fund Balance	\$9,314.00
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TOTAL REVENUES	\$238,314.00
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EXPENDITURES:	
USDA Debt	
Service/Contingency Fund	\$4,574.00
Insurance	\$7,900.00
Miscellaneous	\$3,000.00
Office Expense	\$8,200.00
Permits and Fees	\$3,500.00
Professional Fees	\$7,000.00
Salaries and Benefits	\$75,140.00
Salt	\$5,000.00
Sludge Removal	\$600.00
Supplies, materials and repairs	\$92,300.00
Utilities	\$18,700.00
Water & Sewer Analysis	\$12,400.00
TOTAL EXPENDITURES	\$238,314.00

Section 3: There is hereby established, for the Fiscal Year 2022-2023, Salary increases consisted of 66% for Elected officials, Merit raises of 4.85% Administration, 4% Operations and 3% COLA for full time employees. The increases shall be available beginning with the first payroll on July 1, 2022.

Copies of this Budget Ordinance shall be furnished to the Governing Board and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 27th day of June, 2022.

Craig Tucker - Mayor

Kimberly Cockrell – Town Clerk/Finance Officer

VI. FY 2021-2022 Final Budget Amendments

Town Clerk/Finance Officer Kimberly Cockrell reviewed the FY 21-22 budget amendments for the General Fund and Water/Sewer Fund, noting ARPA funding was addressed with the project ordinance adopted by the Board on June 13, 2022. Upon request by Mayor Tucker for a motion to accept the final budget amendments, Commissioner Rachel Craddock indicated “so move.” Commissioner Willis Williams gave the second. Motion unanimously passed. 5 Ayes – 0 Nays.

GF Final Budget Amendments

	Budget		Final Budget
	Budget	Amendment	FY 2021-2022
Income			
Ad valorem taxes			
1030111 - 2011 Taxes		\$111.00	\$111.00
1030112 - 2012 Taxes	\$0.00	\$4.00	\$4.00
1030113 - 2013 Taxes	\$0.00	\$0.00	\$0.00
1030114 - 2014 Taxes	\$0.00	\$0.00	\$0.00
1030115 - 2015 Taxes	\$0.00	\$0.00	\$0.00
1030116 - 2016 Taxes	\$0.00	\$0.00	\$0.00
1030117 - 2017 Taxes	\$1,500.00	-\$1,019.00	\$481.00
1030118 - 2018 Taxes	\$3,000.00	-\$1,762.00	\$1,238.00
1030119 - 2019 Taxes	\$8,000.00	-\$3,882.00	\$4,118.00
1030120 - 2020 Taxes	\$12,000.00	-\$7,061.00	\$4,939.00
1030121 - 2021 Taxes	\$96,000.00	\$1,300.00	\$97,300.00
1030200 - PENALTIES AND INTEREST	\$3,500.00	\$0.00	\$3,500.00
1031000 - VEHICLE TAX	<u>\$22,800.00</u>	\$3,200.00	<u>\$26,000.00</u>
Total Ad valorem taxes	\$146,800.00	-\$9,109.00	\$137,691.00
Other governmental revenues			
1032900 - INTEREST	\$2,000.00	-\$1,370.00	\$630.00
1032901 - CEMETERY INTEREST	\$1,000.00	-\$800.00	\$200.00
1033104 - COPIES & FAX COLLECTIONS	\$300.00	-\$85.00	\$215.00
1033200 - CEMETERY LOT SALES	\$7,000.00	\$2,000.00	\$9,000.00
1033300 - Scrap Metal/Equipment sale	\$0.00	\$6,500.00	\$6,500.00
1034503 - SALE OF ASSETS		\$630.00	\$630.00
1035800 - MISCELLEANOUS	\$50.00	\$3,104.00	\$3,154.00
1037900 - ELECTIONS	\$0.00	\$25.00	\$25.00
1038200 - HERRING FESTIVAL REVENUE	\$11,000.00	-\$10,900.00	\$100.00
1038500 - ZONING REVENUE	\$200.00	\$50.00	\$250.00
1039300 - APPROPRIATED FUND BALANCE	<u>\$41,362.00</u>	-\$16,161.00	<u>\$25,201.00</u>
Total Other governmental revenues	\$62,912.00	-\$17,007.00	\$45,905.00
Other taxes and license			
1035000 - PRIVILEGE LICENSES	<u>\$30.00</u>	\$0.00	<u>\$30.00</u>
Total Other taxes and license	\$30.00	\$0.00	\$30.00
Restricted intergovernmental			
1032902 - POWELL BILL INTEREST	\$1,000.00	-\$750.00	\$250.00
1034300 - POWELL BILL REVENUE	\$13,600.00	\$2,115.00	\$15,715.00
1035100 - CARES Act Funding	\$0.00	\$0.00	\$0.00
1035200 - AMERICAN RESCUE PLAN FUNDING	\$0.00	\$0.00	\$0.00
1035300 - RECREATION	<u>\$5,285.00</u>	\$0.00	<u>\$5,285.00</u>
Total Restricted intergovernmental	\$19,885.00	\$1,365.00	\$21,250.00
Unrestricted intergovernmental			
1033000 - PAYMENT IN LIEU OF TAXES	\$0.00	\$1,801.00	\$1,801.00

1034400 · BEER AND WINE EXCISE TAX	\$2,100.00	-\$430.00	\$1,670.00
1034401 · ABC REVENUE	\$1,300.00	\$85.00	\$1,385.00
1034500 · LOCAL OPTION SALES TAX	\$69,000.00	-\$10,600.00	\$58,400.00
1036701 · SALES TAX REFUND	\$400.00	\$1,230.00	\$1,630.00
1037700 · FRANCHISE-TELECOM SALES TAX	\$26,357.00	-\$2,357.00	\$24,000.00
1037800 · SOLID WASTE DISPOSAL	\$350.00	-\$25.00	\$325.00
Total Unrestricted intergovernmental	<u>\$99,507.00</u>	-\$10,296.00	<u>\$89,211.00</u>
Total Income	\$329,134.00	-\$35,047.00	\$294,087.00
Expense			
Cemetery			
1040167 · CEMETERY LOTS- BUY BACK	\$400.00	\$0.00	\$400.00
1040168 · CEMETERY EXPENSE	\$2,500.00	-\$1,500.00	\$1,000.00
Total Cemetery	\$2,900.00	-\$1,500.00	\$1,400.00
GENERAL GOVERNMENT			
104010 · Assistant Town Clerk	\$0.00	\$0.00	\$0.00
1040101 · SALARY- CLERK	\$0.00	\$0.00	\$0.00
1040108 · STATE UNEMPLOYMENT REIMBURSEMEN	\$200.00	\$0.00	\$200.00
1040109 · FICA MATCH	\$7,800.00	\$0.00	\$7,800.00
1040110 · RETIREMENT EXPENSE	\$11,500.00	\$90.00	\$11,590.00
1040111 · EMPLOYEE INSURANCE	\$38,000.00	\$300.00	\$38,300.00
1040112 · BONUS/LONG/COMMISSIONER PAY	\$12,400.00	\$180.00	\$12,580.00
1040113 · WORKMEN'S COMP	\$3,300.00	-\$700.00	\$2,600.00
1040116 · ADMIN SALARIES	\$33,000.00	\$500.00	\$33,500.00
1040117 · AUDIT FEES	\$8,100.00	-\$1,100.00	\$7,000.00
1040118 · ATTORNEY FEES	\$5,000.00	-\$3,000.00	\$2,000.00
1040124 · OFFICE SUPPLIES	\$2,952.00	\$0.00	\$2,952.00
1040125 · MATERIAL & SUPPLIES	\$3,200.00	\$0.00	\$3,200.00
1040128 · DONATIONS	\$0.00	\$0.00	\$0.00
1040129 · MISCELLANEOUS	\$6,520.00	\$0.00	\$6,520.00
1040131 · TRAVEL	\$1,200.00	\$0.00	\$1,200.00
1040132 · CHRISTMAS DECORATIONS	\$1,500.00	-\$620.00	\$880.00
1040133 · ELECTRICITY- TOWN HALL	\$1,300.00	\$0.00	\$1,300.00
1040134 · TELEPHONE	\$2,000.00	\$80.00	\$2,080.00
1040135 · ADVERTISING AND PRINTING	\$400.00	\$0.00	\$400.00
1040140 · DUES	\$2,500.00	\$0.00	\$2,500.00
1040142 · FIRE DISTRICT TAX	\$14,000.00	\$2,000.00	\$16,000.00
1040145 · PROPERTY/LIABILITY INSURANCE	\$7,200.00	\$0.00	\$7,200.00
1040146 · BONDS	\$175.00	\$0.00	\$175.00
1040148 · REPAIRS	\$7,500.00	\$0.00	\$7,500.00
1040149 · DIESEL FUEL	\$1,850.00	\$150.00	\$2,000.00
1040151 · ELECTIONS EXPENSE	\$3,800.00	-\$335.00	\$3,465.00
1040152 · TRAINING	\$1,700.00	-\$300.00	\$1,400.00
1040166 · TAX COLLECTIONS FEES	\$4,000.00	\$0.00	\$4,000.00

1040169 · MOSQUITO SPRAYING	\$2,700.00	\$0.00	\$2,700.00
1040170 · OPERATING TRANSFER	\$0.00	\$0.00	\$0.00
1040175 · MID EAST COMMISSION SERVICE	\$3,500.00	-\$3,500.00	\$0.00
1040190 · CAPTIAL OUTLAY	\$3,700.00	-\$3,700.00	\$0.00
1040196 · ZONING EXPENSE	\$2,000.00	\$1,500.00	\$3,500.00
1048200 · HERRING FESTIVAL EXPENSE	\$15,000.00	-\$15,000.00	\$0.00
1048300 · COVID-19 Pandemic	\$0.00	\$0.00	\$0.00
1048400 · AMERICAN RESCUE PLAN EXPENSE	\$0.00	\$0.00	\$0.00
1048500 · RECREATION	\$5,285.00	\$200.00	\$5,485.00
Total GENERAL GOVERNMENT	\$213,282.00	-\$23,255.00	\$190,027.00
Public Safety			
1043000 · PUBLIC SAFETY/SHERIFF DEPT	\$8,000.00	-\$4,000.00	\$4,000.00
Total Public Safety	\$8,000.00	-\$4,000.00	\$4,000.00
Sanitation			
1040102 · SALARY MAINT 1	\$0.00	\$0.00	\$0.00
1040103 · SALARY MAINT 2	\$0.00	\$0.00	\$0.00
1040106 · Public Works Director Trainee	\$0.00	\$0.00	\$0.00
1040107 · WATER/WASTEWATER OPERATOR	\$0.00	\$0.00	\$0.00
1040115 · SALARIES	\$58,800.00	\$300.00	\$59,100.00
1047026 · GARBAGE PICKUP	\$2,500.00	-\$500.00	\$2,000.00
1047027 · DEBRIS REMOVAL (Landfill)	\$2,200.00	\$30.00	\$2,230.00
1047049 · FUEL	\$4,800.00	-\$1,000.00	\$3,800.00
Total Sanitation	\$68,300.00	-\$1,170.00	\$67,130.00
TRANSPORTATION			
1045000 · PB Salaries	\$13,602.00	-\$102.00	\$13,500.00
1045001 · FICA Expense	\$1,050.00	-\$20.00	\$1,030.00
1045048 · STREET REPAIRS	\$6,000.00	-\$4,500.00	\$1,500.00
1045069 · MAPS/SIGNS	\$500.00	-\$500.00	\$0.00
1045090 · CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00
1046000 · POWELL BILL EXPENSE	\$0.00	\$0.00	\$0.00
Total TRANSPORTATION	\$21,152.00	-\$5,122.00	\$16,030.00
Transportation - streets			
1045036 · STREET LIGHTING	\$15,500.00	\$0.00	\$15,500.00
Total Transportation - streets	\$15,500.00	\$0.00	\$15,500.00
Total Expense	\$329,134.00	-\$35,047.00	\$294,087.00
Net Income	\$0.00	\$0.00	\$0.00

Water/Sewer Final Budget Amendments

	Budget		Final Budget
	Budget	Amendment	FY 2021-2022
Ordinary Income/Expense			
Income			
Operating Revenues			
Charges for services			
3037100 · Water & Sewer Charges	\$226,000.00	\$2,000.00	\$228,000.00
Total Charges for services	\$226,000.00	\$2,000.00	\$228,000.00
Other operating revenues			
3032900 · Interest	\$2,000.00	-\$1,500.00	\$500.00
3032901 · Interest - American Rescue Plan		\$0.00	\$0.00
3035800 · Miscellaneous	\$0.00	\$789.00	\$789.00
3037102 · Water Taps	\$0.00	\$0.00	\$0.00
3038200 · Operating transfer	\$0.00	\$0.00	\$0.00
3038400 · Sales Tax Refund	\$600.00	\$63.00	\$663.00
3039300 · Fund Balance Appropri	\$77,612.00	-\$45,272.00	\$32,340.00
Total Other operating revenues	\$80,212.00	-\$45,920.00	\$34,292.00
Total Operating Revenues	\$306,212.00	-\$43,920.00	\$262,292.00
Restricted Funds			
3038600 · American Rescue Plan	\$71,228.00	-\$71,228.00	\$0.00
Total Restricted Funds	\$71,228.00	-\$71,228.00	\$0.00
Total Income	\$377,440.00	-\$115,148.00	\$262,292.00
Expense			
American Rescue Plan Act			
3071491 · American Rescue Plan (W)	\$24,728.00	-\$24,728.00	\$0.00
3071891 · American Rescue Plan (S)	\$46,500.00	-\$46,500.00	\$0.00
Total American Rescue Plan Act	\$71,228.00	-\$71,228.00	\$0.00
Operating Expenses			
Insurance			
Sewer			
3071745 · Insurance	\$3,350.00	-\$150.00	\$3,200.00
Total Sewer	\$3,350.00	-\$150.00	\$3,200.00
Water			
3071345 · Insurance	\$3,350.00	-\$150.00	\$3,200.00
Total Water	\$3,350.00	-\$150.00	\$3,200.00
Total Insurance	\$6,700.00	-\$300.00	\$6,400.00
Miscellaneous.			
Sewer			
3071796 · Transfer to Reserve..	\$0.00	\$0.00	\$0.00
3071829 · Miscellaneous.	\$1,475.00	\$25.00	\$1,500.00
3071890 · Capital Outlay.	\$28,305.00	-\$805.00	\$27,500.00
Total Sewer	\$29,780.00	-\$780.00	\$29,000.00
Water			

3071396 - Transfer to Reserve	\$0.00	\$0.00	\$0.00
3071429 - Miscellaneous	\$1,475.00	\$25.00	\$1,500.00
3071490 - Capital Outlay	\$23,305.00	\$2,395.00	\$25,700.00
Total Water	\$24,780.00	\$2,420.00	\$27,200.00
Total Miscellaneous.	\$54,560.00	\$1,640.00	\$56,200.00
Office Expense			
Sewer			
3071724 - Office Supplies	\$1,676.00	\$0.00	\$1,676.00
3071752 - Training.	\$1,000.00	-\$500.00	\$500.00
3071753 - Travel.	\$1,000.00	-\$1,000.00	\$0.00
3071837 - Advertising.	\$600.00	\$0.00	\$600.00
Total Sewer	\$4,276.00	-\$1,500.00	\$2,776.00
Water			
3071324 - Office Supplies	\$1,676.00	\$0.00	\$1,676.00
3071352 - Training	\$1,000.00	-\$400.00	\$600.00
3071353 - Travel	\$1,000.00	-\$900.00	\$100.00
3071437 - Advertising	\$600.00	\$0.00	\$600.00
Total Water	\$4,276.00	-\$1,300.00	\$2,976.00
Office Expense - Other	\$0.00	\$0.00	\$0.00
Total Office Expense	\$8,552.00	-\$2,800.00	\$5,752.00
Permits and fees			
Sewer			
3071741 - Permits/Fees	\$2,000.00	\$0.00	\$2,000.00
Total Sewer	\$2,000.00	\$0.00	\$2,000.00
Water			
3071340 - Dues	\$400.00	\$0.00	\$400.00
3071341 - Permits & Fees	\$1,100.00	\$0.00	\$1,100.00
Total Water	\$1,500.00	\$0.00	\$1,500.00
Total Permits and fees	\$3,500.00	\$0.00	\$3,500.00
Professional Fees			
Sewer			
3071717 - Audit Fees	\$4,050.00	-\$550.00	\$3,500.00
3071819 - Engineer	\$0.00	\$300.00	\$300.00
Total Sewer	\$4,050.00	-\$250.00	\$3,800.00
Water			
3071317 - Audit Fees	\$4,050.00	-\$550.00	\$3,500.00
Total Water	\$4,050.00	-\$550.00	\$3,500.00
Total Professional Fees	\$8,100.00	-\$800.00	\$7,300.00
Salaries and Benefits			
Sewer			
307170. - Assistant Town Clerk (S)	\$0.00	\$0.00	\$0.00
3071700 - Sewer Administration	\$43,000.00	-\$19,000.00	\$24,000.00
3071701 - Clerk (S)	\$0.00	\$0.00	\$0.00
3071702 - Maint. 1 (S)	\$0.00	\$0.00	\$0.00
3071703 - Maint. 2 (S)	\$0.00	\$0.00	\$0.00

3071705 - Trainee (S)	\$0.00	\$0.00	\$0.00
3071710 - Retirement Expense (S)	\$4,200.00	\$300.00	\$4,500.00
3071711 - Employee Insurance (S)	\$14,500.00	-\$3,500.00	\$11,000.00
3071716 - Worker's Comp (S)	\$1,650.00	\$0.00	\$1,650.00
3071720 - Wastewater Operator (S)	\$0.00	\$0.00	\$0.00
3071746 - OPEB Expense (S)	<u>\$1,200.00</u>	\$0.00	<u>\$1,200.00</u>
Total Sewer	\$64,550.00	-\$22,200.00	\$42,350.00
Water			
307130. - Assistant Town Clerk (W)	\$0.00	\$0.00	\$0.00
3071300 - Water Administration	\$43,000.00	-\$19,000.00	\$24,000.00
3071301 - Clerk (W)	\$0.00	\$0.00	\$0.00
3071302 - Maint. 1 (W)	\$0.00	\$0.00	\$0.00
3071303 - Maint. 2 (W)	\$0.00	\$0.00	\$0.00
3071305 - Trainee (W)	\$0.00	\$0.00	\$0.00
3071309 - FICA Match (W)	\$6,800.00	-\$3,400.00	\$3,400.00
3071310 - Retirement Exp (W)	\$4,200.00	\$300.00	\$4,500.00
3071311 - Employee Ins. (W)	\$14,500.00	-\$3,500.00	\$11,000.00
3071312 - Worker's Comp (W)	\$1,650.00	\$0.00	\$1,650.00
3071313 - State Unemployment Tax (W)	\$100.00	\$0.00	\$100.00
3071320 - Water Operator (W)	\$0.00	\$0.00	\$0.00
3071346 - OPEB Expense (W)	<u>\$1,200.00</u>	\$0.00	<u>\$1,200.00</u>
Total Water	<u>\$71,450.00</u>	-\$25,600.00	<u>\$45,850.00</u>
Total Salaries and Benefits	\$136,000.00	-\$47,800.00	\$88,200.00
Salt.			
Water			
3071425 - Salt	<u>\$8,800.00</u>	\$0.00	<u>\$8,800.00</u>
Total Water	<u>\$8,800.00</u>	\$0.00	<u>\$8,800.00</u>
Total Salt.	\$8,800.00	\$0.00	\$8,800.00
Sludge Removal			
Sewer			
3071830 - Sludge Removal	<u>\$400.00</u>	\$0.00	<u>\$400.00</u>
Total Sewer	<u>\$400.00</u>	\$0.00	<u>\$400.00</u>
Total Sludge Removal	\$400.00	\$0.00	\$400.00
Supplies, materials and repairs			
Sewer			
3071735 - Diesel	\$675.00	\$0.00	\$675.00
3071823 - Supplies & Materials	\$3,800.00	\$300.00	\$4,100.00
3071828 - Truck Expense	\$700.00	\$0.00	\$700.00
3071836 - Fuel - Gas	\$2,400.00	\$0.00	\$2,400.00
3071847 - Contract labor	\$0.00	\$0.00	\$0.00
3071848 - Repairs & Maintenance.	<u>\$14,600.00</u>	\$2,400.00	<u>\$17,000.00</u>
Total Sewer	\$22,175.00	\$2,700.00	\$24,875.00
Water			
3071423 - Supplies/Materials	\$6,500.00	\$100.00	\$6,600.00
3071427 - Meter Boxes and Lids	\$500.00	-\$260.00	\$240.00

3071428 - Truck Expense	\$700.00	\$0.00	\$700.00
3071435 - Diesel	\$425.00	\$250.00	\$675.00
3071436 - Fuel - Gasoline	\$2,400.00	\$0.00	\$2,400.00
3071447 - Contract labor	\$0.00	\$0.00	\$0.00
3071448 - Repairs & Maintenance	\$13,950.00	\$2,050.00	\$16,000.00
Total Water	<u>\$24,475.00</u>	<u>\$2,140.00</u>	<u>\$26,615.00</u>
Total Supplies, materials and repairs	\$46,650.00	\$4,840.00	\$51,490.00
Utilites			
Sewer			
3071833 - Electricity	\$12,000.00	\$1,000.00	\$13,000.00
3071834 - Telephone	\$1,500.00	\$200.00	\$1,700.00
Total Sewer	\$13,500.00	\$1,200.00	\$14,700.00
Water			
3071433 - Electricity	\$4,500.00	\$0.00	\$4,500.00
3071434 - Telephone	\$700.00	\$100.00	\$800.00
Total Water	<u>\$5,200.00</u>	<u>\$100.00</u>	<u>\$5,300.00</u>
Total Utilites	\$18,700.00	\$1,300.00	\$20,000.00
Water & Sewer Analysis			
Sewer			
3071839 - Sewer Analysis	\$5,550.00	\$0.00	\$5,550.00
Total Sewer	\$5,550.00	\$0.00	\$5,550.00
Water			
3071439 - Water Analysis	\$8,700.00	\$0.00	\$8,700.00
Total Water	<u>\$8,700.00</u>	<u>\$0.00</u>	<u>\$8,700.00</u>
Total Water & Sewer Analysis	<u>\$14,250.00</u>	<u>\$0.00</u>	<u>\$14,250.00</u>
Total Operating Expenses	<u>\$306,212.00</u>	<u>-\$43,920.00</u>	<u>\$262,292.00</u>
Total Expense	<u>\$377,440.00</u>	<u>-\$115,148.00</u>	<u>\$262,292.00</u>
Net Ordinary Income	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Net Income	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>

VII. Employee Comp-Time Payout – 6/05/22 thru 6/25/22

Upon review by Town Clerk/Finance Officer Kimberly Cockrell regarding the comp-time payout for 06/05/22 thru 06/25/22, Commissioner Rachel Craddock moved to approve the comp-time payout. Commissioner Larris Tolson gave the second. Commissioner Kimberly Cockrell abstained from voting, being a recipient. Motion unanimously passed. 4 Ayes – 0 Nays.

VIII. 2011 Tax Writeoff

Commissioner Larris Tolson moved to writeoff the 2011 deferred tax receivables. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Town of Jamesville

2011 Tax Writeoff – 6/27/2022

	<u>Debit</u>	<u>Credit</u>
<u>1014911</u> T/R 2011 Tax Rec.		\$772.17
<u>1027300</u> Deferred Rev - Taxes Rec.	\$772.17	

- IX. NCDEQ Email – Potential Designation as a Distressed Unit under the Viable Utility Program**
Town Clerk/Finance Officer Kimberly Cockrell reported she discussed the June 21, 2022 NCDEQ email from Ms. Susan Kubacki with the Towns engineer, Mr. Bobby Blowe. The recommendation is that if the Town of Jamesville voluntarily deems itself as a distressed unit for water and wastewater services to its citizens, the Town would be able to formally seek 100% grant funding assistance under the Viable Utility Reserve. The Town of Jamesville already scores high as a distressed unit, as some funding has been approved but not enough to cover all expenses of the proposed water and wastewater projects.
- X. Resolution – To Request Designation as a Distressed Unit under the Viable Utility Program -**
Commissioner Larris Tolson moved to approve the resolution making a declaration of distress. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

RESOLUTION BY GOVERNING BODY OF APPLICANT

- WHEREAS, Session Law 2020-79 was signed into law on July 1, 2020 to improve viability of the water and wastewater systems of certain units of local government; the Viable Utility Reserve was established in the Water Infrastructure fund to be used for grants to include the study of rates, asset inventory and assessment and/or merger and regionalization options as well as construction projects which may include rehabilitation of existing utility assets, interconnections/extensions to provide regional service, decentralize an existing system, and/or other options deemed feasible to support financial, organizational, and operational viability; and
- WHEREAS, The State Water Infrastructure Authority (SWIA) and the Local Government Commission (LGC) have developed criteria to assess local government units and identify distressed units, and
- WHEREAS, The Town of Jamesville has been identified through the process approved by SWIA and the LGC as being potentially distressed, based on the financial, managerial, and technical challenges faced by the Town of Jamesville and which affect the long-term sustainability of the utility, as supported by the most recent assessment score which is above the designation threshold for the first time, and
- WHEREAS, The Town of Jamesville has need for state grant assistance for study and/or construction project(s), training and education, and other related assistance in support of becoming a viable utility.

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF JAMESVILLE :

That the Town of Jamesville, if designated as distressed, will complete the viable utility requirements in §159G-45(b) by:

1. Conducting an asset assessment and rate study. (Recently completed asset assessment or rate studies may be sufficient to meet this requirement.)
2. Participate in a training and educational program.
3. Develop a short-term and long-term action plan considering all of the following:
 - a. Infrastructure repair, maintenance, and management.
 - b. Continuing education of the governing board and system operating staff.
 - c. Long-term financial management plan.

That Town of Jamesville acknowledges that the State Water Infrastructure Authority and Local Government Commission can impose specific conditions on grants from the Viable Utility Reserve.

That the Town of Jamesville will provide adequate access to staff, documents, equipment, and other resources pertinent to complete any future Viable Utility Reserve projects, and upon completion of the projects provide good faith effort to implement their short-term and long-term plans to achieve system viability.

That Rachel Craddock - Town Commissioner, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file these materials for consideration on behalf of the Town of Jamesville with the State of North Carolina for a distressed designation to aid in the completion of projects in support of system viability.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such process: to make the assurances as contained above; and to execute such other documents as may be required in connection with the designation process.

That the Town of Jamesville has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the 27th day of June, 2022 at 1211 Water Street, Jamesville, North Carolina.

Craig A. Tucker
(Signature of Chief Executive Officer)

Mayor
(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Jamesville does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town of Jamesville duly held on the 27th day of June, 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of June, 2022.

Kimberly Cockreel
(Signature of Recording Officer)

Town Clerk
Town of Jamesville
(Title of Recording Officer)



Commissioner Larris Tolson moved to designate Commissioner Rachel Craddock (Chief Executive Officer) as the Authorized Official named in the Resolution to execute necessary materials. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

XI. Board Comments

1. **Meeting with Martin County** – Commissioner Willis Williams brought forward that for the June 28, 2022 meeting with Martin County, the Town of Jamesville should remind the County Commissioners that Jamesville would not be in such distress with water services if assistance had been given by the County. Population growth is down because water services is not provided towards the Jamesville area of the county district. Domtar tax funds once available have no longer been designated. In anticipating topics of discussion that may occur, Commissioner Williams explained he does not want to see Martin County trying to take advantage of the Town of Jamesville’s proposed water projects and funding. Mayor Tucker clarified that the June 28th meeting has come about because of a prior meeting with Mr. Ronnie Smith, Chairman of the Martin County Board. Mayor Tucker then indicated he agreed with Commissioner Williams. Commissioner Rachel Craddock pointed out that Jamesville citizens outside the city limits have been misinformed by Martin County that it is the Town of Jamesville who has caused delay with providing water services.

Commissioner Kimberly Cockrell noted she has confirmed with Martin County that the Jamesville Commissioners would be present for the meeting and that an agenda item would be listed for discussion of this matter.

2. **Proposed Carwash/Wastewater Concern** – Commissioner Willis Williams reported he has done some research regarding the proposed carwash use and local/state requirements concerning wastewater runoff, noting Martin County is not listed as requiring a NCDEQ permit. Commissioner Kimberly Cockrell offered Mr. Carlton Gideon with Mid-East has recommended that the applicant obtain something in writing from NCDEQ stating the proposed carwash wastewater runoff would be allowed before Town approval is given. Should a future fish kill occur, for instance, then the Town would not be liable. Brief general discussion commented about alternatives how the wastewater could be managed.

XII. Adjourn

Commissioner Larris Tolson moved to adjourn at 5:40 p.m. A second was given by Commissioner Willis Williams. Motion unanimously passed. 5 Ayes – 0 Nays.

Respectfully submitted by:
Kimberly Cockrell,
Town Clerk/Finance Officer