

TOWN OF JAMESVILLE
MONTHLY BOARD MEETING 09/12/2022
MINUTES

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 p.m. & 10:01 p.m. on 09/12/2022 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 Willis Williams offered the prayer. Mayor Tucker then welcomed all guests. Ms. Kathy Waters with the Roanoke Beacon was in attendance, as well as Employees Samuel Lilley, Robert Cockrell and Betty Williams.

II. Adopt Agenda

Mayor Craig Tucker asked for a motion to approve the agenda with the addition of the following item: VII. New Business - O. An Ordinance Regulating Water and Sewer Services for the Town of Jamesville. Commissioner Mary Allen made the motion to adopt the agenda as amended. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

III. Approval of Minutes

Commissioner Larris Tolson made the motion to approve the minutes listed below. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

- Special Board Meeting – August 3, 2022
- Regular Board Meeting – August 8, 2022

IV. Public Comments

1. **Water Bill – Mr. James Cooper.** Mr. James Cooper explained he has owned the house at 1714 W. Main Street since his mother passed away in 1999, which is where his daughter now resides. The July bill indicated a high use of water at 11,000 gallons, normally averaging 3,000 gallons. After his daughter showed him the bill early August, Mr. Cooper said he discovered a leak under the house and had to pump the area out before repairs were made. The July bill was paid in full. The August bill also reflected a high meter reading. Indicating he made the repairs himself, Mr. Cooper described that the problem was a hairline crack in the 50-year-old plumbing under the house, adding he is assured the issue is now resolved by having checked this date that the water meter was holding.

Commissioner Larris Tolson made the motion to approve adjusting Mr. Cooper's water bill as per regulations. Commissioner Mary Allen seconded. Mr. Cooper stated this is his first time asking for any restitution and verified that the leaked water did not go into the sewer system and flooded under the house. Upon call for the vote, the motion passed with 5 Ayes –

0 Nays. Per current policy, Town Clerk/Finance Officer Cockrell clarified, an adjustment will be made to both water and sewer charges. It was noted Mr. Cooper did contact the town hall and reported the leak as being found outside the house. Instruction was given for Mr. Cooper to contact the town hall during office hours to receive an adjustment, as well as providing any receipts for parts as proof of repair.

2. **Water Bill – Mr. Glen Buck.** Recalling that last month he requested an adjustment on his water bill, Mr. Glen Buck noted the subsequent billing period also reflected another high volume of water use, citing the same leak and repair timeframe included two billing periods. The repair date was July 22, done by David Cook Plumbing. Indicating the leak began early July, Mr. Buck said July 22 was the first chance his plumber could schedule the repair.

Commissioner Craddock noted the board does not usually make back-to-back adjustments, nor can the board verify when a customer discovers a leak or when calls for scheduling repairs were made.

Commissioner Larris Tolson made the motion to adjust Mr. Buck's water bill. Commissioner Mary Allen seconded. Upon call for the vote, the motion passed with 4 Ayes – 1 Nays, with Commissioner Craddock casting the opposing vote.

3. **Water Bill – Ms. Nancy Crisp.** With introducing herself as the new treasurer for Jamesville Baptist Church, Ms. Crisp explained water bill payments are made monthly through Truist's bank payment system. During the transition between treasurers, payee info was lost and payment of the water bills for the three church properties did not go through which then incurred the accounts having the \$25.00 late fee charged for each account (late fees applied monthly on the 21st). Ms. Crisp said she collected the church's mail on August 22, saw the past due highlighted note, and then called the town hall to explain what had happened. Ms. Crisp noted the bills were paid with the late fee included, with Town Clerk/Finance Officer Cockrell giving her instruction she could come before the board to request an adjustment. Payment arrangements with the bank have been restored.

Commissioner Rachel Craddock indicated the situation is a valid reason for reimbursing late fee charges and moved to waive the \$75.00 since it is a church use. Commissioner Larris Tolson seconded. Motion passed unanimously. 5 Ayes – 0 Nays.

Commissioner Tolson added he has experienced the same scenario with Truist when his church had a changeover in treasurers, with Commissioner Williams indicating the same as well.

4. **Water Bill – Ms. Tamika Brown.** Ms. Tamika Brown stated she came to the town hall as soon as she received her \$305.71 water bill. Town Clerk/Finance Officer Cockrell had instructed Ms. Brown to contact her landlord about checking for a leak, which was later discovered by a plumber as being a problem with the washing machine as well as a running toilet. The landlord provided a written statement of the repairs made. Ms. Brown commented that before receiving the high water bill she had been hearing the toilet making noise but because of inexperience did not know to report it to her landlord.

Town Clerk/Finance Officer Cockrell pointed out a new water meter was installed at the location on July 14, 2022. The July bill was Ms. Brown's first water bill, which had a usage of 3,000 gallons in less than a week in the billing cycle. The August bill, however, reflected a usage of 19,000 gallons.

Upon noting that an adjustment will only apply to the water usage and not the sewer charges because the leak was inside the house, Commissioner Larris Tolson moved that the board approve to do so. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Town Clerk/Finance Officer Cockrell noted a water credit for 16,000 gallons will be applied. Ms. Brown was instructed to contact the town hall during office hours for the amount of the adjustment.

V. Reports

A. Mayor

1. **Supervisor Report** – Mayor Craig Tucker recalled that at the board’s last monthly meeting he was appointed as employee supervisor. Monday morning 7:00 a.m. meetings have been implemented with Employees Samuel Lilley, Robert Cockrell and Wayne Thomas to plan out on a work board weekly tasks and address any issues. The job descriptions and separation of duties have been reviewed with employees. The Mayor indicated the meetings have been productive and brief, fostering better communication.

Employees requesting time off (all forms of leave time) will complete a leave request form to be approved by the supervisor. An incident and communications memo is also being utilized since the August meeting which documents, for example, equipment or repairs being needed.

B. Water/Wastewater Report - Samuel Lilley

Employee Samuel Lilley reported he has taken THM samples to Greenville, a task done every three years.

The drying bed sand was changed. An aerator motor had to be replaced with the old one being repaired.

Mr. John Morganton with Chadwick Instrument Services assisted with the annual calibration of the totalizer at the sewer plant.

Cox-Edwards Co. Inc. has repaired Hardison Drive, covering the sink hole area with new asphalt.

NERSBA was assisted with a water leak that occurred on August 29, 2022.

The end of August Mr. Tom Yager & Mr. Mike McAllister with Municipal Engineering came to locate man holes and review the current layout of sewer plant.

Jessie Wynne Electrical Service installed the panel box for the generator on Hwy 171.

The pump at Hwy 171 required additional maintenance.

Mr. Mike Houston/NC Rural Water Association provided on site input regarding the setup for the replacement salt tank.

C. Public Works Report - Robert Cockrell

Employee Robert Cockrell noted that along with normal maintenance needs the tractor required some additional repairs. Grass mowing has been very involved, hopefully to slow down with upcoming fall weather.

Mayor Tucker and Employee Cockrell picked up the new salt tank which is located at the water plant. Work will begin to level the ground area for base placement. While Mr. Mike Houston/NC Rural Water was on site, efforts were made to try and patch the old salt tank but the brittle fiberglass did not allow a sealant to hold completely, thus slowing the leak to a trickle. Clean up of the ground salt will need to be done.

Jessie Wynne Electrical Service is scheduled for Saturday, September 17 to complete the electrical hookup for the generator on Hwy 171. The connecting line will be placed in conduit.

D. Finance Officer - Kimberly Cockrell

1. **Financial Statements – August 2022** - Finance Officer Kimberly Cockrell presented and reviewed with Council members the Financial Reports for August 2022.

2. **Budget Amendment(s)** - Finance Officer Kimberly Cockrell noted there were no budget amendments for this month.

E. Mid-East

Commissioner Rachel Craddock noted a Mid-East staff change with the public accountant resigning. An interium is in place until a certified accountant can be hired. The next regular

upcoming meeting will be held September 15. Much is being addressed but nothing new to report until after said meeting.

F. Planning Board – None

G. Herring Festival

Commissioner Craddock reported the first organizational meeting had a good turn out, with approximately 30 people attending and providing good input. The next planning meeting will be held September 27 after Williamston's Stampede weekend event so committee members may bring back information to share for vendor contacts and activities suggestions. Securing enough volunteers will be key in moving forward with the 2023 Herring Festival Event. Mayor Tucker echoed he was also pleased with the attendance and noted others have offered to help who were not able to attend the first meeting.

VI. Old Business

A. Water/Sewer Ordinance Enforcement

Town Clerk/Finance Officer Kimberly Cockrell provided the monthly customer cut-off report for consideration by the board, in accordance with the Water/Sewer Ordinance #81 - Enforcement section. Commissioner Larris Tolson made the motion to approve the disconnections list as presented. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

B. Hardison Drive – Water & Sewer Line Repairs

As reported earlier in this agenda, repair has been made to fill in the sink hole.

Finance Officer Cockrell presented board members the invoices for all Hardison Drive repairs done by both companies:

- Garrison Enterprise, Inc. - \$15,530 (water valves)
- Cox-Edwards Company, Inc. – \$5,800 (labor & equipment)
- Cox-Edwards Company, Inc. – \$34,770 (8” sanitary sewer line repair)

Commissioner Willis Williams moved for approval. Commissioner Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

C. Hwy 64/Hwy 171 Intersection – NCDOT

NCDOT has scheduled a safety project for the intersection of US Hwy 64 and NC Hwy 171, work to be done Fall 2022. The project will provide long vehicle detection, which means it will be able to identify tractor trailers and adjust clearance times to allow for their long stopping distances. It will also provide red light running detection. The system will be able to calculate vehicle speeds and extend all red times for vehicles that are traveling too fast to stop or do not intend to stop.

Main Street - Commissioner Rachel Craddock indicated she has spoken to Mr. Andy Mulder/NCDOT Engineer in regards to the paving of Main Street, which had been previously scheduled but delayed because of COVID. Mr. Mulder talked with Mr. Craig Midgett/Division Planning Engineer about a re-scheduling timeframe, which NCDOT has now tentatively scheduled for 2024 but may actually occur during 2024/25 or as late as 2026.

D. Astoria Road – NC Wildlife – Update

Upon request by Commissioner Craddock, Commissioner Kimberly Cockrell summarized a recent discussion with Mr. Andy Mulder/NCDOT Engineer regarding Astoria Road, that the paving would be put off until after the town completes its sanitary sewer line upgrade. Mayor Tucker noted some of the lines run under the road. Commissioner Cockrell noted the town has received 100% grant funding for the wastewater treatment plant project. If there are

lines under Astoria Road that need repair or new man holes, such work would be done as part of the grant project. Repaving of Astoria Road would be done after the town's grant project so as not to tear up new pavement. Mr. Gary Gardner/NC Wildlife has extended his help to oversee the repaving once ready.

E. NCDEQ Meeting – August 9, 2022 – Mayor Tucker and Mayor Protem Williams

Mayor Tucker reported he attended along with Mayor Protem Williams the August 9, 2022 NCDEQ meeting, with Mr. Bobby Blowe/Municipal Engineering also in attendance giving an opportunity to talk with the mayors. Grant funding for new water meters was discussed, as well as stormwater runoff management. Also discussed was extending water service outside the town's jurisdiction. Mayor Protem Williams noted area residents just outside of Jamesville town limits have indicated an interest in the town's water services. Grant funds would cover hookup costs and new customers would only have to pay monthly rates.

The Town of Jamesville needs to have a plan in place that would inform local residents of what is being considered so that when funding becomes available the legwork has already been done for connections to move forward. A consensus was expressed by board members for the town to take advantage of every opportunity to seek grant funding for needed water service projects, especially with grant monies being designated for distribution. Being mindful of the limited timeframes between when grants are awarded and when projects have to be completed is another reason for doing as much legwork upfront as possible. Much paperwork is involved in the grant application process, both in the initial application and audit processes.

It was also noted the accomplishment of hard work and planning bestowing the Town of Jamesville \$12 million in 100% grant funding for water, wastewater and sewer projects, which is something as a small town to be very proud of. More often, municipalities have to participate with matching funding.

F. Generator (Hwy 171 Pumping Station) Update

This agenda item was discussed earlier in the meeting under V. Reports.

G. NCDEQ Letter of Intent to Fund – WTP Replacement, WWTP Upgrade, and Sewer System Rehab

Finance Officer Kimberly Cockrell briefly reviewed with board members the three Letters of Intent to Fund from NCDEQ. Each letter outlined project milestones and deadline dates for the water treatment plant replacement, the wastewater treatment plant upgrade, and the sewer system rehab.

H. Brine Tank for Water Treatment Plant

Upon review by Finance Officer Cockrell of the invoice from Water Guard Inc. for a used 5,000 gallon storage tank, Commissioner Larris Tolson moved for payment. Commissioner Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

VII. New Business

A. LGC – UAL Monitoring Requirements / Distressed Units

Commissioner Kimberly Cockrell explained the Town of Jamesville is designated with the NC Local Government Commission as a distressed unit and qualifies for grant funding under the Viable Utility Reserve. Units designated as distressed must complete a number of monitoring actions as required by statute.

One of the requirements is the submission of the town's proposed FY 2023/24 draft budget due by May 16, 2023. Board members were informed that budget meetings will need to begin early for next fiscal year in order to meet said deadline.

Commissioner Willis Williams addressed the requirement of virtual training and that attendance is documented. Commissioner Craddock encouraged board members to be mindful of getting the online training done in a timely manner, with Williams concurring because of the additional work involved when doing grant applications and funding requirements.

Commissioner Cockrell indicated she would follow up with Ms. Melissa Cardinali, Accounting and Financial Management Advisor with NC Department of State Treasure, to see if there is an outline of all requirements with due date summaries so that working plans can be made in order to stay current. Board members expressed a consensus of wanting to do all possible not to jeopardize any grant funding because of failing to meet a deadline requirement.

B. Resolution for Application for Water Meter Replacement and Stormwater System AIA

Commissioner Larris Tolson moved that the board sign the resolution. Commissioner Willis Williams seconded. The motion unanimously passed. 5 Ayes - 0 Nays.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The TOWN OF JAMESVILLE has need for and intends to construct, plan for, or conduct a study in a project described as **STORMWATER AIA STUDY**, and a **WATER METER REPLACEMENT PROJECT**, and

WHEREAS, The TOWN OF JAMESVILLE intends to request State loan and/or grant assistance for the project,

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

That THE TOWN OF JAMESVILLE, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the TOWN OF JAMESVILLE to make a scheduled repayment of the loan, to withhold from the TOWN OF JAMESVILLE any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

If applying for a regional project, that the **Applicant** will partner and work with other units of local government or utilities in conducting the project, including NA.

That RACHEL CRADDOCK, COMMISSIONER, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

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 application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** 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 and loans pertaining thereto.

Adopted this the 12th day of September 2022 at the Jamesville Town Hall, 1211 Water Street, Jamesville, North Carolina.



(Signature of Chief Executive Officer)

Mayor

(Title)

C. Water & Wastewater – Agreement for Professional Services for AIA Grants

Commissioner Kimberly Cockrell recalled last month the board addressed and then advertised a Request for Qualifications (RFQ) for engineering services for the town's upcoming grant projects, with Municipal Engineering being the only response received.

Commissioner Tolson moved to approve the agreements, with Commissioner Williams giving the second. The motion unanimously passed. 5 Ayes - 0 Nays.

These agreements can be viewed and are on file at the town hall.

D. Quote – Electric Motor Shop – Teco 5hp Aerator Motor for WWTP

Finance Officer Kimberly Cockrell explained that the two quotes from David Lassiter with Electric Motor Service of Ahsokie compare costs to either overhaul (\$1,500 plus freight) or replace (\$3,150 plus freight) the wastewater treatment plant's electric Teco 5hp aerator motor. Another aerator motor has already been installed to keep the plant running properly and a backup is needed until the new plant is in operation. Commissioner Tolson moved to approve overhauling the motor, to have it on hand, with Commissioner Williams giving the second. The motion unanimously passed. 5 Ayes - 0 Nays.

E. Tencarva Machinery – Sewer Materials Needed

Finance Officer Kimberly Cockrell noted the \$842.95 estimate from Tencarva Machinery Company is for flappers, seals and liners needed for the wastewater treatment plant. Commissioner Tolson moved to make the purchase, with Commissioner Williams giving the second. The motion unanimously passed. 5 Ayes - 0 Nays.

F. NCLM – ARP Workshop – 10/12/22 – Rocky Mount, NC

Commissioner Kimberly Cockrell indicated the NC League of Municipalities is holding an America Rescue Plan (ARP) Workshop on October 12, 2022. Representatives from state, local and academic organizations will cover ARP topics from compliance reporting and overall strategy. The workshop is free and lunch will be provided. Board members were encouraged to attend.

G. Rural Partners Network Meeting – 9/14/22 10:00am – Telecenter

Rural Partners Network is a new program that connects communities with hands-on technical assistance supporting local community development and provides access to a network of federal partners seeking to support rural communities. Board members were encouraged to attend the upcoming network meeting to be held September 14, 2022.

H. Martin County EDC Luncheon with Reginald Speight – 10/6/22 12:00pm

Martin County is hosting a Partners for Progress luncheon on October 6, 2022. The guest speaker will be Mr. Reginald Speight, State Director with the NC State Office of USDA – Rural Development. Board members were encouraged to attend.

I. NCDOT – Paving of Main Street

This agenda item was covered under VI. Old Business - C.

J. Annual Christmas Party

A date was set for Monday, December 5, 2022 at 6:00 p.m. to hold the town's annual Christmas party at the Shamrock Restaurant.

K. Annual Christmas Parade

A date was set for Saturday, December 3, 2022 to host the town's annual Christmas parade. Discussion included covering the cost for having professional clowns and providing gratuities

to high school marching bands. New parade rules have restrictions regarding livestock and animal waste.

L. Water and Sewer Line Extension

The Environmental Protection Agency has amended the Safe Drinking Water Act to award grants to assist underserved, disadvantaged communities and small communities with meeting SDWA requirements. Under this grant application, the Town of Jamesville would be able to extend its water service outside of town to persons having trouble with well water and septic tank issues. If enough potential new customers would indicate an interest in having water and wastewater services provided, grant funds would cover all costs for hookup (running the lines and tap on fees). Once hooked up, new customers would only have to pay for water and sewer rates. Discussion indicated how this would especially help persons living in the undeveloped County's District #3 water jurisdiction and are having trouble with wells.

Commissioner Larris Tolson moved for the board to look into this grant opportunity. Commission Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Commissioner Kimberly Cockrell noted the first step would be reaching out to the public and seeing what response would make the project feasible. If the board moves forward to apply for the grant funding, the application would be made during Spring 2023.

M. Trash Pump

Commissioner Larris Tolson stated the Town of Jamesville does not own a trash pump which would remove sludge from wastewater tanks, a service the town has to contract when needed. The town only has equipment for removing liquid. The contract cost for removing sludge is approximately \$2,500 to \$3,000 and the town would save money if it had a pump to do such a process, in that a pump costs approximately \$3,000.

Commissioner Larris Tolson moved that the board purchase a trash pump. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

N. NERSBA Line Break / Repair

Commissioner Kimberly Cockrell reported that NERSBA had contacted the town hall on August 29, 2022 to report a situation of no water service. That day, a demolition crew was tearing down an old building on the school property and damaged a service line. Employee Samuel Lilley did an inspection and verified what the cause of the problem was. Even though the repair was the responsibility of the school, town staff helped with the repair in order to timely restore water service since students were on campus with school in session. After the repair did not properly hold even with two attempts, the school chose to call a plumber for the more involved repair, which really should have been done at first.

The school was informed prior to any work that if town staff did the repair, it would be billed as a water service. An invoice has been prepared for \$323.64, which covers parts (\$15.40) and labor (\$308.24). Mr. Hal Davis, Executive Director of NERSBA, has requested an adjustment to the amount charged by the town due to the additional expense of a plumber having to be hired. Upon commenting her support for NERSBA, Commissioner Rachel Craddock pointed out the line break occurred due to the demolition and the responsibility for repair falls on the school, even though town staff tried to help out in order to keep school open but not guaranteeing the work. Commissioner Craddock then moved that the bill be sent to NERSBA and that they be responsible for the debt. Commissioner Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

O. An Ordinance Regulating Water and Sewer Services for the Town of Jamesville

Commissioner Kimberly Cockrell explained the proposed amendment removes language concerning outside leaks and how an adjustment is made. Further amended language addressed

the permitted adjustment timeframe. Commissioner Craddock concurred with the proposed language, stating the town is losing money under current policy when making water bill adjustments due to customer leaks. Commissioner Craddock then moved that the town go back to the old policy. See below for the amendment made.

Commissioner Willis Williams indicated he has always had reservation about the adjustment policy because, due to grant funding, the town has to prove its ability to cover expenses. Though customers are reluctant to pay for bills reflecting water leaks whether inside or outside of the home, it is common that municipalities collect for water service however used or leaked as a means of revenue. Commissioner Williams then offered a second to the motion.

Upon call by the mayor for the vote, the motion unanimously passed with 3 Ayes – 2 Nays, with Commissioners Tolson and Allen casting the opposing votes.

Adjustments- Complaints

- A. If a water leak is detected, the bill can be adjusted after proof of repair (i.e. repair bill or receipts) is presented and approved by the Town Board of Commissioners. If an adjustment is approved, the water will be adjusted per current adjustment policy. ~~If the leak was outside and didn't go into the sewer system: it has to be verified by a town employee that the leak was outside, Approved by the Town Board, then the water and sewer will be adjust per current adjustment policy.~~ Adjustments are based on an average 12 month usage. **Only one adjustment is allowed during a 12 month period without proof of repair.**
- B. If the user believes his/her bill to be an error, the claim shall be presented in person at the Town Hall office before the bill becomes delinquent. Such claim, if made after the bill has become delinquent, shall not be effective in preventing discontinuance of service as heretofore provided. The user may pay such bill under protest and said payment shall not prejudice their claim.
- C. If the meter fails to register correctly or is stopped for any cause, the customer shall pay an amount estimated from the record of their previous bills and/or from other proper data.

VIII. Closed Session – Pursuant to NCGS §143-318.11(a)(6) Personnel

Around 8:36 p.m., Commissioner Willis Williams made a motion to go into Closed Session in pursuant of NCGS §143-318.11(a)(6) Personnel. Commissioner Kimberly Cockrell seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

The time was 9:59 p.m. when the board ended its closed session discussion.

Commissioner Willis Williams moved to go out of Closed Session. Commissioner Kimberly Cockrell seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Commissioner Larris Tolson moved to approve to pay Mayor Craig Tucker his compensation of \$125.00 per meeting for the meetings that he attended from January 1, 2022 through September 12, 2022. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Commissioner Larris Tolson moved to pay elected official travel pay for mileage over 15 miles while conducting town business. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays. Mileage would be given for round trip but for calculation basis would have to be over 15 miles away to receive compensation.

Commissioner Kimberly Cockrell moved to appoint Commissioner Larris Tolson as Backup Employee Supervisor when current Employee Supervisor Mayor Craig Tucker is out of town. Commissioner Willis Williams. Motion unanimously passed. 5 Ayes – 0 Nays.

XI. Board Comments

Commissioner Kimberly Cockrell stated that the Hwy 171 Sewer Pumping Station needed to be pumped out due to rags, grease and debris that was causing the pump to stop up. Commissioner Larris Tolson moved to approve to contact a pumping contractor to pump out the debris in the well. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

XII. Adjourn

Commissioner Mary Allen moved to adjourn at 10:01 p.m. Motion unanimously passed. 5 Ayes – 0 Nays.

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