

**TOWN OF JAMESVILLE**  
**SPECIAL BOARD MEETING 03/20/2024**  
**MINUTES**

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The following is an account of the minutes taken at the Special Board Meeting held between 11:43 a.m. and 12:06 p.m. on 03/20/2024 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846. Virtual meeting attendance was provided for public access through Zoom meeting.

**Attendees**

- Craig Tucker – Mayor
- Willis Williams – Commissioner
- Rachel Craddock – Commissioner
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner
- Preston Craddock – Commissioner [via Zoom]

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

**I. Call to Order**

Mayor Craig Tucker called the meeting to order at 11:43 a.m. Commissioner Willis Williams offered the prayer.

**II. Adopt Agenda**

Commissioner Rachel Craddock moved for approval of the agenda, seconded by Commissioner Preston Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

**III. Public Comment – None.**

**IV. Town Hall Foundation Repair Quotes**

Town Clerk/Commissioner Kimberly Cockrell presented the board with two quotes:

- Jeb and Sons - \$16,000 [flat fee]
- Carolina Foundation Solutions, LLC - \$5,856.45

[Copies of the above-listed quotes are on file with the town clerk.]

The quote from Jeb and Sons was reviewed and discussed at the board’s regular meeting held March 11, 2024, as well as at the special meeting held March 5, 2024.

Per the written quote for the work recommended, Carolina Foundation Solutions proposes to perform a polyurethane foam injection procedure as a means of filling any voids that may exist beneath the surface, consolidating loose/soft soils located along with the upper layers of the underlying soils, creating a more solid base which will assist in preventing future movement, and/or attempt to level/lift the settled areas of the concrete slab. Upon question by Commissioner Rachel Craddock, Commissioner Cockrell said the polyurethane foam acts like cement.

Commissioner Cockrell explained that Bryan McLamb with Carolina Foundation does not believe erosion from the Roanoke River is causing any of the damage but that it is due to the town hall building not having a gutter system which would prevent stormwater from washing away the foundation. A written statement by McLamb highly recommends that a gutter system be installed to prevent future erosion, which would have to be done by a gutter contractor and is not part of the Carolina contract. Turn-around time for Carolina’s repair would be two days.

Commissioner Williams directed the board's attention to page 3 of the Carolina contract, reading aloud, "*a. The epoxy material will settle down into the crack and will not remain flush with the adjacent surface of the concrete.*" "*b. The purpose of the proposed crack repairs is to simply seal and bond the cracks within the concrete. These repairs are not to be considered as structural repairs and will not prevent additional cracking within the concrete materials, especially if the underlying soils that the concrete rests upon are experiencing shifting or settling.*"

Williams stated that the two contracts were "looking at apples and oranges," as the Jeb and Sons contract would smooth the floor out.

Cockrell clarified that McLamb indicated that holes would be drilled every 4', polyurethane foam injected, and that the entire concrete town floor would be lifted up.

Being mindful of not wanting the town to waste money and pointing out that the job needs to be done, Commissioner Williams interjected and continued reading from page 3 of Carolina's contract where it requires that the customer or a representative of the customer must be available for consultation while the work is being performed. It continues, "*If we encounter a scenario where any additional charges would apply, we will immediately attempt to contact the customer/representative to notify them of the situation and explain the reason for any changes to the proposed scope of work and/or proposed price. In the event that we are unable to reach the customer and/or the representative, we will proceed with the installation as outlined in this proposal.*"

As to potential unknown costs, Commissioner Rachel Craddock indicated to Williams such would occur with any contractor. Williams pointed out that Jeb and Sons has quoted a \$16,000 flat-fee price to cover all work as detailed in the contract and "guarantee it for five years." Upon Commissioner Preston Craddock indicating that Jeb and Sons could also run into problems once repairs are underway and cite additional costs, Commissioner Williams reiterated that Jeb and Sons' contract says "flat fee." Williams then read from the Jeb and Sons quote, page 1, III. The Service, which lists the repairs and work being done.

Commissioner Allen raised the concern that the Jeb and Sons contract does not address unforeseen issues that would increase the quoted price. Williams referred again to page 2, the price of \$16,000 as a flat fee.

Referring to page 1/Jeb and Sons listing the services to be provided, Commissioner Rachel Craddock commented that the items regarding the HVAC base and reattachment should not be included as Bowen Heating & A/C will be doing that work. Commissioner Cockrell stated that Bowen Heating will not be installing the new system until after the floor repairs are done. R. Craddock clarified that Bowen will be installing a new cement pad and responsible for all the electrical work regardless of which contractor does the foundation repairs.

Commissioner Mary Allen inquired about Carolina Foundation's proposal of the technique used and how the crack would be fixed. Commissioner Cockrell explained McLamb said the crack would be cut, that the polyurethane foam when injected would fill the voids and lift the existing concrete. The recommendation by Carolina Foundation that a gutter system be installed to prevent future erosion was reiterated.

With stating that she has heard Carolina Foundation does good work, Commissioner Rachel Craddock expressed concern that CF's quote does not include all of what is necessary to fix the problem. Though the Jeb and Sons quote sounds like a lot more money, any amount of money spent needs to take care of the problem. Craddock then said the Jeb and Sons proposal is a lot more

work and a lot more money, “but if, IF, the underneath here is rotten, it’s got to be replaced. Just putting the holes in here is not going to change what’s underneath this whole building.” More may need to be considered because no one really knows what is under the building or what has exactly caused the problem of the building sinking and dividing. Commissioner R. Craddock then stated, as her viewpoint, she believes the board needs to spend the extra money and, hopefully, get things fixed substantially. In explaining she did not feel that way at first when reviewing the two quotes and the different repair approaches, R. Craddock indicated “that Jeb is doing a lot more for the money than what Carolina is doing – they [CF] are superficially fixing something – and that’s not what we need. We don’t know how long we’re going to have to be in this office building. We hope, eventually, to get something somewhere else, but, hey, this has been here for many, many years, and we may still be here for many, many years.”

Commissioner Rachel Craddock then suggested that the board chose the Jeb and Sons flat-rate quote for the town hall repairs, that “in the long run, we may come out in a better situation because he is going to replace some stuff that Carolina’s not even talked about doing.” Commissioner Williams relayed that Jeb, when inspecting the job, described that he would “take all of this out, he’ll repack it, and then bring in cement and make a whole new cement floor.” Williams added for clarification that Jeb indicated to him Jeb would install rebar, as well as “put cement outside” for wall support.

Upon reiterating that the repair needs to be done substantially, Commissioner Rachel Craddock moved that the board accept Jeb’s contract even though it is a lot more money but that more work is being received and a five-year guarantee, “and if something doesn’t suit just right, then he’ll have to make it good.”

Mayor Tucker commented that he likes that Jeb is quoting to re-pour cement to level it out, with Commissioner Williams offering that Jeb’s proposal is to make sure the meeting room section of the building is all level and that the work would be completed within a week. Everything will have to be cleared out of the back storage room and the conference rooms.

The second was given by Commissioner Willis Williams.

Responding to a question by Mayor Tucker, Williams clarified that the existing plumbing fixtures would be reinstalled, everything put back the way it is.

Upon call for the vote to accept the Jeb and Sons proposal, the motion carried unanimously. 5 Ayes – 0 Nays.

With Commissioner Cockrell asking if Jeb is going to shore up the section of the floor that is cracked so that it does not continue to sink, noting that the contract does not specify in writing the same, Commissioner Williams replied that Jeb has indicated he would be using a cement compound and the Mayor referenced the installation of rebar.

**V. Board Comments – None.**

**VI. Adjourn**

Commissioner Allen moved to adjourn at 12:06 p.m., with a second by Commissioner Rachel Craddock. The motion unanimously passed. 5 Ayes – 0 Nays.

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