

TOWN OF JAMESVILLE
SPECIAL BOARD MEETING 09/14/2023
MINUTES

The following is an account of the minutes taken at the Special Board Meeting held between 6:30 p.m. & 6:56 p.m. on 09/14/2023 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846.

Attendees

- Craig Tucker – Mayor
- Willis Williams - Commissioner
- Rachel Craddock - Commissioner
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner
- Preston Craddock – Commissioner

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

I. Call to Order

Mayor Craig Tucker called the meeting to order at 6:30 p.m. and offered the prayer.

II. Adopt Agenda

Commissioner Kimberly Cockrell added the NCLM letter regarding the accounting software. Upon request by the mayor for a motion to approve as amended, Commissioner Rachel Craddock indicated “so move” with a second by Commissioner Preston Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

III. Public Comment – None.

IV. Safe-T-Works Agreement and Forms

To assure validity of information, Clerk Cockrell recommended that the Town of Jamesville choose the same company that Martin County uses for processing background checks. Information is usually received within 24 hours, sent via email. Commissioner R. Craddock moved to approve using Safe-T-Works for each new hire, with a second given by Commissioner Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays. Commissioner Mary Allen then moved to appoint Town Clerk Kimberly Cockrell as the town representative who can receive the background information or discuss the same with Safe-T-Works. Commissioner Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Heath Bess will be contacted for his signed authorization to have a background check performed. Once Bess’s information is reviewed, Mayor Tucker clarified, the same offer will be made to Bess as was made to Jones (\$37,000 base salary, \$600 for each certification obtained).

V. NCLM Letter

As directed by the board, Commissioner Williams presented a draft letter to be sent to the NC League of Municipalities requesting relief regarding the annual fee of \$10,000 for the Black Mountain Software accounting system NCLM has been promoting. Though ARPA funding has covered the expense of the software and will be covering initial annual fees, financially struggling municipalities cannot afford to incorporate what has been endorsed as a help being offered.

VI. Board Comments – None.

VII. Adjourn

Commissioner Allen moved to adjourn at 6:56 p.m., with a second by Commissioner R. Craddock. The motion unanimously passed. 5 Ayes – 0 Nays.

Respectfully submitted by:

Kimberly Cockrell, Town Clerk/Finance Officer