



**LUCAMA BOARD OF COMMISSIONERS  
MONDAY, AUGUST 1, 2022  
LUCAMA TOWN HALL  
BOARD ROOM**

**MINUTES**

**1. Call to Order**

Mayor, Jeff Johnson, (hereinafter "Mayor Johnson") called to order the regular meeting of the Town of Lucama Board of Commissioners (hereinafter "Board") at 6 pm on August 1, 2022.

**2. Roll Call**

Mayor Johnson conducted roll call – by use of sign-in. The following were present:

Commissioner, Michael Best (hereinafter "Comm. Best")  
Commissioner, David Johnson (hereinafter "Comm. Johnson")  
Commissioner, Peggy Lamm (hereinafter "Comm. Lamm") – via phone conference  
Commissioner, Julia Mason (hereinafter "Comm. Mason")  
Commissioner, Keely Pate (hereinafter "Comm. Pate")  
Town Administrator, Darlene Newsome (hereinafter "Admin. Newsome")  
Town Clerk, Dena Owens (hereinafter "Clerk Owens")  
Town Attorney, Gabe DuSablou (hereinafter "Attorney Dusablou")

**3. Approval of Minutes from Last Meeting**

Mayor Johnson gave the Board opportunity to review the proposed minutes from the July 11, 2022, meeting and monthly financial report.

*MOTION: Comm. Mason made motion to approve the July 11, 2022, meeting minutes and financial report; seconded by Comm. Lamm. Motion passed by unanimous vote.*

**4. Welcoming of Guests and Public Comments**

Mayor Johnson welcomed Chad Winslow of Carolina Servicez, LLC. Mr. Winslow requested that the Board amend the contract for sidewalk renovation to allow an extension for completion of the project by October 31, 2022. The request was due to unforeseen circumstances with equipment breakdown, parts being backordered and personnel illness.

*MOTION: Comm. Mason made motion to extend the contract with Carolina Servicez, LLC until October 31, 2022; seconded by Comm. Best. Motion passed by unanimous vote.*

Mayor Johnson requested that Mr. Winslow give him weekly updates as to the progress made.

There were no comments from the public.

## **5. Departmental Reports**

Comm. Mason reported that the Fire Department responded to nine first responder call, 10 automobile accidents, and one fire alarm. There were 34 calls total in the month, making it one of the busier months.

Comm. Mason reported for the electrical department that there had been a great deal of tree trimming, new poles have been placed and older poles and lines not needed in service any longer were taken down. A limb fell of Campbell Street breaking the service line. The line was replaced with 126 feet of number two aluminum wire. A transformer quit on Blalock Road and was replaced with a 15 kva transformer and new leads. On the corner of Little Rock and US Hwy 301, a double dead-end pole and two pole guides were broken by a State Patrolman. Also, a line was down, and a fuse was blown between Hwy 301 and Oak Street. The department has been busy.

Comm. Johnson asked if the electrical work that was reported as being done was by Town employees or contracted work. Public Works Supervisor, Daniel Boyette, mentioned that East Coast Power and Lighting had worked along with Town employees to get the work completed, but that East Coast had done approximately seventy-five percent of the work listed.

Comm. Mason mentioned that she noted that there were many poles being replaced. She asked Sup. Boyette if there were plenty of poles in stock. He mentioned that currently there were some in stock but more needed to be ordered. Comm. Mason concurred and reminded him to be aware of hurricane season.

Sup. Boyette mentioned that someone had stolen the catalytic converter on one of the Town trucks. It was reported to the sheriff's office. The truck was parked at the Town shop when the incident occurred. Comm. Mason questioned as to whether there were cameras at the building. There are cameras but they are not working. Comm. Johnson requested that the gate be locked during the day when leaving the facility.

Comm. Johnson mentioned that there had been a good amount of rain that had fallen the last few days and was concerned about what that may intel with the next sewer bill. He had nothing further to report.

Comm. Pate reported that the Sheriff's Department reported calls for the month. There were 216 call or actions reported by the sheriff. There were 181 self-initiated and 35 calls for service. There were 12 traffic stops during the month as well. There were 35 escorts when businesses close in the evening, including the library and Town office.

Regarding beautification, Comm. Pate reported that he had nothing new to report but did notice that there were still residents cutting their grass allowing it to be blown into the road. He also reported a concern of old cars sitting in yards.

Comm. Johnson mentioned that the culvert on Terry Street was full of pine straw and the ditch on Main Street and across from the Community Building was full of trees. Both areas need to be cleaned. Sup. Boyette mentioned that he would have the area cleaned.

Comm. Johnson mentioned that he had been called with a concern about the pig on Oak Street and a dog penned close by the meat market on 301 that stays nasty. It can be smelled at the trailer park close by.

Comm. Best reported that near the middle of September the Fridays in the Park would begin again taking place, once cooling off. He had nothing further to report.

Comm. Lamm questioned the status on the 25 white chairs and the smaller table for the Community Building. Admin. Newsome mentioned that she would have to get quotes from Lowes and Sam's to bring to the Board.

Admin. Newsome reported for Comm. Lamm that the door count for the Library in July was 191, reference questions 90, computer usage was 20, there was 315 materials checked out and seven library cards issued. Thirteen children were served in person with the "Octopus Program". Fourteen students were served in person for the "Rainbow Fish Program" and six take home kits were provided. The final reading program, "Pirates", will take place on August 4<sup>th</sup> at 3 pm, a story time will take place on August 18<sup>th</sup> at 10:30 am, and a "Glowbug" activity on August 25<sup>th</sup> at 3 pm.

Comm. Lamm encouraged everyone and their families to make use of the library facility. It is one of the town's best assets.

## 6. Updates

Mayor Johnson shared with the Board two separate estimates from Security Erectors, Inc. One would add an additional camera to the front of the Town Hall building directed at the informational sign with a cost of \$2,040.02. The other estimate will place security at the Town Shop adding 10 cameras and a new CCTV system in the amount of \$15,561.80.

Comm. Johnson asked if this expense had been placed in the current fiscal year budget. Admin. Newsome concurred. Security Erectors is the company that previously did the security work last fiscal year for the Town Hall, Library and Community Building facilities.

*MOTION: Comm. Best made motion to hire Security Erectors, Inc. to add an additional camera to the front of the Town Hall building to cover the digital information sign in the amount of \$2,040.02; seconded by Comm. Mason. Motion passed by unanimous vote.*

*MOTION: Comm. Best made motion to hire Security Erectors, Inc. to add a new security system at the Town's Shop in the amount of \$15,561.80; seconded by Comm. Lamm. Motion passed by unanimous vote.*

Admin. Newsome mentioned that there had been one vendor to come and look at the bank building roof. Although he did not have a ladder tall enough to get onto the building, he did go into the building. He noted that there was a water pipe that runs the length of where the building is leaking. What he could notice on the roof by looking was that there are several areas of flashing that are missing or are pulled down. He plans to come again to look further but is quite sure that area is where the water is coming into the building.

Comm. Lamm mentioned concern about the safety of people up on the roof of the building for fear someone could fall possibly into the building. Admin. Newsome was sure that the vendors would use care when assessing the damage and repair needs.

Admin. Newsome shared issues and concerns that had taken place with rental of the Town's Community Building. Renters have been allowed in the past to gain entrance into the building prior to the stated rental hours, which has posed issues. Comm. Johnson feels that payment for the building should be paid in cash only. Admin. Newsome mentioned that it appears to be the renters from out of town that are causing the greatest issues. Many towns do not rent their buildings to people from outside of the community. Comm. Mason questioned whether it would hurt the Town financially if the building was not available to people from outside of the Lucama community. Admin. Newsome responded that the Town has a great deal

from outside of the community to rent the building. Many times, the public works department must go in behind renters and clean the building. Comm. Best questioned if when the building is left unclean if the Town retains the security deposit. Admin. Newsome concurred. Comm. Johnson mentioned that the security deposit is so low, that renters don't mind losing the funds.

Admin. Newsome mentioned that because of the early gained entrance that the Town employees are opening and closing the building, versus giving the keys to each renter. Comm. Mason also brought concern that giving the key to renters poses the possibility to someone making a copy of the key and having use of the building at any time (helping themselves). Admin. Newsome mentioned that it could be possible to add a keypad to the facility, giving renters the code and changing it after each use. Comm. Lamm suggested that if renters are interested in gaining early access, that they chose to rent the building for two days, versus one.

Comm. Lamm questioned if renters are given a copy of the rules and regulations as to what is required of them. Admin. Newsome concurred and mentioned that renters must sign an application and then is given a copy as well.

Much discussion was further rendered regarding concerns with the Community Building rental.

*MOTION: Comm. Best made motion to charge a rental cost of \$275 and deposit fee of \$200 for rental of the building, the full \$475 cost being paid to hold date and rental of the building; seconded by Comm. Mason. Motion passed by unanimous vote.*

Any new renters of vacant dates will begin paying the new rate.

Admin. Newsome mentioned that Kevin O'Donnell is still researching the electrical / water software program between Tantulus and Nexgrid. She is in hopes that the Town will hear during the week which program he recommends for purchase. This software will allow the Town Office to upload all readings for water and electric meters and will allow cutoff of customer systems to take place within the office, versus public works employees having to physically go to the address to get readings or disconnect customer services.

## **7. Next Meeting Schedule**

Mayor Johnson reported that the next Board meeting will take place on Monday, September 12, 2022, at 6 pm.

**8. Closed Session**

Mayor Johnson requested that the Board go into closed session pursuant to NCGS §143-318.11 regarding personnel matters.

*MOTION: Comm. Mason made motion to move into closed session; seconded by Comm. Best. Motion passed by unanimous vote.*

**9. Re-opening of Open Session**

*MOTION: Comm. Johnson motion to adjourn the closed session and move back to open session; seconded by Comm. Mason. Motion passed by unanimous vote.*

**10. Adjournment**

Mayor Johnson adjourned the meeting at approximately 7:24 pm, August 1, 2022, upon motion of Board.

*MOTION: Motion was made to adjourn by Comm. Best; seconded by Comm. Pate. Motion carried by unanimous vote.*

*Respectfully Submitted: Dena Owens, Town Clerk*