



**LUCAMA BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, FEBRUARY 3, 2025
LUCAMA TOWN HALL
BOARD ROOM**

MINUTES

1. Call to Order

Mayor, Matthew Creech, (hereinafter “Mayor Creech”) called to order the regular meeting of the Town of Lucama Board of Commissioners (hereinafter “Board”) at 6 pm on February 3, 2025.

2. Roll Call

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

Commissioner, Dennis Ford (hereinafter “Comm. Ford”)
Commissioner, Jeff Johnson (hereinafter “Comm. J. Johnson”)
Commissioner, Kim Joyner (hereinafter “Comm. Joyner”)
Commissioner, Jody Teague (hereinafter “Comm. Teague”)
Interim Town Administrator, Ralph Clark (hereinafter “Admin. Clark”)
Town Clerk, Dena Owens (hereinafter “Clerk Owens”)
Utility Coordinator, Ashleigh Hooks (hereinafter “Coord. Hooks”)
Town Attorney, Gabe DuSablou (hereinafter “Attorney DuSablou”)

3. Moment of Silence

Those in attendance observed a moment of silence.

4. Approval of Agenda

Mayor Creech made an amendment to the agenda regarding Old Business, the public hearing for rezoning of property reminder was misdated. The date for the hearing is February 24, 2025.

Mayor Creech asked for a motion to approve the agenda with the amendment.

MOTION: Comm. J. Johnson made motion to amend and approve the agenda; seconded by Comm. Joyner. Motion passed by unanimous vote.

5. Approval of Minutes of Last Meeting

Mayor Creech gave the Board an opportunity to review the proposed minutes from the January 6, 2025, regular meeting and the financial report.

MOTION: Comm. Teague made motion to approve the January 6, 2025, minutes and the financial report; seconded by Comm. Ford. Motion passed by unanimous vote.

6. Welcome of Guests

There were no guests in attendance.

7. Public Comments

There were no public comments

8. Old Business

Clerk Owens reminded the Board of the Public Hearing for the rezoning of properties at 6421 Blalock Road, Huckleberry Road, and 6601 Blalock Road. The meeting is scheduled for Monday, February 24, 2025 at 6 pm.

9. New Items of Business

Clerk Owens shared with the Board that a miscoded expense needed to be reclassified in a line item in the AIA fund. Information was shared with the Board from Rich Moore, with McDavid & Associates, explaining the miscoding. A journal entry was posted to the ledger to correct the miscoded expense. This information was given to the Board for informational purposes.

Attorney DuSablon gave information regarding the HB971/NCGS §143-805, new legislation that prohibits the viewing of pornography on town networks and devices. He stated that the information is something that they sent to each of their municipal clients. It is advised that the Board pass the resolution. It is not the case that any of the town's employees are guilty of such, but it is purely a response to the legislation that was passed late last year. It requires towns to have a policy that prohibits the viewing of pornography on municipal computer networks or devices. The prohibition applies to town employees, as well as elected officials and town appointees. In basic terms, it prohibits the viewing of pornography or storing possession of property on town networks or devices, and the obligation to delete any such materials that were on there, prior to the passage of the policy. It also gives penalties for violations. There is an annual reporting requirement that the

statute and the policy reflects. The report must be filed no later than August 1st of each year. Attorney DuSablou recommends that the policy be adopted.

Mayor Creech asked what the penalties were for not abiding by the policy. Attorney DuSablou said that just a violation will be reported. If it is a town appointee or official, then it would be censured. Mayor Creech asked if the violator was an employee. Would there be termination? Attorney DuSablou said that the decision would be at the discretion of the Board on how to deal with it and what level of discipline to give. Mayor Creech stated that he saw the information was a resolution and wondered if it needed to be included in the revamped ordinances. Attorney DuSablou said it is a resolution. It could have taken the form of a personnel policy, other than the fact that it also applies to Town officials. Typically, towns don't adopt personnel regulations via ordinance. A resolution is fine in that it stands on its own subject matter. He recommends that it is not included in the ordinances.

MOTION: Comm. J. Johnson made motion that the resolution regarding the HB971/NCGS §143-805 policy be approved; seconded by Comm. Ford. Motion passed by unanimous vote.

Admin. Clark included in the Board's packet notes that he used when speaking with the LGC. He was able to meet with Kendra Boyle, the Deputy Director, Debbie Tomasko, and the Town's LGC coach, Melonie Bryant, to discuss the Town's financial position and to begin the process of gaining approval from the LGC Board to authorize the Town to borrow \$2,000,000 for funding the water and wastewater system improvements. With last fiscal year's audit being close to completion, the LGC recognizes that the Town has done what was said would be done. The Town has accomplished this as rapidly as anyone else. Admin. Clark's hope is that the Town will become a poster child for the LGC. They agreed that the Town was. There is one portion of the audit, the AFIR report – it is not part of the audit, but in most places, it does become a part. These reports were done up until 2019. It is a matter of going back through the past audits and recovering records, as it goes beyond just the numbers in the audit. It creates a history. All the water records have been located, the water production and water flow for the four years that are needed. He feels that the electric records can be gotten. It is a matter of putting a document together. The LGC is very understanding with very limited staff, that the Town hasn't had someone that can jump on the reports to complete them. The AFIR reports are the only outstanding items from the audits.

Admin. Clark shared at the meeting the requirements that are given to units that are placed on the Unit Assistance List. A third of a person's time is spent responding to things that is said are required. He stated that if the Town had to continue responding to those items, we would never be able to work on moving forward. After several minutes of discussion, the LGC agreed that he had a point.

He received some very positive feedback and is hoping that it will lay a foundation for the Town to get loan approval. The earliest that the Town could be placed on the agenda is April. Paperwork necessary for applying for the loans will be completed. At this point, there are two outstanding grants / loans. He mentioned combining them together to just become one loan and get both projects started.

Admin. Clark thanked the Board for allowing the third person in the office. The LGC is very concerned about the segregation of duties. He convinced them that the Town is doing the right things.

Admin. Clark mentioned the Town's fund balance and reserves. He mentioned how he saw approaching fund balance and reserves. The LGC was receptive of the ideas. They were also impressed with the Town considering a rate stabilization fund for the Electric Fund. He is hoping that the positive things that Town has accomplished, that the LGC will walk to the other side of their building and put in a good word for the Town. Moving forward with borrowing the money, believing the Town can repay.

Admin. Clark's goal with going to the meeting was to receive a positive response, so the Town could receive loan approval. He stated that a positive response was received. The other objective is to be removed from the Unit Assistance List. The new list does not go out until April, and hopefully the Town will be off the list or at least be relieved of all the other requirements. He emphasized that the goal of the Town is to create a well-trained and qualified staff. They are impressed with the attitude the Town has. The meeting that was supposed to be for an hour ended up being two hours and twenty minutes.

Comm. Joyner mentioned that Admin. Clark said April is the earliest that the Town could be off the list, what does that mean? Does that mean that someone from the office will have to go and meet with the LGC? Admin. Clark mentioned that the Board of Governors, a large group, approves all loan applications. The Town will need to get the loan applications done and to the LGC to be on the agenda.

Comm. Joyner asked the list that the Town is on, the Unit Assistance List, if it is kept somewhere that is public knowledge. Admin. Clark stated that it was public knowledge, if you go to the LGC website, there is a page where the UAL list is located, and it could be seen who was currently on the list. The reason so many are on the list is that some years ago when the accounting standards changed, the GASB, they began describing what an independent audit is. Danna cannot touch the Town's books, but only to audit them. In years past an auditor would come in basically to clean up the books and then audit them. Small towns don't have the staff to begin preparing trial balances and balance sheets.

Admin. Clark stated when Danna presents the 24 audit, he encourages everyone to be sure to look at the information carefully and work to understand as much as can be. This is the closest to telling where the Town is financially. If there are any findings rendered, they are things that have already been cleared up. The good thing is that the Town will know where the money is and what accounts it belongs in.

10. Town Administrator's Report

Admin. Clark reported that both vehicles that were placed on Gov Deals had met their reserve. It is possible that they could bring more. There are still two days left on the bidding. That is when the heavy bidding gets in. They have at least met Admin. Clark's expectations, maybe a little more.

11. Adjournment

Mayor Creech adjourned the meeting at approximately 6:22 pm, February 3, 2025, upon motion of Board.

MOTION: Motion was made to adjourn by Comm. J. Johnson; seconded by Comm. Teague. Motion passed by unanimous vote.

Respectfully Submitted: Dena Owens, Town Clerk