



**LUCAMA BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, AUGUST 4, 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 August 4, 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”)
Town Administrator, Elizabeth Krige (hereinafter “Admin. Krige”)
Town Clerk, Dena Owens (hereinafter “Clerk Owens”)
Town Attorney, Gabe DuSablou (hereinafter “Attorney DuSablou”)

3. Moment of Silence

Those in attendance observed a moment of silence.

4. Public Hearing – Annexation – Little Rock OFWB Church

Mayor Creech opened the public hearing for the annexation request from Little Rock Original Free Will Baptist Church, located on Little Rock Church Road.

Mayor Creech entertained comments from the public. There were no public comments.

Mayor Creech asked for motion to close the public hearing.

MOTION: Comm. Ford made motion to close the public hearing; seconded by Comm. J. Johnson. Motion passed by unanimous vote.

MOTION: Comm. J. Johnson made a motion to accept the annexation of the Little Rock OFWB Church properties; seconded by Comm. Ford. Motion passed by unanimous vote.

5. Public Hearing – Rezoning of Property – 6709 Blalock Road – RA20 to CH

Mayor Creech called to order the public hearing for rezoning of property located at 6709 Blalock Road.

Mayor Creech entertained comments from the public. Ron Sutton, with Herring Sutton and Associates, representative for the Aycock family regarding the rezoning of property was present. He stated that the Town's Planning Board recommended the rezoning of property and was in attendance to answer any questions.

Comm. Teague asked if the property was rezoned to CH and for some reason it is not used for the intended purpose, what would the plan be later for it to be used for. Property owner, Travis Aycock, mentioned purchasing the other property across the railroad, located on US Highway 301 which was already zoned CH. Comm. Teague asked if he was planning to use both properties the same way. He answered, "yes."

Attorney DuSablou stated that although the applicant may have an intended use in mind for rezoning the property, the general rezone would make the property available for any of the uses listed under the CH zoning.

Mr. Sutton mentioned that because there is the major future planned growth for residences behind the property, and as a steward of the property, the owner is asking to rezone the property to the CH designation before the property close by is developed and has 300 residences sitting in close proximity. He is positioning the property so that he can develop it in the future.

Comm. Ford asked Attorney DuSablou if there was currently anything in the Town's ordinances that requires a buffer. Attorney DuSablou stated that he did not know. Comm. Ford said that he knew Mr. Aycock was a good neighbor and would have a good buffer. If something happened five to ten years from now, it would be advantageous that anytime a commercial property meets with a residential property that some sort of buffer be required. Mr. Sutton mentioned that anything done on the property would require a site plan and that plan would have to be approved by the Board.

Mayor Creech entertained comments from property owner, Travis Aycock. He asked if the Board had any further questions. There were none.

Mayor Creech entertained a motion to close the public hearing.

MOTION: Comm. Joyner made a motion to close the public hearing; seconded by Comm. Teague. Motion passed by unanimous vote.

MOTION: Comm. J. Johnson made a motion to approve the rezoning of the property located at 6709 Blalock Road from RA-20 to CH; seconded by Comm. Teague. Motion passed by unanimous vote.

6. Approval of Agenda

Mayor Creech asked for a motion to approve the agenda.

Comm. J. Johnson asked to make an amendment to the closed session portion of agenda per GS 143-318.1183 to consult the Town Attorney for Case Number 24 CES 286.

MOTION: Comm. Joyner made a motion to approve the amendment; seconded by Comm. Ford. Motion passed by unanimous vote.

Mayor Creech asked for a motion to approve the agenda.

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

7. Approval of Minutes of Last Meeting

Comm. Teague mentioned that a correction needed to be made to the minutes, stating under Section 5, that it should read “Mayor Pro Tem Johnson gave the Board an opportunity to review the proposed minutes and the financial report for the July 7, 2025, regular meeting.”

Mayor Creech gave the Board an opportunity to review the proposed minutes for the July 7, 2025, regular meeting.

MOTION: Comm. Teague made a motion to approve the July 7, 2025, minutes with the change; seconded by Comm. Joyner. Motion passed by unanimous vote.

Mayor Creech gave the Board an opportunity to review the financial report.

MOTION: Comm. Ford made a motion to accept the financial report; seconded by Comm. Joyner. Motion passed by unanimous vote.

8. **Welcome of Guests**

There were guests in attendance.

9. **Public Comments**

Brittany Clemmens of 100 Terry Street stated that she noted that the light bills seem to be getting later being sent out. There have been two or three times this year that there have been only 10 days to make payment by the time the bills come, because they are due on the 10th. She requested that there be a date when the bills are required to be sent out.

Clerk Owens stated that the office personnel tries to get the bills out by the 25th of each month. Mrs. Clemmens stated that the email regarding the bills is not sent until the 28th or 29th of the month. Clerk Owens stated that the posting of the bills to the system is when the emails are sent out. The bills are sent in the mail before the accounts are updated. Brittany asked if the emails could be sent by the 25th of the month. Admin. Krige stated that she would discuss the request with the committee and would get back with Mrs. Clemmens.

10. **Old Business**

September Meeting Date

Clerk Owens shared with the Board the need to change the meeting date for the September meeting due to the first Monday being Labor Day. This date is needed for the next item of business – the Resolution to Annex Town-owned property requiring a public hearing. It was collectively decided that next month's meeting would take place on Tuesday, September 2nd.

Resolution to Annex Town-owned Property

Clerk Owens mentioned that the resolution was needed to annex the Town well property located behind Little Rock OFWB Church, which requires a public hearing.

MOTION: Comm. Ford made a motion to approve the resolution of Intent to Annex the Town-owned Property; seconded by Comm. Joyner. Motion passed by unanimous vote.

11. **New Items of Business**

Budget Change FY25/26

Clerk Owens mentioned that there was a need to make a budget change due to the Electric Department needing more funds available in the Tree Trimming line item. The report was given and there was no need for action.

Budget Amendment #1 – Capital Outlay

Clerk Owens presented a budget amendment to the Board that would allow for a purchase of a 2017 Massey Ferguson 6713 Tractor, a used Land Pride 8' Bush Hog, and a new Land Pride Hydraulic Parallel Arm Cutter with purchase in the amount of \$80,489.50. This machinery will be used to aid in cutting rights-of-way. Clerk Owens asked for a Capital Outlay amendment of \$80,500 from Fund Balance Appropriated.

MOTION: Comm. Joyner made a motion to accept Budget Amendment #1; seconded by Comm. J. Johnson. Motion passed by unanimous vote.

Utility Policy – Adoption of Revised Adjustment Policy

Admin. Krige asked the Board to consider approving the policy which clarifies when adjustments are given or when errors occur on a utility bill.

MOTION: Comm. J. Johnson made a motion to adopt the revised adjustment policy; seconded by Comm. Ford. Motion passed by unanimous vote.

Bank Building Renovations

Admin. Krige presented information to the Board regarding the replacement or repair of the HVAC units at the bank building. During the annual budget process, the Board approved \$100,000 for renovation of the building to move the Town's operations to that location. In preparation for the renovations, the HVAC system needs to be replaced. Estimates were received from Lyndon Heating and Air, Performance Heating and Cooling, and Crawford Mechanical Services. Staff requested that the Board award the contract to Crawford Mechanical Services as they held the lowest bid. It was also requested that the Board authorize the Finance Officer to make a 50% deposit to secure the HVAC systems at the quoted price. Questions arose from the difference in the quotes, nearly \$14,000.

MOTION: Comm. J. Johnson made a motion to table the decision to award the contract to Crawford for replacement of the HVAC systems; seconded by Comm. Ford. Motion passed by unanimous vote.

Resolution of Authorization for Signatures with Sewer Line Replacement / Pump Station Rehab Grant CS370602-01

Admin. Krige presented the need for the Board to give authorization to Mayor Creech as the Authorized Signature for all projects and Clerk Owens and Admin. Krige be identified as the Authorized Representative for DWI EBS Platform. A letter must be sent to DEQ explaining why the Town is behind on the project.

MOTION: Comm. Joyner made a motion accept the Resolution of Authorization; seconded by Comm. Ford. Motion passed by unanimous vote.

12. Town Administrator's Report

Admin. Krige stated that the Town had received a tax reconciliation from the County for the Ad Valorem Tax received for the 24/25 fiscal year. A resolution must be approved for adoption.

MOTION: Comm. Teague made motion to approve the resolution of acceptance; seconded by Comm. J. Johnson. Motion passed by unanimous vote.

Sewer System Improvements

Joe McKemy from McDavid and Associates received approval from DEQ to advertise for bids. The bid opening is September 4th at 2 pm. Once bids are in hand and the Town receives the authority to award from DEQ, the LGC will need to approve the 0% interest loans.

Water System Improvements

This project includes replacement of aging water lines and interconnectedness. The project is still waiting for approval from the Division of Water Infrastructure.

Renovation of Bank Building

An industrial hygienist will conduct air testing and write a scop of work for mitigating mold. This project will likely require multiple bids before a contractor can be selected. HVAC installation will occur after mold mitigation.

Annexation and Development

The Town anticipates submission of the final plat and annexation petition for the Hidden Treasure Subdivision.

Board Requests for Discussion

- A. Vape Shop Zoning Ordinance – Does the Board wish to consider ordinances regulating vape shops? A sample ordinance from Wilson County. A consensus was made to look further into an ordinance.
- B. Tiny House Zoning Ordinance – Does the Board wish to consider ordinances regulating tiny homes? The current ordinances do not have any allowance or prohibition, meaning they can be allowed in the Town.
- C. County Partnership for Grants – Does the Board wish to have conversations with Wilson County on applying for water / sewer infrastructure grants? It was suggested the Tiffany Purdy give a presentation to the Board.

13. Closed Session

MOTION: Comm. Ford made a motion to go into closed session; seconded by Comm. Teague. Motion passed by unanimous vote.

14. Open Session

MOTION: Comm. J. Johnson made a motion to go back into open session; seconded by Comm. Ford. Motion passed by unanimous vote.

15. Adjournment

Mayor Creech adjourned the meeting at approximately 7:40 pm, August 4, 2025, upon motion of Board.

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

Respectfully Submitted: Dena Owens, Town Clerk