



**LUCAMA BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, OCTOBER 7, 2024
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 October 7, 2024.

2. Roll Call

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

Commissioner, Dennis Ford (hereinafter “Comm. Ford”)
Commissioner, David Johnson (hereinafter “Comm. D. Johnson”)
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 Billing Clerk, Ashleigh Hooks (hereinafter “Clerk Hooks”)
Town Attorney, Gabe DuSablou (hereinafter “Attorney DuSablou”)

3. Moment of Silence

Those in attendance observed a moment of silence.

4. Approval of Agenda

Clerk Owens requested an addition to the agenda under new business for an Audit Contract Amendment.

Mayor Creech asked for a motion to amend and approve the agenda.

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

5. Approval of Minutes of Last Meetings

Mayor Creech gave the Board an opportunity to review the proposed minutes and financial report from the September 3rd regular meeting.

MOTION: Comm. Teague made motion to approve the September 3, 2024, 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

Richie Ballance of 6235 Little Rock Church Road was at the meeting to address a possible group home coming to the Swift Creek neighborhood. He asked the Board about communication from Ms. Wortham, whether she had responded to any of the Town's requests. Clerk Owens mentioned that she had not responded to any of the Town's requests for further information. Attorney DuSablou mentioned that the Town has not denied anything. Ms. Wortham must affirmatively seek from the Town a certificate of zone occupancy and that has not occurred. She is not authorized to operate any business there until that occurs. She has not applied. Mr. Ballance asked if it was allowed that a business be operated from the home. Attorney DuSablou stated that the zoning district is R15, and it is to be used for residential purposes and/or business purposes. To operate a business, there must be a certificate of zoning compliance. Use must be indicated and then the Town must acknowledge that the use is permitted in the district and that has not occurred.

Mr. Ballance stated that he understood that Attorney DuSablou knew an attorney, Brian Pridgen. He asked if he had run across the same situation in Saratoga. Attorney DuSablou stated that he was not familiar with that information but could check into it for the Town's benefit. Mr. Ballance understands that there was a similar situation in Saratoga and that Mr. Pridgen handled it. Attorney DuSablou mentioned that he worked in the same office as Mr. Pridgen.

Mr. Ballance further asked if anyone in the Town had contacted the Wilson County Zoning Department regarding the concern. No one from the Town had spoken with the Wilson County Zoning Department, but Comm. Ford had spoken with County Manager, Ron Hunt, off the record. He stated that Wilson County is watching how the Town handles the situation for the same reason. There was no conclusion to the conversation other than as stated.

Mayor Creech assured Mr. Ballance that the Town continues to consider the circumstance a serious issue and is continuing to look into it. However, there is a process that the Town must follow.

8. Old Business

There was no old business.

9. New Items of Business

Clerk Owens shared information regarding a budget change that had taken place and gave a report of line items affected. Also, Clerk Owens presented Budget Amendment #1 that required Board approval. The total for revenues and expenses equal in each respective fund. In the 10 Fund, changes are being made due to more interest being earned than originally budgeted for. The audit expense needs to increase as well as professional services (third-party CPA). Maintenance for equipment in the street department increased due to continued issues with the backhoe. Worker's Comp Insurance expense is a yearly fee and needs to be raised to cover the cost.

In the Electric Fund, money was moved from the Contingency line item to the Admin. Expense to the General Fund. This is due to the belief that the electric fund should help offset the expense of the audits to the General Fund.

In the Water/Wastewater Fund, more interest was earned and there was a need to add it to the budget. Because of the need to have a balanced budget in the fund, the extra money was placed in the Sewer Treatment Expense line item.

MOTION: Comm. Teague made motion to approve Budget Amendment #1; seconded by Comm. Joyner. Motion passed by unanimous vote.

Clerk Owens mentioned the two deputy cars that the Town received back from Wilson County Sheriff's Department and stated that the titles are currently in hand. She questioned the Board as to their wishes on how to handle the cars, specifically if they are interested in making them surplus. Clerk Owens contacted GovDeals, an online auction marketplace. There is no cost to the Town to place the cars for auction to sell. There will be a buyer's premium of 12.5 percent. She has spoken with Kirmi Patel, the account manager for the Town, who has sent instructions on the manner to photograph and list the cars.

Admin. Clark mentioned that the cars needed a bit of work. They currently have no consoles. Also, the decals on the sides of the vehicles need to be removed.

There is no easy solution for removal. He stated that the better the cars look, the more they may bring. GovDeals is an across-the-country seller. It is hard to project what the vehicles will bring, possibly \$600 to \$5,000. He recommends that the two center consoles be replaced. He also stated that the Town had to put a battery in one of the cars. He also recommends that a little money be spent cleaning and polishing the vehicles. It is his thoughts that the Board should declare them as surplus and then place them on GovDeals as a means of selling them.

After much discussion, the following motion was made.

MOTION: By use of resolution, Comm. Ford made motion to install the center consoles and detailing the vehicles, then surplus the two deputy cars and sell them through GovDeals; seconded by Comm. Teague. Motion passed by unanimous vote.

Admin. Owens presented the Board with an Amendment to Contract to Audit Accounts from Nunn, Brashear and Uzzell. This amendment is to modify the original fee of \$20,700 to \$22,550 and is needed due to the additional work for the Single Audit testing of the 2018 water grants.

MOTION: Comm. Joyner made a motion to approve the contract amendment for the 2023 audit; seconded by Comm. Ford. Motion passed by unanimous vote.

Comm. Ford presented the Board with a request for fee changes for the rental of the Community Building. The Admin. Committee is interested in changing the rental fee from \$375 to \$600 and the deposit from \$225 to \$300. There are many reasons for the change. He stated that it is not as much a “community building” any longer but more of a state-wide building. There are renters that are from many counties away that rent. The Town’s cost is so much less than any other venue nearby that has the same capabilities that the Community Building has, not to mention the park next door. To be able to continue to manage the building as is needed, the Admin. Committee feels like there is a need to raise the rent and deposit and recommends the above-mentioned amounts.

MOTION: Comm. Teague made a motion to raise the rental rate for the Community Building to \$600 and the deposit to \$300; seconded by Comm. Joyner. Motion passed by unanimous vote.

Mayor Creech invited Patrick Luce, the Government Contracts Manager with GFL, to address the Board. Admin. Clark reached out to Mr. Luce for the possibility of contracting out the solid waste pickup in Town. Mr. Luce shared with the Board a proposal for collection. He mentioned that he wanted to put together something that was aggressive as far as pricing, that would make sense, in terms of what the

Town is currently charging. Mr. Luce gave background information regarding Waste Industries and GFL's merging. He shared the key personnel working in the Wilson Branch. He mentioned that the driver who previously did the pickup of recycling for the Town would be the same driver that would collect the solid waste, knowing that he is already aware of the Town's route. He stated that there were three branches that can be pulled from if there was ever an issue as far as trucks, personnel, etc. The Town will be served by the Wilson Branch. Mr. Luce shared information regarding the drive cam on the GFL trucks. It is a camera attached to the truck that takes 15 seconds of film on the inside and outside should there ever be any action on the truck, such as speeding, braking, close distance. It can also take pictures of when carts are picked up to help with missed pickups. He included municipal references. The final information was on pricing. Curbside pickup will be once a week with GFL supplying the 95-gallon carts, at a cost of \$12.74 per cart, per month. If an additional cart is needed, the cost for it will also be \$12.74.

Comm. D. Johnson asked what municipalities that GFL currently serves. Mr. Luce shared that the Town of Farmville, Spring Hope, and Nashville, as well as Martin County are current municipal references.

Mayor Creech asked Mr. Luce if he could clarify what acceptable solid waste is. Normal household waste is what is considered acceptable. Items considered unacceptable are listed further in the contract.

Admin. Clark asked if there was a day of the week that would be considered collection day. Mr. Luce said that Thursday would be the day set aside for pickup.

Comm. Ford thanked Mr. Luce for attending the meeting at short notice. He was interested in receiving the information at this monthly meeting with the possibility of acting on it the following month. He mentioned there may be a need to retrain the citizens on what is acceptable and expected.

Attorney DuSablón stated that the agreement specifies the term as one year in one place but also says the term is from Jan. 2025 through December 31, 2030. Mr. Luce stated that it was a typographical error.

Mr. Luce said that GFL would be prepared to begin service for the Town on January 1, 2025.

10. Town Administrator's Report

- Admin. Clark stated that he would be attending the ENC Managers Meeting at ECU later in the week. A portion of the meeting will deal with Manager Interns. He plans to meet with the coordinator of the ECU MPA Grad

students of today or recent graduates. It is his goal to identify any candidates that may be a good fit for the Town. He also plans to continue the search through the college networks to seek candidates that may be a good fit. His interest in the search will not be limited to graduate students but will also seek out the Community College network. He will look for a candidate with leadership skills and a willingness to attend the UNC School of Government Administration Course which is held on the campus.

- Admin. Clark updated the Board on the electric project and its progression. The Storm in Western NC could impact the progress as nearly every crew that is available has been called there to assist in the restoration of power. It is considered to continue and be on schedule.
- Admin. Clark reported that the sewer line cleaning and smoke testing continues to be on schedule. During the smoke testing phase, if there are calls of smoke in the area, most likely it will be from the smoke that is being put into the lines. It could come out anywhere.
- Admin. Clark stated the meeting regarding the DEQ Water Project is still yet to be scheduled for a scope of the project.
- Admin. Clark stated that he and Clerk Owens will be meeting with the LGC Assistance Coordinator to discuss the LGC's role in assisting the Town in the future. He was happy to report that the 2023 audit is in the completion phase with the expected completion date of October 15-20. Most of the field work for 2024 is complete and the goal is to continue to be finished by December 31, 2024.

11. **Adjournment**

Mayor Creech adjourned the meeting at approximately 6:45 pm, October 7, 2024, 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