



**LUCAMA BOARD OF COMMISSIONERS  
REGULAR MEETING  
TUESDAY, JUNE 16, 2026  
LUCAMA TOWN HALL  
BOARD ROOM**

**MINUTES**

**1. Call to Order**

Mayor Pro Tem, Jeff Johnson, (hereinafter "Pro Tem Johnson") called to order the regular meeting of the Town of Lucama Board of Commissioners (hereinafter "Board") at 6 pm on June 16, 2026.

**2. Roll Call**

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

Commissioner, Dennis Ford (hereinafter "Comm. Ford")  
Commissioner, Kim Joyner (hereinafter "Comm. Joyner")  
Commissioner, James Parker (hereinafter "Comm. Parker")  
Commissioner, Jody Teague (hereinafter "Comm. Teague")  
Town Administrator, Elizabeth Krige (hereinafter "Admin. Krige")  
Town Clerk, Dena Owens (hereinafter "Clerk Owens")  
Utility Business Manager, 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**

Pro Tem Johnson asked for a motion to approve the agenda.

*MOTION: Comm. Joyner made a motion to amend the agenda to include Budget Amendment #11, an additional budget change and a proposal from Dan Hartzog to review the Interlocal Tri-Town Agreement; seconded by Comm. Parker. Motion carried by unanimous vote.*

*MOTION: Comm. Parker made a motion to approve the agenda as amended; seconded by Comm. Joyner. Motion passed by unanimous vote.*

**5. Old Items of Business**

**Consideration and Adoption of the FY 26/27 Budget Ordinance**

Admin. Krige introduced the FY 26/27 Budget Ordinance.

*MOTION: Comm. Joyner made a motion to approve the FY 26/27 Budget Ordinance; seconded by Comm. Teague. Motion carried by unanimous vote.*

**Consideration and Adoption of the FY 26/27 Fee Schedule**

Admin. Krige introduced the FY 26/27 Fee Schedule.

*MOTION: Comm. Teague made a motion to approve the FY 26/27 Fee Schedule; seconded by Comm. Joyner. Motion carried by unanimous vote.*

**6. New Items of Business**

**Budget Amendments and Change**

Clerk Owens shared with the Board Budget Amendment #10 and #11.

*MOTION: Comm. Joyner made a motion to approve both Budget Amendment #10 and #11; seconded by Comm. Parker. Motion carried by unanimous vote.*

Clerk Owens shared budget changes that were needed dated 6/10 and 6/16 for informational purposes. No action from the Board was needed.

**Consideration of a Resolution to Lease Town-owned Property on West Spring St.**

Admin. Krige shared that the Town owns property, known as Wilson County Parcel Number 2699-30-9855, located on West Spring St, acquired by deed recorded in the Wilson County Registry in Deed Book 821, Page 109. The addresses for this lease are 105 South Goldsboro Street and 110 West Spring Street.

Per NCGS 160A-272, the process to lease the property was followed including publication in a newspaper 30 days prior to the approval of a resolution and lease documents. It was advertised in the Wilson Times on May 15, 2026.

*MOTION: Comm. Teague made a motion to approve the resolution and lease for 110 West Spring Street; seconded by Comm. Parker. Motion carried by unanimous vote.*

## **Consideration of a Resolution to Lease Town-owned Property on South Goldsboro Street**

*MOTION: Comm. Teague made a motion to approve the resolution and lease for 105 South Goldsboro Street; seconded by Comm. Parker. Motion carried by unanimous vote.*

## **Consideration of Agreement with Performance Potential Uncorked for Personnel Policy Update**

Admin. Krige stated that the Town's Personnel Policy was written and adopted in 1999, with a handful of amendments added through the years. As part of the budget, proposals have been requested for a personnel policy update. The proposal shared with the Board outlines the project and the cost of not exceeding \$5,500. As a member of the North Carolina League of Municipalities insurance pools, the Town can apply for a reimbursement grant to reimburse a portion of this cost. Funds for the project are included in the FY 26/27 Budget.

*MOTION: Comm. Teague made a motion to approve the proposal from Performance Potential Uncorked to update the Town's personnel policy for a cost that will not exceed \$5,500; seconded by Comm. Joyner. Motion carried by unanimous vote.*

## **Consideration of Agreement with Mack Gay Associates for Paving Assessment**

Admin. Krige shared that the formal proposal was approved in the FY 26/27 Budget to have a pavement assessment completed. The goal of the assessment is to rank the Town's streets from worst to best condition. The information will be used to prioritize which streets are repaved. The cost of the assessment of \$15,000 and is included in the FY 26/27 Budget. Once the assessment is completed, the Town will hire a contractor to pave or repair the streets identified in the report.

*MOTION: Comm. Joyner made a motion to approve the proposal from Mack Gay for a pavement condition assessment; seconded by Comm. Ford. Motion carried by unanimous vote.*

## **Selection of Engineering Firm for SRF-W-0050**

The Town applied for and was awarded a grant from DEQ for Pump Station Rehabilitation. The total amount of funding is \$3,380,025, of which \$2,535,019 is principal forgiveness and the remainder of \$845,006 is a 0% loan.

On May 27, 2026, the Board approved an RFQ seeking qualified engineering firms to design and manage this project.

This RFQ was advertised in Greater Diversity News, posted on the Town's website, sent directly to firms, and posted on the State's HUB page.

The Town received one Statement of Qualifications from Mack Gay Associates. The Town already works with Mack Gay on plan review for subdivisions. Staff recommends awarding the contract to Mack Gay Associates based on their qualifications and ability to meet the deadlines set by the Department of Environmental Quality.

*MOTION: Comm. Teague made a motion to contract with Mack Gay Associates to design and manage project SRF-W-0050; seconded by Comm. Parker. Motion carried by unanimous vote.*

### **Consideration of the Dan Hartzog Proposal**

Admin. Krige presented an agreement for Dan Hartzog to represent the Town during the drawing up of the Tri-Town Substation Agreement. At the June 1, 2026 meeting, the Board agreed that an attorney was needed to protect the Town, as Attorney DuSablou would not be drafting the agreement because of the possibility in there being a conflict of interest in the representation of both the Town of Stantonsburg and Lucama.

During the discussion, Attorney DuSablou mentioned that he would in fact be drawing up the agreement for the Tri-Town Substation. Discussion continued, the consensus was that it was too early in the process to retain another attorney, therefore the Board decided to table the item.

*MOTION: Comm. Teague made a motion to table the agreement with Dan Hartzog; seconded by Comm. Parker. Motion carried by unanimous vote.*

### **7. Closed Session**

Pursuant to NCGS 143-318.11 (6) there was need to go into closed session to discuss personnel matters.

*MOTION: Comm. Teague made a motion to go into closed session; seconded by Comm. Joyner. Motion carried by unanimous vote.*

*MOTION: Comm. Ford made a motion to go out of closed session; seconded by Comm. Parker. Motion carried by unanimous vote.*

*MOTION: Comm. Teague made a motion to approve the Amendment to the Employment Agreement as Town Administrator with amended changes of adding language that the payout of vacation, sick, and compensatory leave will only be those hours accrued during the tenure with the Town of Lucama, with prior sick leave being eligible for transferring to another municipality; seconded by Comm. Parker. Motion carried by unanimous vote.*

**8. Adjournment**

Pro Tem Johnson adjourned the meeting at approximately 7:15 pm, June 16, 2026, upon motion of Board.

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

*Respectfully Submitted: Dena Owens, Town Clerk*