LUCAMA BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, SEPTEMBER 8, 2026
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 September 8, 2026.

2. Roll Call

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

Commissioner, Jeff Johnson (hereinafter "Comm. Johnson")
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")
Clerk, Ashleigh Hooks (hereinafter "Clerk Hooks")
Attorney, Gabriel DuSablon (hereinafter "Attorney DuSablon")

3. Moment of Silence

Those in attendance observed a moment of silence.

4. Approval of Agenda

Mayor Creech asked for a motion to approve the agenda.

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

5. Approval of the Minutes, and Financial Report

Mayor Creech asked for a motion to approve the previous meeting minutes and financial report.

MOTION: Comm. Joyner made a motion to approve the meeting minutes and financial report; seconded by Comm. Parker. Motion passed by unanimous vote.

6. Public Comments

There were no public comments.

7. Old Business

Next Steps for the Bank Building

Admin. Krige reminded the Board that in August, they had reviewed several quotes related to the renovation or demolition of the building. Because the item was tabled, it was placed on the agenda again to share information that was requested regarding the historic district. She gave the Board a summary of information regarding the Bank Building, including historical data, quotes regarding mold remediation, HVAC systems and repairs, a proposal for architectural and engineering design services from 2023, and a quote for demolition. She requested directions from the Board to move forward with the project.

MOTION: Comm. Johnson made a motion to demolish the bank building; seconded by Comm. Parker. Motion carried by unanimous vote.

Budget Amendment #1 for the 2019 Sewer Line Replacement Project

Joe McKemey of McDavid and Associates presented a proposed budget amendment for the Sewer Line Replacement Project. The amendment would adjust budget line items and cover additional advertising and permit application fees. He requested approval of a resolution authorizing the amendment.

MOTION: Comm. Joyner made a motion to approve Budget Amendment #1 for the 2019 Sewer Line Replacement project; seconded by Comm. Johnson. Motion carried by unanimous vote.

Resolution of Funding Acceptance for the 2019 Sewer Line Replacement

Helen Stanford, with the Upper Coastal Plain Council of Government, was present to share a resolution with the Board extending the current 20-year loan term for the Sewer Line Project to a 30-year term. NCDEQ has offered State Revolving Fund – Repayable Loan and State Revolving Fund – Principal Forgiveness funding in the amount of $1,467,500, with a 30-year Loan Term, for the construction of the Town's Sanitary Sewer Line Replacement and Pump Station Rehabilitation project.

MOTION: Comm. Joyner made a motion to approve the resolution extending the terms from a 20-year to 30-year term for the Sewer Line Replacement Project; seconded by Comm. Parker. Motion carried by unanimous vote.

8. New Business

Budget Amendment #1 (General and CDBG-NR Funds)

Clerk Owens shared an amendment that was needed to cover the modifications needed within the General and CDBG-NR funds. The changes were necessary to cover expenses incurred though the NR process, not covered by grant funds. Also needed was the budgeting of reimbursed funds from the UPCOG to cover expenses.

MOTION: Comm. Johnson made a motion to approve the needed Budget Amendment #1 for the General and CDBG-NR funds; seconded by Comm. Teague. Motion carried by unanimous vote.

Resolution of Support for the CDBG-I Grant Application

Admin. Krige reminded the Board of the decision to apply for a CDBG-I grant of three million dollars. The required public hearing was held on August 3, 2026. The resolution states that the Board is aware of the application being submitted on the Town's behalf and is required for the application.

MOTION: Comm. Teague made a motion to adopt the resolution authorizing the submission of a grant application through the CDBG-I program; seconded by Comm. Joyner. Motion carried by unanimous vote.

Consideration of the Interlocal Electric Service and Shared Asset Agreement

Admin. Krige stated that the Tri-Town Committee had spent the last nine months establishing the framework for the Tri-Town Partnership. The shared interlocal agreement describes the shared assets, how decisions will be made, establishes a governing structure, and addresses the operations of the Tri-Town Electric System.

The most important parts of the agreement are:

- Specifies which assets are shared.
- Establishes the committee, the rules for quorum, meeting schedule, chair rotation, and record-keeping.
- All decisions will be made by a majority rule except projects of $500,000 or more, which requires unanimous approval from the Tri-Town Committee.
- All costs incurred will be split equally between the three towns.
- The initial term is 12 years, aligning with the three towns' power supply contracts.
- Withdrawal from the partnership requires 365-day notice in writing

MOTION: Comm. Teague made a motion to approve the Interlocal Electric Service and Shared Asset Agreement; seconded by Comm. Johnson. Motion carried by unanimous vote.

Award Contract for Repairs to Well #5

Admin. Krige stated that the water production at Well #5 had been steadily decreasing. An inspection was conducted by AC Schultes and the following recommendations were made.

- Rebuild the Motor
- Remove and Install 2 New Gate Valves
- Rehabilitation of the Well
- Install a New Pump and Column Pipe

AC Schultes provided an estimate to complete this work for $76,200. Pearson Pump Sales and Service provided an estimate of $49,607. A memo from Mike Tolson, the Town's engineer, was shared and the recommendation upon his review was that the Town award the Well #5 motor replacement, gate valve replacement, well rehabilitation, and new pump and column pipe work be given to Pearson Pump Sales and Service, Inc. in the quoted amount of $49,607, plus applicable North Carolina sales tax.

MOTION: Comm. Teague made a motion to approve the estimate from Pearson Pump Sales and Service for the rehabilitation of Well #5; seconded by Comm. Johnson. Motion carried by unanimous vote.

9. Town Administrator's Report

Waterline Replacement Project

Admin. Krige mentioned that the waterline replacement project is underway. According to the construction schedule, work will continue at Rouse Street, until mid-September. The next phase of the project will be on Spring Street. Customers have been notified via postcard about the upcoming construction. The estimated completion date of the project is early November.

Sewer Line Replacement Project

The pre-construction conference was held on August 19th. The contractor, Jymco, will submit shop drawings for review and approval by McDavid Associates. The construction date has not been confirmed.

Ironwood Subdivision

Admin. Krige stated that she had been contacted by the Subdivision's engineer, Kevin Varnell, that the project was currently on hold due to construction costs.

2025 Pump Station Rehabilitation Grant Award

The engineering report for this project was submitted on August 20, 2026. DEQ has until January 15, 2027, to review and approve the report. The next step is the submission of the bid and design package, due July 13, 2027.

Board Discussion

Comm. Joyner stated that she appreciates all the staff of the Town and their work.

10. <u>Adjournment</u>

Mayor Creech adjourned the meeting at approximately 6:27 pm, September 8, 2026, upon motion of Board.

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

Respectfully Submitted: Dena Owens, Town Clerk