LUCAMA BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, OCTOBER 5, 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 October 5, 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")
Clerk, Ashleigh Hooks (hereinafter "Clerk Hooks")
Town Attorney, Gabe DuSablon (hereinafter "Attorney DuSablon")

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. Ford made a motion to approve the agenda; seconded by Comm. Parker. Motion passed by unanimous vote.

5. Approval of Minutes from Last Meeting and Financial Report

Pro Tem Johnson gave the Board an opportunity to review the proposed minutes from the September 8, 2026, regular meeting and the financial report.

MOTION: Comm. Teague made a motion to approve the September 8, 2026, minutes and financial report; seconded by Comm. Joyner. Motion passed by unanimous vote.

6. Public Comments

There were no public comments.

7. Presentation

Mike Tolson, Town Engineer, presented the Paving Condition Assessment, which the Board asked to be done. Summary of findings through the assessment was that there were 158 total observations collected on July 2, July 7, and July 8, 2026. The inventory indicates that the most common observed pavement issues were patching and utility cut patching, longitudinal and transverse cracking, and alligator cracking. These conditions are typical indicators of localized utility repair, surface aging, water infiltration, and in some locations, possible base or subgrade deterioration. Assessment was also made on some of the speed bumps that are located around the Town.

Severity was documented using a three-level scale: Severity 1 = Low, Severity 2 = Medium, and Severity 3 = High. Most observations were low severity, indicating that substantial portion of the noted distress may be addressed through routine and preventative maintenance. However, high severity potholes and isolated structural distress should be prioritized for near-term repair to reduce safety concerns, limit water intrusion, and slow additional pavement deterioration.

Mike shared that 80 percent of the Town's issues are from patching and utility cut patching, longitudinal and transverse cracking, and alligator cracking. He said that it was a possibility to pick and choose what would be prioritized. Mike chose some of the higher priority needs and the report details where they are located. The potholes and shoving, some of the block cracking and swelling, weathering and old bit of payment is not something that would necessarily be corrected with patching. They would need to be a slated for a long-term overlay, which is an expensive undertaking, and would require to be planned. There was one issue found with a lane and shoulder drop-off.

Of the 158 observations, 124 are considered low severity, 23 are medium, and only 11 ranked highly severe. The 11 are a manageable amount to try and resolve.

A priority plan was prepared that would give the Board what needed to be taken care of first.

Admin. Krige asked if it was realistic to have bids and plan to have the work done by the end of the year with temperatures going down or if it was possible that the work should wait until Spring. Mike stated that one of the things about asphalt plants in the area is that they shut down to clean and revamp. If the work being done does not hit around that time, then asphalt would be available. He also stated that the weather in Town is not severe enough to warrant not going forth with doing the work before the end of the year.

8. Old Business

WIF-2034 Waterline Replacement Change Order

Joe McKemey, with McDavid and Associates, presented to the Board a Change Order for the Waterline Replacement Grant. The order is needed to construct a two-inch water line to transfer services to existing homes in the riparian buffer. Located along Little Rock Church Road is a creek crossing that ultimately drains to the Neuse River, so there is a 50-foot riparian buffer. Joe stated that the way the waterline originally crossed the creek was the use of old methods. Some of the water meters and houses are in the riparian buffer. Because of the buffer, a new line is needed to transfer services to the existing homes.

MOTION: Comm. Ford made a motion to approve the contract change order for the 2021 Water Line Replacement Grant; seconded by Comm. Teague. Motion carried by unanimous vote.

Resolution Amending Capital Project Budget Ordinance

Due to the Change Order for the Waterline Project, a budget ordinance amendment is needed. Joe shared the amendment.

MOTION: Comm. Teague made a motion to approve the budget ordinance amendment for the Waterline Replacement Grant; seconded by Comm. Parker. Motion carried by unanimous vote.

9. New Business

Acceptance of Paving Condition Assessment

Admin. Krige asked that the Board accept the Paving Assessment Study and direct for advertisement of bids.

MOTION: Comm. Ford made a motion to accept the Paving Assessment Study and direct for advertisement of bids; seconded by Comm. Joyner. Motion carried by unanimous vote.

Consideration of Bids for Kirby Street Drainage Project

Mike Tolson stated that the Town has recurring sinkholes and poor drainage along the storm drainage system adjacent to Kirby Street near its intersection with Woodcrest St. The Drainage Solution Company hydro-jetted and video-inspected the existing concrete storm pipe in September 2025. The inspection found that the line was approximately 90 percent full of sediment and identified eleven locations where the pipe joints are disjointed or misaligned, allowing groundwater and soil to enter the pipe and causing the sinkholes in the adjoining yard. The report also noted that the system appears to be backgraded towards its outfall and recommended complete replacement of the pipe rather than spot repairs.

Mack Gay Associates prepared a Kirby Street Exhibit Map defining the scope of improvements and requested proposals from three local contractors. Proposals were received from Owens Construction Company, Inc., Ed Braswell and Sons, Inc., and Ralph Hodge Construction Company. Each contractor submitted pricing in a different format and did not break out the scope in the same way. Mack Gay organized the pricing to allow for like-for-like comparison against the exhibit scope. Pricing was arranged from lowest to highest for the base scope with the ditch cleanout.

Based on the proposals received and the review above, MGA recommended that the Town award the Kirby Street Storm Drainage Improvements to Owens Construction Company, Inc. of Elm City, NC, the lowest responsible bidder proposal, in the amount of $41,385 for the base scope shown on the Kirby Street Exhibit Map, including 850 LF ditch cleanout. They further recommend, if funds allow, to include the optional 130 LF pipe replacement for $10,400, for a total contact amount of $51,785 and a budget construction contingency of approximately 10% for unforeseen conditions. Work can be done with use of Powell Bill funding.

MOTION: Comm. Joyner made a motion to accept the proposed bid for the Kirby Street Drainage project from Owens Construction; seconded by Comm. Ford. Motion carried by unanimous vote.

Budget Amendment #2

Clerk Owens shared with the Board a need for a budget amendment to cover demolition expenses from the Bank Building and the shredding of Town records as allowed by the Records Retention and Disposition Schedule.

MOTION: Comm. Joyner made a motion to approve Budget Amendment #2; seconded by Comm. Teague. Motion carried by unanimous vote.

Consideration of Proposals from Text My Gov

Admin. Krige mentioned that as the Town continues to upgrade infrastructure, it is important to notify customers about construction and service interruptions. Although Facebook and the electronic sign are good tools for use, customers complain they don't see the message.

A proposal was requested from Text My Gov, which allows users at the Town to send text messages of affected areas or to the entire town. The first year's cost of the service is a total of $3,000. The initial set-up fee is $1,000, and the annual subscription is $2,000. The costs will be split between the General, Water/Sewer, and Electric funds. The Towns of Stantonsburg and Sims currently use the service.

MOTION: Comm. Teague made a motion to approve the proposal from Text My Gov; seconded by Comm. Parker. Motion carried by unanimous vote.

10. Town Administrator's Report

Application for CDBG-I Funding

The application has been submitted to DEQ. The grant awards will be announced in Spring 2027.

New Town Website

Next Level Creative is well on its way to creating a new website for the Town. They will be onsite shooting drone footage. The homepage mock-up will be available within the next week.

2026 Audit

The auditors were on-site for fieldwork last week. All materials requested were sent. It is in hopes that it will be received by the end of October for review. The audit deadline is 12/31/26.

11. Closed Session

Mayor Pro Tem Johnson requested that the Board go into closed session pursuant to NCGS §143-318.11 regarding personnel matters and to consult with the Town Attorney.

MOTION: Comm. Ford made motion to move into closed session; seconded by Comm. Parker. Motion carried by unanimous vote.

12. Re-opening of Open Session

MOTION: Comm. Joyner made motion to adjourn the closed session and move back to open session; seconded by Comm. Teague. Motion carried by unanimous vote.

13. Adjournment

Pro Tem Johnson adjourned the meeting at approximately 8:20 pm, October 5, 2026, upon motion of Board.

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

Respectfully Submitted: Dena Owens, Town Clerk