

TOWN OF POLLOCKSVILLE
BOARD OF COMMISSIONERS

June 13, 2017
Regular Meeting

Present: James V. Bender, Jr., Mayor
Samuel F. Lincoln, Mayor Pro Tem
Michael Duffy, Commissioner
Sherry Henderson, Commissioner
Ellis Banks, Jr. Commissioner

Guests: List Attached

Jimmie Hicks, Jr., Attorney
Heidi McLaughlin, Town Clerk
Staci Ventura, Finance Officer
Patrick McCain, Chief of Police
Tony Hawkins, Public Works Director

The Board of Commissioners for the Town of Pollocksville held its regular scheduled meeting on Tuesday, June 13, 2017 at 7:00PM in the Pollocksville Town Hall/Depot. Mayor Bender called the meeting to order, and led the Pledge of Allegiance. The agenda was adopted as amended with a motion made by Commissioner Duffy and seconded by Commissioner Lincoln. All were in favor. Commissioner Lincoln made a motion to approve the minutes of the April 25, 2017 Budget Workshop, the May 9, 2017 Regular Meeting, and the May 23, 2017 Public Hearing. Commissioner Henderson seconded; all were in favor.

PUBLIC COMMENT: None provided

REQUESTED TIME: Mr. Don Redfearn addressed the Board about his recent travel through Pollocksville and the help he received from Police Chief McCain, see letter attached.

CDBG Report: Mr. David Weir of McDavid Associates presented the Board with a resolution for change order number three, see attached. The change order reflected a decrease in the contractor price and also included a sixteen day extension on the project due to weather and unforeseen circumstances. Commissioner Duffy made a motion to approve the resolution for the change order and the sixteen day extension and Commissioner Lincoln seconded; all were in favor. Mr. Weir mentioned that there is a possibility of \$50,000-\$60,000 of contingency funds at the end of the project, for which efforts will be made to use these funds for other water-related projects.

UNFINISHED BUSINESS:

- 1.) Water System Proposal: Mayor Bender reported that conversation with the County continues. Jones County plans to purchase property north of the Town. The County had previously submitted a counter offer to the Town, but it still was not enough for the system.

DEPARTMENT REPORTS:

Police Department: Chief McCain provided the Board with his report, see attached. He reported that the department participated in seven saturation patrols and the click it or ticket campaign. They have also been working in online in-service. In regards to nuisance violations, grass has been caught up and he did issue a warning for a rooster in town.

Chief McCain reported that there were three properties still in violation for nuisances after two notices had been mailed to each property owner. Under the ordinance, the property owners were notified of a hearing before the Board on June 13, 2017. None of the property owners appeared. Accordingly, Commissioner Lincoln made a motion to enter into an order of abatement for the properties located at 233 Beaufort Road, 202 Trent Street, and 210 Trent Street. Commissioner Duffy seconded and all were in favor.

Chief McCain also reported that with the warmer weather, many golf carts are coming onto the streets in Town and the Town needs an ordinance to address this issue. Mr. Hicks will look into wording and provide an ordinance to be reviewed at the June 27, 2017 meeting.

Public Works: Mr. Hawkins reported that he had received a report from the State and the Town is in compliance with the system. He also reported that he had been working with the contractors for the CDBG project. Mayor Bender also reported that Mr. Tew has been working a lot at the Town Hall putting in new stairs and helping handle a leak in the ceiling due to the air conditioner. Mr. Tew will also be working on some of the original windows to the Depot that need to be re-glazed.

Beautification: Commissioner Lincoln stated that there was not a report and that they are looking for volunteers to help with a site plan. Mayor Bender reported that Commissioner Lincoln and he had met with Eric Merritt and the Jones County Building Inspector to look at some of the properties in Town. The major areas of concern noted were the Trent Service Station, the pine tree growing on top of the Creagh Drug Store Building, and the two Cleve buildings. After some research, Mayor Bender reported that the storage tanks at the Trent Service Station were removed in 2000. Mayor Bender and the attorney will be reviewing paperwork from the last condemnation of property the Town did, over twenty years ago.

Planning and Zoning: No referrals.

Attorney: Mr. Hicks reported that a letter was sent to the property owners of Dollar General in regards to property taxes owed. The Finance Officer reported that she had received a phone call that a check was in the mail.

Finance: A property tax report was provided, see attached. Finance reports were also provided to the Commissioners for the month of May. Mayor Bender noted the positive cash flow and the revenue exceeding expenses in both funds.

The Finance Officer presented the Board with the 2017-2018 Budget and Tax Levy Resolution, see attached. Commissioner Lincoln made a motion to adopt the 2017-2018 budget. Commissioner Duffy seconded and all were in favor.

Town Clerk: Ms. McLaughlin provided the Board with a proposal on a change to office hours last month, see attached. Commissioner Henderson commented that she would like to see the Town do business within Jones County if a bank could provide no fees. Commissioner Duffy made a motion to change the Town Hall office hours to Monday, Tuesday and Thursday from 9AM to 4PM. Commissioner Lincoln seconded and all were in favor. The Board will revisit this decision in three months to see how it is working, as well as consider issuing RFP's for bank services.

Mayor Bender reported that candidate filing for the November 2017 election will open at noon on July 7, 2017 and close at noon on July 21, 2017. Seats that will be open will be Mayor Bender (4 year term), Commissioner Barbee (4 year term), Commissioner Banks (4 year term), and Commissioner Henderson (2 year term – filling the term of the late Commissioner Miller).

Mayor Bender reported that the Town had previously allowed absentee voting. The Board of Elections provided a report of how many absentee ballots had been used in previous years along with the fee for the coming election of \$380 if absentee voting is allowed. Commissioner Duffy made a motion to eliminate absentee voting in the coming election. Commissioner Lincoln seconded and all were in favor. A resolution of the change will be sent to the Board of Elections.

NEW BUSINESS: None

CLOSED SESSION: None

Announcements: The November 2017 election filing dates will be noon July 7 through noon July 21, 2017. The Board will also be meeting on Tuesday June 27, 2017 at 7 PM.

Commissioner Duffy made a motion to recess the meeting until Tuesday June 27, 2017 at 7 PM, seconded by Commissioner Lincoln and carried unanimously.

Respectfully Submitted,

Heidi McLaughlin, Town Clerk

Date Approved