

TOWN OF POLLOCKSVILLE  
BOARD OF COMMISSIONERS

**April 11, 2017**  
**Regular Meeting**

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

Guests: List Attached

David Baxter, Attorney  
Heidi McLaughlin, Town Clerk  
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, April 11, 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 Lincoln and seconded by Commissioner Duffy. All were in favor. Commissioner Duffy made a motion to approve the minutes of the March 14, 2017 Regular Meeting and the Special Meeting of March 28, 2017. Commissioner Barbee seconded; all were in favor.

**PUBLIC COMMENT:** None provided

**PUBLIC HEARING:**

Commissioner Henderson made a motion to convene a public hearing to discuss the rezoning of 135 Main Street from Residential (R-8) to Commercial (C-1). Commissioner Duffy seconded and all were in favor.

There were no public comments on the matter.

Commissioner Duffy made a motion to conclude the public hearing and Commissioner Henderson seconded; all were in favor.

**Zoning Report:** On the conclusion of the Public Hearing and with no comments or discussion, Commissioner Lincoln made a motion to rezone 135 Main Street from Residential (R-8) to Commercial (C-1). Commissioner Barbee seconded and all were in favor.

**UNFINISHED BUSINESS:**

- 1.) Fire Suppression System: Commissioner Duffy made a motion authorizing Mayor Bender to execute the deed conveying the fire suppression system to Jones County. Commissioner Henderson seconded and all were in favor.
- 2.) CDBG: Mayor Bender reported that work had begun in the Garnett Heights area for the project with some problems. Meters are being moved to rights of way along with the lines being updated. A monthly progress meeting will take place the first Tuesday of every month at 10 AM at the Town Hall.
- 3.) Water System Proposal: Mayor Bender reported that Commissioner Duffy, Commissioner Henderson and himself will meet with the County on Thursday April 20 at 6 PM

**DEPARTMENT REPORTS:**

**Police Department:** Chief McCain provided the Board with his report, see attached. Reserve Officer Morris had completed her certification for full radar. He also reported that reserve officer Flanders submitted her resignation after being with the department for two years and three months. That leaves one opening in the department. The chief also informed the public that there will be a pill drop at Realo drugstore in town on April 29.

**Public Works:** Mr. Hawkins reported that he has been working with the contractors in regards to the CDBG project. The tie in has been completed and they are laying in lines. Commissioner Henderson asked Mr. Hawkins about more information regarding the sewer back up that took place earlier in the year. Mr. Hawkins explained the causes and that it could not be pinpointed as the exact customer who caused it.

Mr. Hawkins provided the Board with some quotes and items that need to be addressed for his department in the upcoming budget discussions. Copies of those items are attached and will be discussed at the budget workshop.

Mayor Bender reported that there had been a request to fix the gravel portion of Hudson Street. Powell Bill money is available to use for this project. Mayor Bender will have Mr. Tew work on it.

Commissioner Lincoln made a motion for the Town to pay for paint for the fire hydrants to be re-painted and not to exceed \$400.00. Commissioner Barbee seconded and all were in favor.

**Beautification:** Commissioner Barbee reported that the Spring Cleanup will be on April 22 at 9 AM.

**Attorney:** Mr. Baxter had no report.

**Finance:** A property tax report was provided, see attached. Mayor Bender reported that the parcel across the street from Town Hall that owed 2015 & 2016 property taxes had been paid due to a trigger from Jones County sending pre foreclosure letters.

Commissioner Lincoln made a motion to call a budget workshop for Tuesday April 25, 2017 at 6 PM. Commissioner Henderson seconded and all were in favor. A draft copy of the budget would be delivered to the Commissioners prior to the meeting.

Commissioner Duffy made a motion to renew the dual appointment of finance officer/tax collector of Ms. Staci Ventura. Commissioner Banks seconded and all were in favor.

**Town Clerk:** Ms. McLaughlin provided the Board with an updated records retention and disposition schedule, see attached. Commissioner Lincoln made a motion to destroy Town records per the new schedule. Commissioner Henderson seconded and all were in favor.

**NEW BUSINESS:** None

**CLOSED SESSION:** None

**Announcements:** The Town Spring Cleanup will be April 22<sup>nd</sup> at 9 AM. The budget workshop will be April 25<sup>th</sup> at 6PM. The Pill Drop will be at Realo Drugstore on April 29<sup>th</sup>.

Commissioner Lincoln made a motion to adjourn the meeting, seconded by Commissioner Duffy and carried unanimously.

Respectfully Submitted,

Heidi McLaughlin, Town Clerk

---

Date Approved