

Town of Pollocksville  
Regular Meeting  
May 11, 2021

Present: James V. Bender, Jr. – Mayor

Guest List: Listed at end

Ellis Banks – Commissioner

Sherry Henderson – Commissioner

Maria Robles – Commissioner

Nancy Barbee-Commissioner

Toni Floyd – Town Clerk

Nate Polo – LFNC Fellow

Call to Order/Pledge of Allegiance/Declaration of a Quorum

The Board of Commissioners for the Town of Pollocksville held its regular scheduled meeting on Tuesday, May 11, 2021 at the Pollocksville Temporary Town Hall. Due to group size restrictions due to Covid-19, the meeting was streamed via Zoom with Nate Polo acting as moderator. Mayor Bender called the meeting to order and led the Pledge of Allegiance. With four commissioners present, we had a quorum.

Introduction of New Business

The Board will discuss opening the meetings to the public and the status of Town Elections under “Town Clerk”.

Approval/Adoption of Final Agenda

Commissioner Banks made the motion to approve the agenda with the addition of the new business topics. Commissioner Barbee seconded the motion and all were in favor.

Public Comments

No comments at this time

Approval of Minutes of April 27, 2021

Commissioner Banks made the motion to approve the minutes with a second from Commissioner Henderson. All were in favor.

Presentations to the Board

- A. Travis Klondike et al – NC State/CDDL Update: Mr. Klondike previously sent slides of the banner artwork for the Main Street improvements to all Board member for review. The plan calls for ten (10) banners and poles, with two different types of 2-sided banners. The banners will represent Trent River and the Town founding date. NCDOT has approved the poles and the banner styles selected. Street furnishings will be installed as soon as DOT completes the paving and improvements on Main Street. A motion to accept the banner designs was made by Commissioner Barbee. Commissioner Banks seconded the motion and all were in favor. Mr. Klondike also discussed the location of benches and bike racks.
  1. Authorize execution of ROW agreement: Commissioner Barbee made a motion to execute the Right of Way agreement with a second from Commissioner Henderson. All were in favor.

2. The Town has submitted a letter of intent for the NC Environmental Enhancement Grant, which will be used to upgrade the grounds at the boat ramp area if awarded. The NC Community Foundation has agreed to extend our grant project deadline to align with the DOT work completion dates.

## Reports

### A. Mayor's Report:

1. Work is moving along on the Town Hall. DirtWorks is going to do some grading and will rake the ground at the old Town Hall location. The monthly contractor meeting is Thursday.
2. The Sewer Elevation project is expected to end on time (with FEMA granted extension). The contractor is still having trouble getting parts and employees.
3. The Street Festival planning is still underway. There is a meeting on May 18<sup>th</sup>, 7:00 at Grilling Buddies.
4. On Thursday, April 29<sup>th</sup>, the Mayor participated in a meeting with Franky Howard and Darlene Spivey. The Army Corp of Engineers does not think there needs to be any work done to the Trent River. The town and county leaders were not satisfied with the consensus of the Corp. Congressman Murphy is going to look into the possibility of dredging the river.
5. Mayor Bender talked with Myers Mast and he has arranged for Mowing Buddies to do the plantings at the boat ramp. The Mayor also asked about the Wildlife Commission improving the sidewalk to the handicap ramp and kayak launch.
6. Mayor Bender attended a webinar about the American Rescue Plan Act (ARPA). We will be receiving approximately \$80,000 over a two-year period. Our funds will be distributed through the state.

### B. LFNC Fellow-Nate Polo

1. Website update: Mr. Polo spent a lot of time working out the glitches on the website this past week. The first town email has been distributed to residents who signed up for the email service. The email/news updates have been named the Pollocksville Town Whistle.
2. Mr. Polo is working to distribute the town Floodprint to as many people as possible.
3. Mayor Bender has been conducting interviews for Mr. Polo's replacement. AmeriCorp is likely going to provide funding assistance and the co-hort would be an employee of UNC.

### C. Department of Public Works-Robbie Tew and JJ Chadwick-Mr. Chadwick has been working on obtaining parts for the blow-off valve. The Town may be able to use ARPA funds for water line extensions.

### D. Finance Office – Toni Floyd

1. The Cash Report and Check Register for April 2021 were provided for Board Members.
2. Update on Audit-The CPA worked in our office and reconciled bank statements for February and March. The audit is still on schedule for end of month completion.
3. Proposed 2021-2022 Budget Presentation: The Commissioners were given a copy of the Proposed Budget. Commissioner Barbee made the motion to hold a Public Hearing on the budget on June 8<sup>th</sup>. Commissioner Robles seconded the motion and all were in favor.

### E. Town Clerk-Toni Floyd

1. The Board discussed opening the Board meetings to the public, with rules for attendance such as placement of chairs and requiring masks. The Board would also set the maximum number of attendees. Commissioner Henderson made the motion to continue with Zoom meetings and open the meetings to the public. Commissioner Robles seconded the motion and all were in favor.
  2. Board of Elections: Filing for the fall election is July 2-16, 2021. Commissioner Barbee made a motion to notify the Elections Board that Pollocksville will use absentee ballots. Commissioner Banks seconded the motion and all were in favor.
- F. Beautification/Economic Development – Commissioner Barbee
1. Update on kayak launch project-Commissioner Henderson reported that the launch is completed and open.
  2. Façade Loan/Grant recommendations: Two applications have been approved for funding. Commissioner Barbee recommended approving the grant applications and reimbursing the applicants for what they have completed thus far. Commissioner Banks seconded the motion and all were in favor. The Mayor reminded everyone that these two property owners will have to execute the required ownership and maintenance agreement.
- G. Planning and Zoning – The Mayor has not had time to send out any more nuisance letters yet, but will continue to send letters as he receives complaints
1. Update on new Zoning Ordinance-Attorney Baxter recommends getting the Planning Board together to approve the Zoning Ordinance. The Board needs to fill one seat on the planning board and one alternate. The Mayor will contact the existing members to be sure that everyone still wants to serve.
- H. Public Safety – Commissioner Banks and Deputy James-Deputy James has increased patrols and has stopped numerous cars for running stop signs and speeding. He is also checking on cars at businesses to be sure nothing is going on. Deputy James has issued a couple of warning tickets.
- I. Attorney – David Baxter

Unfinished Business

None

New Business

None

Public Comment

None

Closed Session – (if necessary)

None

Announcements

Town Board Meeting, May 25, 2021

Adjournment

Commissioner Barbee made a motion to adjourn with a second from Commissioner Robles. All were in favor.

Respectfully submitted,

Toni Floyd, Town Clerk

Guest List (attending via Zoom):

Patricia Roddy-Jones

Travis Klondike

Andrew Fox

Tamra Church

Sara Mears