



Minutes of Regular Public Town Board of Fremont Meeting August 20, 2024

The regular meeting of the Board of Aldermen/Alderwomen for the Town of Fremont, NC was held at 6:00 p.m. on August 20, 2024. **Present were:**

Eddie Yelverton, **Mayor**
Leroy Ruffin, **Mayor Pro-tem**
Joyce Artis, **Alderwoman**
Tim Howell, **Alderman**
Oscar Mooring, **Alderman**
Wayne Jackson, **Alderman**

Also in attendance were Town Administrator Jonathan Allen, Finance Officer Shannon Daly, Town Clerk Junnie Williams, and Chief of Police Paul Moats.

Not present was Alderwoman Annie Lewis

Quorum Present: **Yes**

Call to Order:

Mayor Eddie Yeverton called the meeting to order at 6:00 p.m. **Pastor Frances Ruffin** gave the Invocation. **Mayor Eddie Yelverton** led all in attendance in the Pledge of Allegiance.

Approval of Agenda

***Alderman Wayne Jackson** made the motion to accept the published Agenda. **Alderman Oscar Mooring** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

Approval of Minutes

***Alderman Oscar Mooring** made a motion that the minutes of June **18**, 2024, July **16**, 2024 - **Town Board Meeting**. June **3**, 2024, June **25**, 2024, June **28**, 2024 – **Special Called Meeting**, with all the necessary corrections be approved.

Alderman Wayne Jackson seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

Public Comments:

Mayor Eddie Yelverton opened the meeting for Public Comments. **No comments** were made. Public Comments Section was closed.

Speaker:

Julian Aycock, and his wife came before the Town Board in representation of the estate of Matthew Earl Hooks Jr., and Alma P. Hooks, both brother and sister, who so graciously allowed their estate to be funded in part with proceeds to the American Heart Association, and the American Diabetes Association, to help in the research and development where it could possibly help improve the lives of people who are living with these issues. Julian Aycock, stated that both the American Heart Association, and the American Diabetes Association would like to honor Matthew Earl Hooks Jr., and Alma P. Hooks, memories with a plaque to be placed in the front lobby of the Town Hall, Fremont.

Actions:

1): Contract for CRI – Finance Officer Shannon Daly

Informed the Board of Chris Pate, who is an accountant for CRI CPA's and Advisors. Finance Officer Shannon Daly, stated to the Town Board that she would very much like to work with Chris Pate, as the Town's newest accountant. She also presented in the Board agenda packet, the CRI Contract of the Master Services Agreement and Engagement Letter to be approved by the Town Board.

***Aldерwoman Joyce Artis** made a motion that we approve the Contract from CRI for the CPA's and Advisors. **Alderman Tim Howell** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

2): Budget Amendment BA-02-2025 - Finance Officer Shannon Daly

Stated that this Budget Amendment was for the dues and subscriptions of the Town has increased in price this year, and therefore she needed to add **\$500** to this line item from the Maintenance Building and Repair line item. The Finance Officer Shannon Daly, needs the Town Board to approve the Budget Amendment BA-02-2025.

***Aldерwoman Joyce Artis** made a motion that the Town Board approve the Budget Amendment, BA-02-2025. **Alderman Wayne Jackson** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

3): Payroll Account – Finance Officer Shannon Daly

Stated we have in Southern Bank the General Fund Account and the Payroll Account. Finance Officer Shannon Daly stated she would like to close out the Payroll Account and roll it over into the General Fund Account at Southern Bank, where the Town would only have 1 account in Southern Bank which would be the General Fund Account.

***Alderwoman Joyce Artis** made a motion that we close out the Payroll Account at Southern Bank. **Alderman Oscar Mooring** seconded the motion. **Motion passed unanimously with a 5-0 vote.**

4): Nomination of delegated to serve as Representative for the Town of Fremont on the NCEMPA Board of Commissioners (BOC) – Town Administrator Jonathan Allen

Stated that Electricities, NCEMPA Board of Commissioners (BOC) normally has an Elected Official to serve as a Representative for their Board of Commissioners from the Town of Fremont. Town Administrator Jonathan Allen stated that it is normally the Mayor of the Town, who has served in the past as the Commissioner, along with a first or second Alternate Commissioner, to be elected as well.

Alderwoman Joyce Artis, volunteered to be the Commissioner of the NCEMPA for the Town of Fremont and **Alderman Wayne Jackson** volunteered to be the First Alternate Commissioner of the NCEMPA.

***Alderman Oscar Mooring** made a motion that we appoint Alderwoman Joyce Artis as the Commissioner of the NCEMPA Board of Commissioners (BOC) for Electricities. **Alderman Wayne Jackson** seconded the motion. **Motion passed unanimously with a 5-0 vote.**

***Alderwoman Joyce Artis** made a motion to appoint Alderman Wayne Jackson as the First Alternate Commissioner of the NCEMPA (BOC) for Electricities. **Mayor Pro tem Leroy Ruffin** seconded the motion. **Motion passed unanimously with a 5-0 vote.**

5): Oath for the NCEMPA (BOC), Representatives for the Town of Fremont – Town Clerk Junnie Williams

Facilitated the Oath for the NCEMPA (BOC), Representatives, Alderwoman Joyce Artis, who affirmed as the Commissioner on the 20th day of August, 2024, and Alderman Wayne Jackson, who swore in as the First Alternate Commissioner on the 20th day of August, 2024.

6): Computer Service for the Town – Town Administrator Jonathan Allen
Informed the Board of the renewal contract coming up in October, 2024. Town Administrator Jonathan Allen stated that the agreement needed to be finalized for the computer service. He also stated that the Board had 2 options to select from in regards to the upgrade of the computer service, whether it be the server or the cloud, but the better option as far as cost wise would be the server.

***Alderman Joyce Artis** made a motion that we go ahead with the computer service in the approximate amount of **\$4,000**. **Alderman Tim Howell** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

7): Fee Schedule Approval for FY 24-25 – Town Administrator Jonathan Allen

Stated that the Board has in their agenda packets a Fee Schedule which shows the Now Fee amounts versus what is to be Proposed Fee amounts for the Town of Fremont. After much discussion by the Board it has been determined that the Late Fee for Utility will remain at the Now Fee of **5%**. The Rent for 219 E. Main Street Building, will change from the Now Fee of **\$500** to the Proposed Fee of **\$600**. The Charter Communication for Pole Rental will change from the Now Fee of **\$2,346** to the Proposed Fee of **\$3,510** which has been approved.

***Alderman Wayne Jackson** made a motion that we accept the Fee Schedule with the necessary changes. **Alderman Oscar Mooring** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

8): Resolution for AIA Stormwater Planning Grant (DWI Project #SRP-DW-ARP-0069/MEI Project #G22113) Preparing for Bid – Town Administrator Jonathan Allen

Tabled until next scheduled Town Board Meeting in September, 2024.

9): Code Enforcement Officer – Mayor Pro tem Leroy Ruffin

Spoke to the Town Board of the need to hire a part-time, Code Enforcement Officer for the Town of Fremont. Discussion was made by the Town Board detailing the duties of the part-time job position.

***Alderman Joyce Artis** made a motion to create a part-time position for a Code Enforcement Officer. **Alderman Wayne Jackson** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

Reports:

1): Finance Report was read by **Finance Officer Shannon Daly**, who gave the End of the Month Account Balances for July, 2024. The Central Depository Check listing for 7/1-31/2024, and the Expenditure Statement: 2024-2025 for Accounting Period: 6/30/2025. Report was included in Board agenda packets.

2): Billing and Collections Report was read by **Town Clerk Junnie Williams**, who gave the June/July, report to what was collected and billed as of August 14, 2024. Report was included in the Board agenda packets.

3): Police Report was read by **Chief Paul Moats**, who gave the Monthly Activity Report Summary during the month of June 2024 for the Fremont Police Department. Report was included in the Board agenda packets.

4): Town Update Report was read by the **Town Administrator Jonathan Allen**, who spoke on the updates of the town of Fremont, as of August 20, 2024. Report was included in the Board agenda packets.

Discussion:

1): Grant Writing – Mayor Pro tem Leroy Ruffin

Tabled until next scheduled Town Board Meeting in September, 2024.

2): Board Retreat/Strategic Planning Date for October 2024 – Town Administrator Jonathan Allen

David Boone of ECCOG (Eastern Carolina Council of Government) had spoken with the Town Administrator Jonathan Allen regarding a Board Retreat for the Town Board of Fremont, which would include the Town Administrator, Finance Officer, and the Town Clerk. The purpose of the Board Retreat/Strategic Planning is to set forth goals and objectives for the Town of Fremont, by the Town Board. The date scheduled for the Retreat/Strategic Planning is October 29, 2024. The locations would be either Wayne or Wilson County, whatever the Town Board preference is. Town Administrator Jonathan Allen stated that David Bone, did send a proposal back of **\$950** for the cost of the entire Retreat.

Information:

Mayor Eddie Yelverton, read the flyer for Labor Day, inside each Board agenda packet. He also informed everyone in the meeting that Town Hall would be closed on September 2, 2024 in observance of the Labor Day Holiday.

*Mayor Eddie Yelverton asked for a motion to go into closed session to discuss personnel. **Alderswoman Joyce Artis** made the motion. **Mayor Pro tem Leroy Ruffin** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

Mayor Eddie Yelverton stated that we are now back in **Open Session**.

***Mayor Pro tem Leroy Ruffin** made a motion that we approve the minutes for June 3, 2024, June 18, 2024 – Closed Session with the necessary corrections. **Alderswoman Joyce Artis** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

***Alderswoman Joyce Artis** made a motion that June 25, 2024, June 28, 2024, July 11, 2024, July 16, 2024 – Closed Session Minutes be revised as she will get with the Town Clerk Junnie Williams to assist her in the necessary corrections of these minutes for the next Town Board Meeting in September, 2024 to be approved. **Alderman Wayne Jackson** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

***Alderman Oscar Mooring** made a motion that we grant Chief Moats the authority to advertise or to hire 2 part-time, Police Officers at the hourly rate of \$35 and to raise the current part-time Police Officers at \$35 hourly. **Alderswoman Joyce Artis** seconded the motion. **Motion passed unanimously** with a **5-0 vote**.

*Mayor Eddie Yelverton stated we need a motion to adjourn. **Alderswoman Joyce Artis** made the motion. **Alderman Oscar Mooring** seconded the motion. Meeting adjourned.

The meeting ended at 9:56 p.m.

Encouraging Words:

“We may encounter many defeats, but we must not be defeated.”

~ Maya Angelou

Mayor Eddie Yeverton

Junnie Williams, Town Clerk