



Minutes of the Regular Town of Fremont Meeting December 17, 2024

The regular meeting of the Board of Aldermen/Alderwomen for the Town of Fremont, NC was held at 6:00 p.m. on December 17, 2024. Present were:

Eddie Yelverton, Mayor
Leroy Ruffin, Mayor Pro tem
Oscar Mooring, Alderman
Tim Howell, Alderman
Wayne Jackson, Alderman
Joyce M. Artis, Alderwoman/Interim Town Clerk

Absent: Annie Lewis, Alderwoman

Also in attendance were Town Administrator Jonathan Allen, Finance Officer Shannon Moats, Police Chief Paul Moats, Assistant Police Chief Greg Bottoms, and Town Engineer Mike McAllister.

Quorum Present: Yes

Call to Order: Mayor Yelverton called the meeting to order at 6:00 p.m.

Invocation: Mayor Eddie Yelverton gave the Invocation.

Pledge of Allegiance: Alderman Tim Howell led those present in the Pledge of Allegiance.

Approval of Agenda: *Mayor Yelverton asked for a motion to approve or amend the agenda. Alderwoman Joyce Artis stated that Mr. Danny Wooten, listed on the agenda as speaker, informed her of his inability to attend tonight's meeting. Town Administrator Jonathan Allen informed the Board that Mr. Billy Martin, listed on the agenda as speaker, from the Town of Eureka would not be present as well. Mayor Pro Tem Leroy Ruffin asked to amend the agenda to add under Old Business #13 "Town of Eureka Sewer Rates." Alderman Wayne Jackson asked to amend the agenda to add under Discussion #1 "Flushing of the Town's Water System."*

Alderman Jackson made a motion to accept the amended agenda. Mayor Pro Tem Ruffin seconded the motion.

Mayor Yelverton asked for any discussion. There was none. All were in favor of the motion. The motion passed unanimously.

Approval of Minutes: *Mayor Yelverton asked if there was a motion to approve the minutes of the November 18, 2024 Special Called Meeting, November 18, 2024 Closed Session, November 19, 2024 Regular Town Board Meeting, and the November 19, 2024 Closed Session Minutes.*

Alderman Jackson made a motion to approve the minutes of the November 18, 2024 Special Called Meeting, November 18, 2024 Closed Session, November 19, 2024 Regular Town Board Meeting, and the November 19, 2024 Closed Session Minutes. Alderman Mooring seconded the motion.

Mayor Yelverton asked for any discussion. There was none. All were in favor of the motion. The motion passed unanimously.

Public Comment: Mayor Yelverton opened the meeting for public comment.

- Keith Spivey, who resides at 509 Memorial Church Road, Fremont, North Carolina, stated that there was a lot of things that was coming against the Town of Fremont. He went on to say that he believed that the Town of Fremont was destined for greatness, and asked the Mayor and Board to consider holding a day of fasting and prayer, and if it could convene in the Town Board Chambers. Mr. Spivey stated that “In order to get the heart of God, and to help resolve problems that the Town may be facing, the Day of Fasting and Prayer should be opened to all residents and business owners.” Mr. Spivey also asked the Board to revisit the suggestion that Mayor Pro Tem Ruffin made a few years ago, which was to open and end each Board meeting with prayer. He went on to say that “We need God, we need His direction, and I do not believe what the Town is going through is not by coincidence.” Mr. Spivey also stated that, if his request is approved, he would be willing to lead the effort.

Mayor Pro tem Ruffin thanked Mr. Spivey for bringing his request to the Board. He went to say that “I was thinking about the same thing last week, but I didn’t have the guts to approach the Board about it.”

Mayor Yelverton closed the Public Comment Section.

Speaker – Town Engineer Mike McAllister

- **Asset Inventory Assessment (AIA) Study**
 1. Mr. McAllister informed the Board that the AIA Grant Study consisted of a \$150,000 for water and a \$150,000 for sewer, and it involved locating sewer and water lines, surveying, mapping, and a capital improvement plan for both the water and sewer systems. He went on to say that “All of the surveying had been completed, and all I have to do is to compile the information into a report, which would be presented to the Board.”

2. CDBG-CV Grant

Mr. McAllister stated that he had scheduled a meeting for Wednesday, December 18, 2024 at 10am, with Town Administrator Jonathan Allen, and Norwayne Alumni Association President Tony Moore to discuss reducing the cost to build their building, which recently came in way over-budget.

3. Sewer Rehab Grant

Mr. McAllister informed the Board that the bid opening took place last week. He also informed the Board that only one bidder attended the bid opening, and that the project would have to be re-advertised, which he plans to do so during the second week of Jan. 2025. He stated that during the second bidding process, only one bidder is required.

Alderman Tim Howell asked, “How close is the Town of Fremont to being placed on a no-growth moratorium?” Mr. McAllister stated that although the Town has some capacity in its spray field, the City of Goldsboro has to sign a flow acceptance permit because of the contractual relationship that the Town has with Goldsboro. He went on to say that Goldsboro had to approve any type of large construction (i.e. subdivision, large business).

Mr. McAllister also informed the Board that if the City of Goldsboro goes into a moratorium status, the Town of Fremont would be in a moratorium status as well.

Alderman Jackson asked Mr. McAllister if the Town of Eureka were to bypass the Town of Fremont and send their sewage directly to the City of Goldsboro, would it eliminate the Town’s current sewer capacity problem that it is currently facing. Mr. McAllister stated that it would solve the Town’s problem on a short-term basis. Mr. McAllister also stated that in his opinion, and based on what he has seen in other towns, the contract between the Town of Fremont and the City of Goldsboro is the only mechanism that gives Eureka any sewer allocation (capacity), and the capacity that Eureka currently has would be reverted to the Town of Fremont. He recommended that the Town of Fremont would speak with our attorney concerning the Town of Eureka’s capacity.

Alderman Jackson also said to Mr. McAllister: “A State representative informed the Board that the Town’s rate study was approved and was funded by a grant.” He went on to say to Mr. McAllister that the State representative informed the Board that the “hold up” of the rate study was him. Mr. McAllister stated that he agreed that he was the hold up. He went on to say that it would have been a waste of his time to have begun the rate study, due to the fact that Eureka’s new sewer system had been changed from a pressurized system to a gravity feed system.

Alderman Jackson asked Mr. McAllister if he could perform a study that would allow the Board to know how much to charge the Town of Eureka for using its sewer lines and pump stations. Mr. McAllister stated that he would do a study. He went on to say that the main component that would determine the rate is if the Town of Fremont planned to keep and maintain our four current pump stations, (Goldsboro #1, Eureka #1, Eureka #2, & Norwayne). He went on to say that a cost to maintain the lines would have to be included in the study as well. Mr. McAllister informed the Board that if the lines went through the four pump stations, the Town of Fremont

would be able to recover the pump cost, maintenance cost, and any lost revenue. He also stated that he planned to perform several rate scenarios to determine what would be the best and cheapest route for the Town of Fremont.

Alderman Jackson asked if the study could be performed quickly, in order to be prepared for any negotiations. Mr. McAllister stated that he think he could have it completed in a few days.

Alderwoman Artis asked Mr. McAllister if the Town was meeting the milestones of our AIA Study Grant and if the grant was still in effect. Mr. McAllister stated that “Everything is where it is supposed to be.”

Alderwoman Artis also stated that the Town had received several calls from citizens who received utility assistance from the CDBG-CV Grant. She went on to say that some of the recipients were complaining about their utility bills being two to three months past due, and having late penalties applied to their accounts as well. She went on to say that the citizens are informed by the town hall staff to not worry about their bills. Alderwoman Artis expressed her concern about the Town not receiving its reimbursements in a timely manner, and asked Mr. McAllister when the Town should expect payment. Mr. McAllister stated that he had sent a reimbursement request to Commerce last week, and he expects that the Town should receive the funds next week. He went on to say that the hold up on the last reimbursement was due impart to him transposing a number, and a mathematical error made by someone in the NC Commerce accounting department, in which had to be corrected before the reimbursement request could be approved.

Alderwoman Artis stated that Finance Officer Shannon Moats was told by Shycole Simpson-Carter of NC Commerce that if the request for reimbursements were sent in on Thursday, that the Town would receive the funds the following week. Alderwoman Artis asked Mr. McAllister if the Town could expect to receive the reimbursements in a timelier manner going forward. Mr. McAllister responded, “Yes.”

Mayor Pro Tem Ruffin asked Mr. McAllister to explain his previous comment about capacity. Mr. McAllister stated that the capacity that the Town owns, apart from Goldsboro and Eureka, is the capacity that the Town has in its spray field, and it depends on how much it rains and whether or not the Town is able to use the spray field. He went on to say that most of the Town’s spray field is being used up by the Town of Eureka.

Mayor Pro Tem Ruffin asked Mr. McAllister could the Town build a house if it chose to do so. Mr. Allister responded by saying, “Yes, you could build a house. If sewer already exists in front of the house or subdivision that’s being built, it would not need to be permitted.” He went on to say that houses or subdivisions that are using septic tanks could be built as well.

Action

1. Identifying Electoral District for Hidden Hills – Mr. Allen, Town Administrator

Mr. Allen stated that the Wayne County Board of Elections informed him that the recent annexed property, Hidden Hills, needed to be assigned an electoral district. He went on to say that Town Attorney, Brian Pridgen’s recommendation was to place Hidden Hills into

district 4, due to the unoccupied rest home that is currently in that district, but it would totally be the Board's decision to do so.

Mayor Yelverton asked if there was a motion.

Alderman Jackson made a motion to assign the Hidden Hills Subdivision to the District 4 Electoral District. Alderman Howell seconded the motion.

Mayor Yelverton asked for any discussion. Alderman Mooring asked if the Board was opened to future discussions concerning redistricting the whole Town, and if the redistricting would happen before the next election. Mayor Yelverton, Alderman Jackson, and Alderwoman Artis informed Alderman Mooring that redistricting would take place after the 2030 census.

Mayor Yelverton asked for any further discussion. There was none. All were in favor of the motion. The motion passed unanimously.

2. Requiring Deposits Per Address/Account – Alderwoman Joyce Artis

Alderwoman Artis stated while going through the Debt Set Off process, she and Finance Officer Shannon Moats discovered that there were citizens that had acquired utilities at a 2nd address, and who also left the Town without paying their bill(s). She went on to say that the reason that the citizen wasn't charged a deposit for the second address was because they had good credit at the first address with the Town. She also stated that the purpose of a deposit was to defray the cost if a citizen would leave without paying their bill, in which she had recently discovered. She went on to say that she expressed her concern to the finance committee, who felt that we should bring it to the Board for their consideration on the matter.

Alderman Mooring asked if the deposit is applied to the person's last bill if they owe the Town. Finance Officer Shannon Moats stated that the \$450.00 deposit is applied, and it sometimes covers what the citizen owes. She went on to say that it depends on what time of the month that the citizen leaves, and how much that they use. Mrs. Moats also informed the Board that another issue that we have is that some of people do not leave a forwarding address, and the last bill may not get to the customer.

Alderman Jackson asked if his wife had to pay a deposit if he were to pass. Finance Officer Shannon Moats stated that during her time as the Town clerk, she did not require that the spouse pay a deposit to change the name on utility bill. She went on to say that there was not a written policy that supports doing so, and it would be at the discretion of the Board to write a policy to reflect how it should be handled.

Mayor Yelverton asked if there was a motion to require a utility deposit for each address.

Alderman Mooring made a motion that the Town of Fremont would require a utility deposit for each address. Alderman Howell seconded the motion.

Mayor Yelverton asked for any discussion. There was none. All were in favor of

the motion. The motion passed unanimously.

3. Event Chairperson or Representative Coming Before the Board for Permission to Hold Events – Finance Committee Member

Alderman Jackson stated that each event requires police protection, traffic control, public works to close off streets, collect trash, etc. He went on to say that due to lack of communication between the event coordinators and the Town, the finance committee thought it would be necessary to require each event chairperson/representative to come before the Board to explain what would be needed for their event, and to work out the details of the events (i.e. payment of Town Staff). He went on to say that our staff didn't get paid after one of the recent events.

Mayor Yelverton asked if there was a motion.

Mayor Pro Tem Ruffin made a motion stating that a Chairperson/Representative of an organization would have to contact the Town Administrator to obtain the pertinent information for holding an event. Alderman Howell seconded the motion.

Mayor Yelverton asked for any discussion. Alderman Mooring asked if the Town had a current contract that the Town could enter into with the event host, which explains what the event host needs and what the expectations of the Town were (i.e. Public Works, Police Department). Alderwoman Artis stated that we did not have a contract or policy for events. Mr. Allen stated that he was currently working on writing an event policy.

All were in favor of the motion. The motion passed unanimously.

4. Public Works Hours Changed to Same Hours as Town Hall Beginning in January 2025. (Tabled)

5. Fremont Boys and Girls Club Funding Request – Mr. Allen, Town Administrator

Mr. Allen introduced two staff members of the Fremont Boys and Girls Club, who made their presentation to the Board. Mrs. Wooten stated that she had been the director of the Fremont Boys and Girls Club for approximately thirty years. She went on to say that she had seen a lot of children that had benefited from the services of the boys and girls club; some whom have become very successful adults. Mrs. Wooten introduced her CEO, Ms. Maggie, who explained the reason for the funding request from the Town. Ms. Maggie informed the Board that the goal of the boys and girls club is to "Make each child be someone that could be a part of the Town, and to be caring and giving."

Ms. Maggie also informed the Board that Fremont Boys and Girls Club is currently housed in the American Legion Building located at 405 N. Sycamore St., in which is in need of a lot of repairs. She went on to say that within the last week, a new roof had been installed, and a new HVAC System had been installed as well. She stated that the cost of the two projects was well over \$10,000. Ms. Maggie thanked the Town for its financial

assistance in the past, and asked the Town for help in covering \$10,000 of what they had to spend on repairs.

Mayor Yelverton asked if there was a motion to financially support the Boys and Girls Club of Fremont.

Alderman Jackson stated that there was no better organization in the Town, in which to support, and made a motion to give the \$5,000 that was set aside for civic grants to the Fremont Boys and Girls Club. The motion was seconded by Alderman Mooring.

Mayor Yelverton asked for any discussion. There was none.

All were in favor. The motion passed unanimously.

Finance Officer Shannon Moats stated that she, Town Administrator Jonathan Allen, and the Fremont Town Board of Aldermen/Alderwomen would be working on the next year's budget in approximately 2 months and suggested that the Boys and Girls Club would request more money at that time, and the Board may approve their request.

6. GFL Contract – Mr. Jonathan Allen, Town Administrator (Tabled)

Mr. Allen directed each Board member to the Waste Industries/GFL contract that was provided for each Board member. He stated that the Town entered into a 5 year contract with Waste Industries/GFL in January 2019, and the contract was up for renewal on December 30, 2024. He went on to say that the terms of the contract could be renegotiated (i.e. Discontinuation of Recycling, etc.). Mr. Allen also informed the Board that he had not received a new contract from GFL. He went on to say that although the contract was signed on January 30, 2019, the contract is set to renew on December 31, 2024, but changes could still be made and signed at another time.

Alderman Jackson asked if the rates were going to remain the same. Mr. Allen stated that GFL had not informed him of any changes to the contract. Finance Officer Shannon Moats stated that if the Board decided to terminate the recycling, it would save the Town \$2731.00 per month. Town Administrator Jonathan Allen recommended that the Board would not vote on the contract since GFL had not sent a new contract. He went on to say that if the Board wished to do away with recycling, he would ask GFL to draw up a contract based on the discontinuation of recycling.

Mayor Pro tem Ruffin recommended that this action item would be tabled until the January Board meeting.

**7. Budget Amendment #04-2025 – Finance Officer Shannon Moats
Electric Dept. Drug Screening**

Finance Officer Shannon Moats stated that in last year's budget, there was not a line item in the Electric Department for drug screening, therefore no money was put in the budget for this fiscal year. She informed the Board that our lineman was randomly picked to be drug tested, and there was a cost associated with it. She asked to increase the Drug Screening in the electric department by \$41.00 and decrease the electric department's Professional Services by \$41.00.

2013 Dodge Charger

Finance Officer Shannon Moats stated that Chief Moats had previously spoke to the Board about repairing the motor in the 2013 Dodge Charger, in which was approved by the Board. She asked to increase the 2013 Dodge Charger expense by \$7000.00 and decrease the police department's salaries and wages by \$7000.00.

Dues & Subscriptions

Town Administrator Jonathan Allen stated that he would like to join the North Carolina City Manager Association, which would give him the capability to network with other municipalities and counties throughout the State, as well as obtain some additional training. Finance Officer Shannon Moats stated that the total cost for Mr. Allen to join the NCCMA is \$200.00. She stated that there was \$108.00 left in the Dues and Subscriptions budget, and she asked to increase it by \$92.00 and to decrease the Promotion and Recognition line item by \$92.00.

Property Insurance

Finance Officer Shannon Moats stated that the Town's property insurance had increased. She stated that the property insurance line item was \$9138.00 short. She asked to increase the property insurance line item by \$9138.00, and decrease the electric department's departmental supplies and materials by \$9138.00.

She also stated that she had spoken with Town Administrator Jonathan Allen about obtaining a list of everything that the Town is being charged for by our insurance company, in order to determine whether or not we have that piece of property and if it needed to be insured. She went on to say that she spoke with Renee Pulley of Nationwide Insurance, who told her that the reason for the increase was due in part to the increase in property, and being charged unnecessarily. She went on to say that if it could be determined what needs to be insured, and what does not need to be insured, the Town could receive a refund from the \$9138.00 payment. She stated that the longer we wait to obtain that list to give to Nationwide, the less we will receive as a refund.

Mr. Allen stated that the process of determining what the Town owns and what needs to be insured had already begun.

Mayor Yelverton asked if the Town had ever considered shopping around to see if the Town could obtain a better insurance coverage and rate from other insurance companies.

Mrs. Moats stated that until we could obtain an accurate list of what the Town owns, she would not be able to do so.

Alderwoman Artis asked Finance Officer Shannon Moats if she could find out if the Town pays for the Liberty Magazine. She stated that she doesn't read it, and if the other Board members don't read it as well, maybe we could cancel the subscription and save the Town some money.

Mayor Yelverton asked if there was a motion to approve budget amendment #BA-04-2025.

Alderwoman Artis made a motion to approve #BA-04-2025. The motion was seconded by Alderman Mooring.

Mayor Yelverton asked for any discussion. There was none.

All were in favor. The motion passed unanimously.

Old Business:

1. Wall of Honor – Mr. Allen, Town Administrator

Mr. Allen directed the Board to the Wall of Honor information that was provided for each Board member. He went on to say that the Wall of Honor committee would consist of five members; 1 Town Board Member, 1 Historical Society Member, 3 Community Members. Mr. Allen also stated that he wanted the committee's term to be consistent with the term of the Town Board, therefore, he suggested that first Wall of Honor Committee would serve a three year term, and could be reappointed. Mr. Allen asked each Board member to review the forms and to contact him with any questions, concerns, or suggestions. Mr. Allen stated that he would like for this item to be on the agenda for January's Board meeting as an action item.

2. Appraisal of Library and Automotive Shop – Mr. Allen, Town Administrator

Mr. Allen stated that Wayne Realty had already begun the appraisal process of both properties, and should be completed in 30-60 days. He went on to say that Wayne Realty's cost to appraise both, the library and automotive shop was \$1200.00. He also stated that if the Board approved, the appraisal cost could be added into the sale of both properties in order to recoup that cost.

3. Grant Writer – Mr. Allen, Town Administrator

Mr. Allen stated that he had temporally placed the search for a grant writer on hold, because he was under the impression that the hiring of the Town Clerk and Code Enforcement Officer were also placed on hold by the Board due to the uncertainty of the Town's financial responsibility to the City of Goldsboro for the Town of Eureka's unpaid sewer bills. Alderwoman Artis stated that the grant writer's fee would be paid out of the grant, and it would not be a financial burden on the Town. Mr. Allen stated that he would

advertise the grant writer position immediately. Alderman Jackson asked for the status of the hiring a code enforcement officer. Mr. Allen, again, stated that the code enforcement officer, grant writer, and the Town clerk's position were all put on hold due to the uncertainty of the Town's responsibility to the City of Goldsboro for the Town of Eureka's sewer payment. Alderman Jackson asked who placed the positions on hold. Mayor Pro-Tem Ruffin stated that he asked Mr. Allen not to hire a Town Clerk until we knew what the Town of Fremont had to pay to the City of Goldsboro for Eureka's sewer.

Alderman Jackson stated that he had no problem with not hiring a Town Clerk at this time. He went on to say that "When we made our budget, we decided that we wouldn't be financially successful unless we were able to obtain grants." He went to say that we have problems in the Town, and we need a Code Enforcement Officer. He also stated that the Code Enforcement position has been placed on hold for over a year. Alderman Jackson went on to say that he agrees with Mayor Pro tem Ruffin about not hiring a Town Clerk at this time, but he feels that we should hire a Grant Writer and Code Enforcement Officer as soon as possible. Mr. Allen stated that he would immediately advertise both positions.

4. Trimming of Limbs from Power Lines – Mr. Allen, Town Administrator

Mr. Allen stated that Mr. Tom Goff of the Town of Lucama is trying schedule the trimming of the limbs from the power lines for January or February. He went on to say that he had called Mr. Goff before the meeting and he had not returned his call.

Alderman Howell asked if Lucama was going to trim the limbs from the powerlines, and the Fremont Public Works department would pick up the limbs. Mr. Allen stated that was correct.

5. Grading of Street Shoulders – Mr. Allen, Town Administrator

Mr. Allen informed the Board 50% of the grading of the street shoulders had been completed. He went on to say that the person that was hired to grade the street shoulders is in the hospital, and is unable to finish the project. Mr. Allen stated that he is trying obtain other alternatives in order not to fall further behind.

6. Estimates for New Tractor for Public Works – Mr. Allen, Town Administrator

Mr. Allen informed the Board that he was able to obtain a state contract estimate to purchase a John Deere 50in./105 Horse Power 4-Wheel Drive Tractor w/boom for \$156,000 – \$186,000.

Mayor Pro Tem asked how long the estimates were in effect. Mr. Allen stated that the estimates were good for 30 days (January 10, 2025). He informed the Board that the estimates would still be in effect until April 2025.

Alderman Jackson asked Mr. Allen if he had checked the prices on other brand of tractors. Mr. Allen stated that he had not, but he plans to obtain an estimate on a Case Tractor as well.

Alderman Jackson asked about the status of the current Public Works' Case Tractor. Mr. Allen stated that it had been in the shop to be assessed, and the part that was needed to repair the issue would take approximately 30 days to come in.

Alderwoman Artis asked how much would it cost to repair the tractor. Mr. Allen stated that he did not know how much it would cost to repair the tractor, and that he would ask Interim Public Works Director Kenneth Stanley for that information.

7. Information Concerning the Wreaths Across America – Mr. Allen, Town Administrator

Mr. Allen informed the Board that according to the National American Legion Site, the Town of Fremont has an active American Legion Post that has sixteen members that may could assist with placing the wreaths on the cemetery plots of Veterans. He went on to say that he could not contact the group because of incorrect phone numbers that were listed on the site. He went on to say that he would also try to reach out to the Rotary Club as well.

Alderman Jackson suggested contacting the Boys and Girls Club to obtain the correct contact number of the American Legion Post due to the fact that they own the building.

Mr. Allen stated that he had reached out to Tim Biggerstaff, Town Manager of Pikeville concerning the American Legion Post in Pikeville that has a more active club than the club in Fremont. He went on to say that Mr. Biggerstaff informed him that the Town of Pikeville doesn't have anything to do with American Legion Post or their activities, but he does attend the Wreath Across America Ceremony.

8. Information on Discontinuing Recycling – Mr. Allen, Town Administrator

Mr. Allen stated that at the Board's request, he was able to obtain some information about the discontinuation of recycling. He went on to say that a GFL representative informed him that if the Town terminated the recycling program, each customer would save \$4.71 per month, and \$14.15 per customer if an additional garbage bin is needed. He stated that the GFL representative informed him that other towns had discontinued the recycling program, and their customers did not need an additional garbage bin.

Alderman Howell stated that the customers of one of the neighboring towns that had discontinued recycling did not need an additional garbage bin neither. Alderman Jackson asked Mr. Allen if he had reached out to the other trash removal company that they had discussed. Mr. Allen stated that he had made contact with the company, but they had not

returned his call. He went on to say that one of our neighboring towns are being serviced by the company, and are not satisfied with their service.

9. Personnel Policy – Mr. Allen, Town Administrator

Mr. Allen stated that he obtained some feedback from a couple of members of the Board concerning the personnel policy, and was able to send the feedback to Erica Phillips of the MAPS Group. He went on to say that Ms. Phillips informed him that there have been some legal revisions that need to be made since the last time she had sent him a draft of the personnel policy.

Mr. Allen went on to say that, although we have the policies in place that were recommended by the State Auditor, he would make sure that they were put in the personnel policy as well. Mr. Allen informed the Board that once Ms. Phillips makes the revisions, he would provide a draft for each Board member to review.

Alderwoman Artis asked Mr. Allen if we were being charge a flat fee from the MAPS Group for the personnel policy. Mr. Allen stated, “Yes, it is a flat fee, not hourly.”

10. Policies Recommended by the State Audit – Mr. Allen, Town Administrator

Mr. Allen stated that he combined No. 9: “Personnel Policy” and No. 10: “Policies Recommended by the State Audit” because based on the findings in the audit, policies that were recommended by the State Auditor were in place, but were not followed.

Alderwoman Artis asked if the recommendations by the State Auditor were all related to the personnel policy. Mr. Allen stated that there were two personnel policies recommendations that were added to the personnel policy.

11. New Credit Card – Finance Officer Shannon Moats

Finance Officer Shannon Moats stated that she received two new SAM’s Credit Cards. She went to say that four cards were supposed to have been sent, and Town Administrator Jonathan Allen will contact the SAM’s Credit Card Department concerning the two additional credit cards. She went on to say that the advantage of having a credit card with SAM’s is that each time that the credit card is used, the Town would receive cash-back-rewards; unlike the credit card with Southern Bank.

Mayor Pro Tem Ruffin asked when would the Southern Bank Credit Cards be discontinued. Finance Officer Shannon Moats stated that the credit cards with Southern Bank would be terminated after the two additional SAM’s Club Credit Cards are received.

12. Town of Eureka Rates – Mayor Pro Tem Leroy Ruffin

Mayor Pro Tem Ruffin asked Finance Officer Shannon Moats to explain to the Board what it would look like for our budget if we did not collect revenue from the Town of Eureka.

Finance Officer Shannon Moats stated that she was able to put together some calculations that would explain the impact that would be made to our budget if we lost the revenue from the Town of Eureka.

Mrs. Moats stated that the amount of revenue that was budgeted to receive from the Town of Eureka was \$414,656. She went on to say that the Town of Eureka has paid \$88,825, which leaves a balance of \$325,831 that we would not receive.

She also stated that the amount of expense that was budgeted to pay the City of Goldsboro is \$163,070. Mrs. Moats informed the Board that if the Town of Fremont does not receive any more payments from the Town of Eureka, Fremont would have to pay the City of Goldsboro \$150,565, of which \$37,836 is currently owed by the Town of Eureka to the City of Goldsboro. She also stated that during the 4 month termination period and based on Eureka's usage for the last five months, the total amount due would be \$112,729.

Mrs. Moats also informed the Board that if Eureka doesn't pay what they owe us, and we have to pay Goldsboro, we would have to cut the Water & Sewer Fund's budget by \$313,326 for this budget year. She went to say that she reviewed the budget and could not find where it could be cut, and hoped that the Sewer & Water Department would not have to make major repairs to vehicles, or to anything pertaining to water or sewer. She also suggested that we would limit purchases in the sewer and water department as well.

Mrs. Moats stated that the General Fund, nor the Electric Fund doesn't affect the Water or Sewer Fund, because the Water and Sewer's Budget stands on its own. She went on to say "We cannot use Electric money and we cannot use General Fund money, but the Water & Sewer is one fund, so you can move money from the water fund to the sewer fund because they are one." She informed the Board that you can not cross funds.

Finance Officer Shannon Moats stated that she had paid October's Sewer Bill to the City of Goldsboro, and we would owe five months, not the four months. She informed the Board that we should add \$28,000 to \$313,326, which would give a total of \$341,326 that the Town would owe to City of Goldsboro if Eureka does not make any more payments to the Town.

Town Administrator Jonathan Allen informed the Board that he, Mayor Yelverton, Interim Public Works Director Kenneth Stanley, will be meeting with City of Goldsboro,

the Town of Eureka, and Bob Taylor from DEQ at the Goldsboro City Hall on December 18, 2024 @ 3pm. He stated that the main purpose of the meeting is to discuss the first out of the three options that the Town of Eureka gave, which was to be billed directly by the City of Goldsboro and to continue using the Town of Fremont's pump station and sewer to transport their sewage to the City of Goldsboro. He went on to say that the City of Goldsboro's ability to meter the Town of Eureka's sewage would be discussed as well.

Mr. Allen stated that the Town of Eureka's Finance Officer, Alderman Billy Martin informed him that a check, for an unknown amount, was ready to be sent to the Town of Fremont, but it was awaiting a signature from an additional Town of Eureka Board member.

Alderwoman Artis asked if the representatives from the Town of Fremont that would be attending the meeting in Goldsboro on December 18th make a decision on the behalf of the Board. Mayor Yelverton stated, "No, this meeting is for informational purposes only."

Alderman Jackson named six concerns that the Board needs to consider:

1. The Town should be paid rent for the usage of our lines.
2. We should not give away any sewer capacity
3. If the Town does give Eureka permission to use our lines, who would control the pipeline, and would Eureka be able to give permission to anyone one else.
4. Eureka should not make any additions to their sewer system
5. Eureka should pay all the money that they owe the Town of Fremont
6. The Town of Fremont should meter the sewage that comes from the Town of Eureka.

Alderman Jackson went on to say that we should be looking out for the best interest of our citizens.

Reports:

(1) Finance Report – Shannon Moats

Finance Officer Shannon Moats asked the Board for any questions about her finance report that was included in their packets. She went on to inform the Board that the Town earned \$7,743 in interest in our Capital Management General Fund Account.

(2) Billing & Collections Report – Interim Town Clerk Joyce M. Artis

Interim Town Clerk Joyce Artis stated that the Billing and Collections report was included in the Board Packet. She also stated that the Water & Sewer Fund was in the negative because of non-payment from the Town of Eureka and for not receiving the vouchers for those who received utility assistance from the CDBG-CV grant.

(3) Police Reports – Chief Paul Moats

Chief Moats asked the Board if they had any questions concerning his written Monthly Activity Report Summary for November. He went on to say that the Fremont Police Department had a total of 712 calls for service, which includes 911

dispatch calls and officer self-initiated activities. He went to say that 712 calls equals to 24 calls per day, per officer within a 24 hour period.

Erecting of Stop Signs & 4-Way Stop Removal

Chief Moats stated that during the November Board meeting, Alderman Howell requested to remove: the one way sign located on the 100 block of Pine Street, the no right turn sign coming out of the funeral home, and to remove the time restriction sign on Wayne and Pender Streets. Chief Moats went on to say that Town Administrator Jonathan Allen coordinated with both, the Police Department and the Public Works Department and the stop signs have been erected, which allows two-way traffic. He informed the Board that, even with the additional parking on each side of the road, there is enough room for two-way traffic. Chief Moats went on to say that there were no major issues during the Christmas events to report, and he hoped that he would be able to report the same for the rest of the Christmas season.

Accident on Main Street

Mayor Yelverton asked Chief Moats for the process for incidents that happen early in the morning, like the accident that took place last week on Main Street. Chief Moats stated that the accident happened at 4:30am on Sunday morning and normally, due to low call volumes, there is not a Fremont Police officer on duty. He went on to say that the Highway Patrol normally handles the Town's accidents, but due to numerous accidents that occurred in other parts of the county at approximately the same time as the one in Fremont happened, there was not a Highway Patrol Officer available. He went to say that an off-duty Highway Patrol Officer was called in to investigate the accident in Fremont, but he did not report to the scene of the accident until approximately 7:30am. He went on to say that had 911 dispatch informed the Fremont Police Department of the accident, he or Assistant Chief Bottoms would have responded to the accident. Chief Moats informed the Board that the Fremont Police Department did respond to the incident once they came on duty (i.e. photographs and reports). He went on to say the Fremont Fire Department repeatedly asked for an Estimated Time of Arrival from the Highway Patrol, but was unable to obtain one; therefore, they secured the vehicle by using caution tape, and made sure that the disabled vehicle did not oppose a threat to traffic.

(4) Town Updates – Town Administrator Jonathan Allen

Included in the Board packets was the Town Administrator's Update report written by Mr. Allen. Mr. Allen mentioned two items listed in the report. He stated that he had met with the Daffodil committee, and that Chairperson Brenda Paul would be coming before the Board to discuss road closures and other pertinent matters that are related to the Daffodil Festival. Mr. Allen thanked Chief Moats and Assistant Chief Bottoms for attending the meeting and for their input as well.

Mr. Allen thanked all the Board members who helped with and attended the Candy Cane Kids event, the Christmas Tree Lighting and the Christmas Parade. He also thanked the Police Department, Public Works Department, and the Fremont Fire Department for making sure everything went well. Mr. Allen stated that he was very much appreciative of the hard work that Finance Officer Shannon Moats, Billing & Collections Clerk Vanessa Brooks, and Interim Town Clerk Joyce Artis put into each event.

Mr. Allen informed the Board that the follow-up to the Strategic Planning Meeting/Board Retreat had been scheduled for Thursday, January 9, 2025 @ He stated that the purpose of the meeting was to prioritize budgeting goals.

Discussion:

(1) Flushing the Town's Water System – Alderman Wayne Jackson

Alderman Jackson stated that on December 17, 2024, Public Works had filled a tanker with water by using a fire hydrant located in the Hillandale Subdivision, which caused the citizens' water, in the nearby area, to become discolored. Alderman Jackson went on to say that he had asked a member of the public works staff to drain the fire hydrant located at the end of the cul-de-sac in the Hillandale Subdivision, and upon opening the hose, brown sludge came out of it. He went on to say that after the public works staff member tried to bleed the line, additional citizens' water were affected. He also stated that he took a glass of the discolored water from his home to the Town Hall, and after being there for a while, he noticed that a large amount of sludge had settled in the bottom of the glass.

Alderman Jackson went on to say that due to this incident, he felt that the flushing of the Town's Water System should be a high priority because it had not be flushed in several years. He also stated that the Town should advertise before the lines are flushed as well.

Town Administrator Jonathan Allen stated that the East side of the Town was affected by the issue, and that the Town Hall had received numerous calls.

Alderman Howell stated that years ago, the Town had a map of all of the Town's Fire Hydrants, which were separated by colors, and half of were done at a time. He went on to say "It only takes two people. One person opens the hydrant, and fifteen minutes later, someone would come and shut it off." He went on to say that at that time, the lines were flushed once a month.

Information:

- 1.) The Town Hall will be closed December 24-26 in observance of the Christmas Holiday. The Town Hall will be closed on New Year's Day January 1, 2025.

Code Enforcement Officer Applications

Mayor Pro Tem Leroy Ruffin stated that he would like to review the applications for the Code Enforcement Officer, and would like to meet with the personnel committee as soon as possible.

Martin Luther King, Jr. Day

Alderman Jackson stated that the Town should revisit holding an event in the MLK Park in Fremont on January 20, 2025. Mayor Yelverton stated the Christian Fellowship Alliance is sponsoring an event on that day as well.

Motion to Close Regular Session

Mayor Yelverton asked if there was a motion to adjourn the meeting. Mayor Pro tem Ruffin made a motion to adjourn the meeting. The motion was seconded by Alderman Howell.

Mayor Yelverton asked if there were any discussion. There were none.

All were in favor of the motion. The motion passed unanimously.

Eddie Yelverton, Mayor

Joyce M. Artis, Interim Town Clerk

Meeting ended at 8:52pm