



Minutes of the Regular Town of Fremont Meeting April 15, 2025

The regular meeting of the Board of Aldermen/Alderwomen for the Town of Fremont, NC was held at 6:00 p.m. on April 15, 2025. Present were:

Eddie Yelverton, Mayor
Leroy Ruffin, Mayor Pro tem
Oscar Mooring, Alderman
Tim V. 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 Interim Public Works Director Kenneth Stanley, and Town Engineer Mike McAllister.

Quorum Present: Yes

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

Invocation: Town Administrator Jonathan Allen gave the Invocation.

Pledge of Allegiance: Alderman Oscar Mooring led those present in the Pledge of Allegiance.

Approval of Agenda:

Mayor Yelverton asked if there was a motion to accept the agenda.

Mayor Pro Tem Ruffin asked to add to the agenda Action #7 "Filling Holes in Front of Fremont IGA." Mr. Allen asked to add to the agenda Action #8 "Introduction of the Regionalization Memorandum of Understanding (MOU)." Mr. Allen also asked to add "Introduction of New Police Officer" after the Public Hearing.

Mayor Yelverton asked if there was a motion to accept the amended agenda.

Alderman Mooring made a motion to accept the agenda as amended. Alderman Jackson 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 March 17, 2025 Special Called Meeting, March 17, 2025 Closed Session Meeting, and the March 18, 2025 Regular Board Meeting.*

Alderman Jackson made a motion to approve the minutes of the March 17, 2025 Special Called Meeting, March 17, 2025 Closed Session Meeting, and the March 18, 2025 Regular Board Meeting.. Alderman Mooring seconded the motion.

Mayor Yelverton asked for any further 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.

- Cynthia Dickerson, who resides at 304 S. Pine Street Apt. D., Fremont, North Carolina expressed her concerns about the Fremont Cemetery. She stated that she would like for the grass to be cut and weeds trimmed more often. She went on to say that she was told that she would receive a call before the Town mowed the grass and trimmed the weeds in the Fremont Cemetery because she had issues with the personal items on her mother's grave being destroyed or removed.

Ms. Dickerson also stated that in 2024 she had spoken with someone from the Town about the issue as well. She stated that during her most recent visit to the cemetery, she noticed that it was sprayed with weed killer and was not satisfied with the appearance of the cemetery, but thanked the staff for trimming the weeds around the monuments.

Alderwoman Artis stated that approx. six or seven months ago, she had spoken with Ms. Dickerson concerning the issue of the disappearance of her mother's temporary grave marker. She informed the Board that at time, she contacted JB Rhodes Funeral Home who informed her that the temporary grave-markers are ordered as needed, and that they could not guarantee a replacement, much less one with her mother's picture inserted in it.

Mayor Yelverton asked how often was the grass cut in the Fremont Cemetery, and if the American Flag was ordered. Interim Public Works Director Kenneth Stanley stated that the grass is cut on a weekly basis, and that the grass cutting season had recently begun. He went on to say that if there is a threat of a hurricane, the grass would not be cut to hopefully minimize the damage and cleanup. Mr. Stanley stated that flag had been ordered as well.

Alderman Jackson stated that after Ms. Dickerson had brought the issue to his and Mayor Pro tem Ruffin's attention, he visited the cemetery and noticed that there were muddy areas in the pathways, and asked if that issue had been resolved or addressed. Mr. Allen stated that he noticed the issues and planned to address them as well. Mr. Stanley stated that some of the areas had been filled. He also asked if the Board wanted the entire pathway filled with gravel. It was the consensus of the Board to fill the areas that needed to be filled only.

Mayor Yelverton asked if there were any other comments from the public. There were none. Mayor Yelverton then closed the Public Comment Section of the meeting.

Public Hearing

Mayor Yelverton opened the meeting for a public hearing. He stated that the purpose of the public hearing was to hear public comments regarding changes to the ordinance, Section 152: Subdivisions and the Fremont Town Board of Aldermen/Alderwomen to add street lights.

No one from the public came forth to make comments concerning the change to the ordinance. Mayor Yelverton closed the public hearing.

Introduction of New Police Officer – Chief Paul Moats

Chief Moats introduced the Town's new full-time police officer, Kadir Moran to the Board and to those in attendance. He stated that Officer Moran comes to the Town with law enforcement experience, and he was previously a K-9 handler. Chief Moats went on to say that he feels that Officer Moran would be a great asset to the police department, the Town, and the citizens of Fremont. He also stated that Officer Moran was a resident of the Town of Fremont.

Mayor Pro Tem Ruffin asked which police car Officer Moran would be driving. Chief Moats stated that he would be driving the gray unmarked Dodge Charger.

Speakers:

1. Minimum Housing Inspection Fee For New Homes – Jonathan Lee, Lee Builders, Inc.

Mr. Jonathan Lee was not present at the meeting. Town Administrator Jonathan Allen stated that Mr. Lee informed him that he would be present, and had not called to inform him otherwise.

2. Grant Updates – Town Engineer Mike McAllister

Mr. McAllister stated that he was present to update the Board on the Sewer Rehabilitation Grant, the CDBG-CV Grant, Asset Inventory Assessment Grant (AIA), and the Merger Regionalization Feasibility Grant (MRF).

Sewer Rehabilitation Grant

Mr. McAllister informed the Board that the Sewer Rehab Grant Contracts had been signed, and a pre-construction meeting would be scheduled within two weeks. He went on to say that he hoped that the construction would go smoothly, and that he had worked with the construction company, Peters and White of Virginia previously, who, he said, had performed good work.

CDBG-CV Grant

Mr. McAllister stated that he had spoken with Tracey King of Vortex concerning the use of Helical Piers as the foundation for the new building for the Norwayne Alumni Association. He stated that Mr. King had given him some "push back" concerning the use of the Helical Piers. Mr. McAllister also stated that "I gave him another alternative for not using the piers, and he said that it was going to completely bust what money we got

available. So, I'm still waiting on him for a price, and once he does that, we will see if we could get it within budget and move on with it." Mr. McAllister also informed the Board that Mr. King was still working on the quote, but he was slow in doing so.

AIA Water & Sewer Grants

Mr. McAllister informed the Board that all the mapping had been completed. He went on to say that "I think the only thing that we have left to do is to finalize and report on those (Grants)."

Merger MRF Grant

Mr. McAllister informed the Board that the \$50,000 MRF grant is used to charge his time for composing reports, MOU, and all the things that he had been working on that deals with the Town of Eureka.

Storm Water

Mr. McAllister stated that the \$400,000 storm water grant would be used to address some problems areas that the Town has as it relates to storm water. He went on to say that within the next couple of months, he plans to have his surveyors here to locate areas where the Town may be experiencing issues with storm water. He also stated that he plans to discuss the location of the problem areas that needed to be addressed with Interim Public Works Director Kenneth Stanley as well.

Alderman Jackson asked if the right-of-ways would be determined at the time of the mapping of the storm drains, ditches, etc. Mr. McAllister stated that he could search the deeds on the GIS to determine if there are any easements listed.

Alderwoman Artis asked Mr. McAllister what are the other alternatives to use for the foundation of the new building for the Norwayne Alumni Association. Mr. McAllister stated that he had pulled the subservice report and the following two alternatives were given from Tracey King, 1). Helical Piers - Mr. McAllister stated that "It's probably the cleanest and easiest way to do that." 2). Excavated Undercut - Mr. McAllister stated that option entails under cutting the soil until firm soil is reached. He went on to say that, "Although the soil (at the Norwayne Alumni Building) looks solid, it's not; it's very soft." Mr. McAllister went on to say that he did not know whether or not either option could be done with the amount of money that is left available.

Alderwoman Artis also asked Mr. McAllister if the NC Dept. of Commerce had responded to his request concerning the extension of the CDBG-CV Grant. Mr. McAllister stated he had not requested an extension. He went on to say "Until I get a price and know that he could do it, I don't know how much extension to ask for until I know what the timeline is for building it."

Alderwoman Artis stated that she was under the impression that Mr. McAllister had submitted a request for an extension of the CDBG-CV Grant. Mr. McAllister stated that "I asked about an extension to see if it could be done...but I have not gotten a response from Shycole." Mr. McAllister stated that he would try again to obtain a response from

Shycole. He went on to say that “As far as formally requesting one, I really can’t do that until we get the contract sold, and I know what the time length is, because I really hate to go back and ask for another one.”

Mayor Pro Tem Ruffin asked Mr. McAllister how long would the contractor hold his bid. Mr. McAllister stated that the contractor would hold his bid as long as there are negotiations going on between him (the contractor) and the Town. Mayor Pro tem Ruffin stated that he was concerned about the price increase of materials and labor. Mr. McAllister stated “As long as his (the contractor’s) suppliers would hold their prices, I don’t see that being a problem.” He went on to say that escalation clauses had been included in to contracts because of tariffs, especially on electrical equipment that comes from China.

Alderwoman Artis stated that she was concerned that the Town was in jeopardy of losing the CDBG Grant and wanted a clarification of its deadline. Mr. McAllister stated that “I don’t think they have one. As long as it is within a reasonable amount of time. I think that as long as we are negotiating and trying to get this thing moving, because they want to get rid of that money as bad as we want to spend it.”

Mayor Yelverton asked if the Town could get the money for the electronic sign that is to be placed in the Daffodil Park. Mr. McAllister stated, “I don’t see why not. You can take it out of the budget on one end and add it to the facility services (line item), and then ask for a reimbursement.” He went on to say that “It no different than Norwayne replacing the two air conditioner units.”

Mayor Pro Tem Ruffin stated that each time that Mr. McAllister has given an update concerning the CDBG Grant, the Board is informed of a reduction in the size of the building or the elimination of the contents in the building. Mayor Pro Tem Ruffin asked for the amount that was left for the construction of the building. Mr. McAllister stated that approx. \$500,000 was in the CDBG Grant’s Budget earmarked for the construction of the Norwayne Alumni Building. He went on to say that amount included: taking the water and sewer project for Sanctuary Systems that recently closed, some of the working capital, public services, etc. He went on to say that money would be put back into the grant. Mr. McAllister informed the Board that there was a total of \$601,000 left of the \$900,000 grant.

Alderwoman Artis stated that there were some concern about losing the grant and having to pay the money back. She went to say that “From what I understand you to say, there is no possibility of the Town losing the grant as long as we are in negotiations.” Mr. McAllister responded by saying, “You are right. I have not heard any threats from Commerce regarding the Town losing the grant. If there were any possibility of that happening, I’m sure that I would have gotten a letter from Valarie.”

Alderwoman Artis stated that some time ago, Shycole Simpson-Carter of the NC Department of Commerce was concerned about the grant not being properly worked, and was considering recalling the grant. Mr. McAllister responded by saying “That was

before we had put the project out for bid, and they wanted to see if there were some progress being made, and we accomplished that goal once we put it out for bid. I have not heard any complaints about what's going on other than trying to reach a consensus on pricing so that we could go ahead and start building"

Alderman Jackson asked Mr. McAllister what would happen if a consensus was never met. Mr. McAllister responded by saying: "If we could cut the size of the building, we could get into a budget. It's just a matter of coming to an agreement. I want them (Norwayne) to get as much as they can get with the funds that's available." Alderman Jackson also asked how many feet of soil would have to be dug out at the Norwayne Alumni Building. Mr. McAllister stated that according to the subsurface report, approx. four feet of soil would have to be removed.

Alderwoman Artis asked Mr. McAllister if the Town would have to pay the grant back if the grant is not properly worked. Mr. McAllister stated "There is a possibility. There is always a clawback provision in those agreements. Where you normally see clawbacks is where an industry has promised jobs and does not produce them, like Sanctuary Systems, who was a sub recipient, and I need to talk to Shycole about that."

Alderwoman Artis stated "I know that I have asked this several times, but I need to ask again to be sure that we are not in any trouble concerning the CDBG Grant." Mr. McAllister responded by saying, "No, and I will check with Shycole, particularly since Sanctuary has left. I have problems with getting her on the phone."

Mayor Pro Tem Ruffin asked Mr. McAllister if he needed someone from the Town to help with contacting Shycole. Mr. McAllister stated, "No, I know how to get her on the phone. I have a contact there, too."

Alderwoman Artis informed Mr. McAllister that Shycole prefers to communicate via email for the sake of record. Mr. McAllister stated that she had not responded to the last letter that he sent, which addressed the Town's concerns.

Action

1. Extension of the Town of Eureka's Sewer System – Mayor Eddie Yelverton

Mayor Yelverton stated that, at the last Board meeting, the Board voted to terminate the Town of Eureka's Sewer Service on April 23, 2025. He asked for the Board's thoughts on extended their termination date by thirty or sixty days. Alderman Jackson asked for an update on the negotiations with the City of Goldsboro as it concerns the Town of Eureka's sewer. Town Administrator Jonathan Allen stated that he had spoken with City Manager Matt Livingston, who stated that he was going to present an arrangement for the Board to consider before the meeting, but had not.

Alderman Jackson made a motion to extend the termination date of the Town of Eureka's Sewer Service to May 23, 2025. The motion was seconded by Alderman Mooring.

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

2. Special Events Policy - Town Administrator Jonathan Allen

Mr. Allen stated that the information that was highlighted in yellow was the additional information that the Board asked him to include in the policy (i.e. cost and fees). He went on to say that he had obtained some of the information from the surrounding towns and counties.

Alderman Jackson asked if the policy could include the compensation of the Public Works Staff, as he had previously requested. Mr. Allen stated that he would add to the Special Events Policy Section: “6-3. Town Staff: Event Organizer is responsible for compensating Town Staff.” He went on to say that would include the public works staff as well. In addition to Section 6-3, the Board asked Mr. Allen to add a fee schedule to the policy, and to present the corrected Special Events Policy at the May Board meeting.

3. Verizon Access Agreement – Town Administrator Jonathan Allen

Mr. Allen stated that the purpose of the agreement was to give Verizon Wireless access to the property located at the intersection of N. Goldsboro, and Harrell Street in the Town of Fremont to:

1. Review environmental, safety and health conditions.
2. Conduct radio tests, which would include the placement of the radio equipment.
3. Conduct physical, structural and geotechnical testing.
4. Perform boundary and other surveys, which would include the collection and testing of samples of soil, water, building materials and other substances.

Alderman Jackson asked if Town Attorney Brian Pridgen had reviewed the agreement. Town Administrator Allen stated that the Town’s attorney had reviewed the agreement and had made two corrections. Town Administrator Allen also stated that the negotiations of the rental agreement would be discussed after the site testing is approved.

Alderman Jackson also asked if the Town should be notified before companies send contractors in to do work (i.e. the installation of High Speed Cable, etc.). Mr. Allen stated that it would be nice if the Town was given prior notice, but it is hard to identify who they are, and when they are coming to perform work. He went on to say that he was able to identify the company that was currently in Town and has spoken with the onsite supervisor about some issues with their work.

Mayor Yelverton ask if there was a motion to approve the Verizon Access Agreement.

Alderman Jackson made a motion to approve the Verizon Access Agreement. The motion was seconded by Alderman Howell.

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

4. Organizational Chart – Town Administrator Jonathan Allen

Town Administrator Allen stated that he was presenting the Town's Organizational Chart for approval because the chart had not been updated. Alderwoman Artis stated that electrical department staff was also listed in the sewer department and needed to be corrected.

Mayor Yelverton ask if there was a motion to approve the Town of Fremont's Organizational Chart.

Alderman Mooring made a motion to adopt the updated Town of Fremont's Organizational Chart as amended. The motion was seconded by Mayor Pro Tem Ruffin.

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

5. Budget Amendment – BA-08-2025 – Finance Officer Shannon Moats

Finance Officer Shannon Moats stated that, at the last meeting, the Board approved the repaving of the fire department's parking lot. She stated that a budget amendment needed to be approved by the Board in order to move the money, make the changes in the system and to pay for the project. She went on to say that BA-08-2025 shows that \$50,000 would be taken from the fire department's fund balance, and placed into their capital outlay projects line item.

Alderman Jackson asked if the Town had received a bill from Fulford and Jones. Mrs. Moats stated that she had received a purchase order, but because there were issues with the project, she did not feel comfortable with paying the bill when it comes in. She went on to say that, before this project, the fire department had approx. \$140,000 in their fund balance. She expressed her concern about how the fire department would be able to afford the repairs of the parking lot if the concrete begins to crack.

Mr. Allen stated that the area that was paved by Fulford and Jones was holding water, and the matter needed to be corrected before payment was remitted. He went on to say that Fire Chief Jeff Brooks informed him that Fulford and Jones' resolution to solving the problem was to "saw cut" the area that was holding water to hopefully eliminate the ponding. Mr. Allen went on to say that he had instructed Chief Brooks to notify the contractor that the Town demanded an additional warranty as result of the issue. Mr. Allen also stated that he would meet with Chief Brooks to go over the contract and to arrange a meeting with the contractor.

Interim Public Works Director Kenneth Stanley stated that the project had expansion joints throughout the pad, and adding another one would possibly allow the water to run off the pad. He also stated that, for added strength, the concrete should have had rebar wiring in it. He also informed the Board the concrete was mixed on site and then poured. He went on to say that the concrete that is delivered by truck goes through a chemical reaction and gains more strength as it is mixed and transported.

Mayor Pro Tem Ruffin stated that a saw cut would not correct the issue, and believed that other measures should be taken to resolve the issue. Alderman Howell stated that the Town should have received a finished product without the issue of ponding water.

Alderman Jackson suggested that the Board should defer action on the budget amendment until the May 20th Board meeting. All agreed.

6. Hosting Through Logics – Finance Officer Shannon Moats

Mrs. Moats stated that due to the age of the Town's computers, software, and system the Town was in jeopardy of not being able to conduct business (i.e. taking payments, conducting payroll, etc.). She informed the Board that Logics could host all of the Town's financials, cash collections, payroll, etc. for \$4900 per year. She went on to say that if the Town's current sever was to go down, the Town would still be able to conduct business if the Board chose to enter into a contract with logics. Mrs. Moats also stated that the sales representative with logics informed her that if the Town was ready to purchase immediately, payment could be paid in increments or in full by July 1, 2026

Mayor Yelverton asked if there was a motion on this action item.

Alderman Artis made a motion to enter in contract with Logics to host the Town's computer system. The motion was seconded by Alderman Howell.

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

7. Filling Holes in Front of Fremont IGA – Mayor Pro Tem Leroy Ruffin

Mayor Pro Tem Ruffin stated that he had previously spoken with Town Administrator Jonathan Allen about filling the holes in front of the Fremont IGA Grocery Store. He went on to say that the area was very watery and muddy. He stated that the holes were still there and asked if he had to obtain approval from the Board or could he ask the Town Administrator to preform small projects. Alderman Howell stated that he believed that a Board member could ask the Town Administrator to carry out small jobs, but if it needed a Board action, it should come before the Board.

Mayor Pro Tem Ruffin stated that "The owners of the Fremont IGA spent a lot of money to make sure that the Town had a grocery store, and making sure that the front of the store is maintained is the least the Town could do to let them know that we are doing our part." He went on to say that the catch basin at the corner of Goldsboro St. and Wayne St. was low, and the grate could be raised by, "laying one course of brick around it so that the water would drain." Mayor Pro Tem Ruffin also offered his assistance in doing so.

Alderman Jackson suggested installing a load of gravel across the street from the store. He went on to say that he agreed with Mayor Tem Ruffin, concerning the Town showing its appreciation for the opening of a grocery store in the Town. Alderman Howell stated that, years ago, the public works department made sure that the area across the street from the grocery store was maintained.

Alderman Mooring asked for a status of the cross-walk that was to be installed in front of the grocery store. Mr. Allen stated that he was working on coordinating schedules with the business owners during the warmer weather.

Mayor Yelverton stated that the primary use of the cross-walk and yield signs was to hopefully slow down the traffic in front of the grocery store.

8. Introduction to Regionalization MOU – Mayor Eddie Yelverton

Mayor Yelverton stated that during the last week's meeting that was held at Wayne Community College, it was discussed that there was a need to form a regionalization committee to obtain information concerning a regionalization that would be controlled by Wayne County or the City of Goldsboro. He went on to say that the committee would not approve the regionalization. He informed the Board that the committee would be comprised of three people (one elected official & two staff members) from Fremont, Goldsboro, Mt. Olive, Pikeville, Eureka, and Wayne County. Mayor Yelverton informed the Board that one person from the three chosen people was also asked to sit on the executive committee. He went on to say that the following people from the Town of Fremont were chosen:

1. Alderman Jackson – Elected Official and Executive Committee
2. Town Administrator Jonathan Allen – Staff
3. Finance Officer Shannon Moats – Staff

Mayor Yelverton stated that the members of the executive committee were:

1. Fremont – Wayne Jackson
2. Goldsboro – Chris Boyette, Vice Chairman
3. Eureka – Billy Martin
4. Pikeville – Tim Biggerstaff
5. Mt. Olive – Barbara Kornegay
6. Wayne County – Chris Gurley, Chairman

Alderman Jackson stated that anyone could attend the meeting, but would not have the right to vote. He went on to say that if the Board did not agree with the ones chosen to represent the Board, he was opened to changes. Alderman Jackson also stated that if the Board agreed for him to represent the Town, he was opened for suggestions as well.

Alderwoman Artis stated the Board had not the chance to read the MOU and believes that the Board should do so before it votes on the matter. All agreed.

Reports:

(1) Finance Report – Shannon Moats

Finance Officer Shannon Moats asked the Board if they had any questions about her finance report, which was included in their packets. Mrs. Moats directed the Board to the Cash Trending Report, and stated that there were approx. \$150,000 more in the General Investment Account in March than it was last month. She went on to say that she had transferred \$150,000 from the checking account at Southern Bank into the Capital Management General Investment Account, and that the interest earned for

March was \$7,859.70, which was more than the approx. \$6,600.00 that was earned in February.

Mrs. Moats stated that the bank reconciliations for March had not been completed before she ran the check listing report, which is why the status of the checks is listed as outstanding. She went on to say that the bank reconciliations for March was completed on April 15, 2025, and that all the bank reconciliations are up-to-date.

Mrs. Moats also informed the Board that she had submitted the proposed preliminary budget to the LGC on Friday, April 11, 2025, which was submitted by the date requested by the LGC.

Mrs. Moats went on to say that due to the fact that the Town is on the LGC's Unit Assistance List (UAL), she had to complete and submit a nine month budget to actual report. She stated that the LGC's target for the Town is to not be over 83% in our expenses, and to not be under 67% in our revenues. Mrs. Moats went on to say that "We have met those goals." She reported the status for each fund as of March 30, 2025:

- General fund Expenses 62% Revenue 78%.
- Water & Sewer Fund Expenses 62% Revenue 87%
- Electric Fund Expenses 61% Revenue 78%

Mrs. Moats asked if the identification of the company that is possibly using our water tower as a service was known. Alderman Howell stated that he would try to obtain the company's name.

Mrs. Moats stated that, according to the current organizational chart, Mr. Pittman is listed as the department head of both the sanitation and street departments. She went on to say that to her knowledge, Mr. Pittman had only been over the street department, and she asked the Board if his pay should be increased if he is left in that position. She stated that if the Board wished to promote Mr. Pittman, his increase in salary could be included in the Fiscal Year 25-26 budget. Alderman Howell stated that he would like for the entire public works department to be evaluated. Interim Public Works Director Kenneth Stanley stated that the three highest paid public works staff members do not need a raise in salary, but the others do.

Fire Department Salaries

Mrs. Moats informed the Board that she was very concerned about the fire department's budget. She went on to say that the department is constantly overspending. She also stated that she and Mr. Allen spoke with Chief Brooks and Treasurer/Secretary Gene Howell concerning the issue as well, and it had not seemed to have gotten any better. She stated that as she was in the process of completing payroll, she noticed that Chief Brooks had submitted a time sheet to be paid for 67.5 hours, which was twice the amount of hours that he is usually paid. She stated after she had checked the fire department salaries, she informed Mr. Allen of her inability to pay the salaries for the fire department.

Mr. Allen stated that he had contacted Chief Brooks about the issue, and he informed him that he was on site during the installation of the concrete at the fire department. Mr. Allen went on to say that Chief Brooks submitted a time sheet that showed that 30 of the 40 hours of the first week of the pay period was outside of his regular time, and the he worked two 10 hour days during the second week of the pay period. He went on to say that Secretary Gene Howell submitted a time sheet for regular hours worked.

Mr. Allen stated that he informed Chief Brooks that \$788 was in the fire department's budget for salaries and if the hours submitted was paid, there would only be \$69.73 left for the remaining of the year for salaries. He went on to say that he informed Chief Brooks that there were no other line items in which the money for salaries could be taken, and fund balance could not be used to pay salaries.

Mr. Moats stated that there were 2 ½ months left in the current fiscal year, and she was concerned of how to pay the fire departments salaries. She went on to say that if the fire department was doing well with their budget, there would be a possibility of moving money from one line item to another. She informed the Board that during the current budget year, she has presented a total of 8 budget amendments, of which 5 were for the fire department because they went over budget in several line items. She also stated that the budget to actual that was included in the Board agenda packets, shows that they are over budget in two additional line items. She went on to say that she would present those budget amendments to the Board during its May meeting.

She informed that Board that she gives the fire department their budget to actuals every month in preparation of their fire department meetings. Mrs. Moats went on to say that she was concerned about them having information, which informs them of the current status of their budget, but they are constantly going over budget. She also stated that she informed both Chief Brooks and Sec. Howell that she, by law, could not pay for purchases that are not budgeted. Ms. Moats also informed the Board that Gene Howell said that he was not aware of the motion that the Board made, which was for the fire department to submit the bank statement of their separate bank account to the town administrator and the finance officer. She stated that she informed Secretary Howell that she was directed by the Board to ask for the statement, and that she was now in possession of the fire department's bank statement. She asked what to do with the statement after she receives it. It was the consensus of the Board to be informed of the balance of the fire department's separate bank account on a quarterly basis.

Alderwoman Artis asked if the fire department could pay themselves out of their separate account until the Board could look into the matter. Mrs. Moats stated that the fire department could do as it pleases. She asked for the direction from the Board as to which line item to take the salaries, and stated that she was concerned that doing so would not be a good idea because of the uncertainty of the use of the money left in the department's budget.

Alderman Jackson stated for tax reasons, he was concerned about paying salaries out of the fire department's separate account.

Mr. Allen asked the Board if Chief Brooks should come before the Board before paying for anything that the fire department has gone over budget (i.e. purchases, salaries). It was the consensus of the Board to have Chief Brooks come before the Board before the Finance Officer Moats pays for anything that the fire department has gone over budget.

Mr. Allen stated that he was researching the possibility of paying a stipend to the paid fire department staff. He went on to say that, in doing so, it would help them stay within budget in that line item.

(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 each Board Packet. She stated that out of the \$58,092.83 sewer bill for the Town of Eureka, they have paid \$15,000. She went on to say that, due to some water leaks, there were some adjustments made to customers account in the amount of \$1,310.96, and that the Town had collected \$125.00 from Debt Set Off. She also reported that there were 3 utility connections, 8 transfers, and 2 disconnections during the month of March.

(3) Police Dept. Report – Chief Paul Moats

Chief Moats reported that during the month of March, the Fremont Police Department received 88 calls for service. He went on to say that there was one misdemeanor and one felony arrest, three traffic stops, and the department issued two verbal warnings. He also stated that the Fremont Police Department conducted: 87 area checks, 460 business checks, 28 business escorts, and 6 welfare checks. He went on to say that the Fremont Police Department completed 64 hours of in-service training, 28 community hours and had a total of 663 calls for service, which included 911 dispatch calls and officer self-initiated activities. Chief Moats also informed the Board that the police department had written sixteen reports, and had assisted with one car wreck in the month of March, and 9 reports were filed as well. He went on to say that in the month of March the police department issued one citation, assisted the Town of Pikeville 9 times, the Wayne County Sherriff Department 5 times, the NC State Highway Patrol Office 1 time, one other law enforcement agency 1 time, and addressed four animal complaints. Chief Moats informed the Board that one letter was mailed concerning debris, and one letter was sent for abatement of property.

Mayor Yelverton stated that there had been a lot of conversation on social media concerning the Fremont Post Office locking its doors after business hours, and asked Chief Moats to give an update concerning it. Chief Moats stated that the police department and Post Master Peter Johnson had been working together to solve an issue of a homeless person that had been living in the post office. He went on to say that the person was not a threat to the community and there had not been any reports of the person assaulting anyone. Chief Moats went on to say that in the interim, the post office would lock its doors after they close until a resolution is found. Chief

Moats informed the Board that due to the person's mental status and especially because the person is no threat to himself or others, he is released after trespass charges are filed.

Alderman Jackson asked if the Department of Social Services had been called to obtain help for the person in question. Chief Moats stated that Assistant Police Chief Greg Bottoms was awaiting a call from a social worker at the Department of Human Services. Chief Moats also stated that he and his officers are all trained in Crisis Intervention, and that they try to obtain resources that would render aid in cases such as this, but sometimes the resources are not available.

Mayor Yelverton stated that he would contact WAGES concerning the issue as well.

(4) Public Works Report – Interim Public Works Director Kenneth Stanley **Reclosers**

Mr. Stanley informed the Board that the two reclosers, one new, and one rebuilt, had been replaced. He went on to say that the spare recloser would be sent off to be repaired as well.

Hotspot

Mr. Stanley stated that he was informed by Lineman Jeff Barnes that there was a hotspot on one of the regulators, which was included in the Thermal Imaging report. Alderman Howell stated that repairing of the regulator was a high priority, and suggested that it should be done on Friday, when Ray Bostic was scheduled to work. He went on to say that the repair entails: cleaning, greasing, and the tightening of the screws of the regulator, and then placing it back online.

Trimming of Tree Limbs

Mr. Stanley informed the Board that, because of the Easter Holiday, the Town of Lucama would not trim the tree limbs on Friday, April 18, 2025. Alderman Jackson asked how much trimming needed to be completed. Mr. Stanley stated that was a lot more that needed to be done, and it would take several more Fridays before the project would be completed. Alderwoman Artis asked if the Town had received an invoice from the Town of Lucama for the trimming of the Limbs that had already been done. Mr. Allen stated that he was informed by the Town of Lucama, on April 14, 2025, that an invoice would be sent to him within a few days.

Parts for Lift Station Repair

Mr. Stanley reported that he was still waiting for parts to repair the Eureka Lift Station.

Spray Field

Mr. Stanley informed the Board that he was having constant problems with two zones in the spray field. He went on to say that the flushing of the water lines has started. He also stated that on April 1, 2025, the sewer department started spraying full-time. He went on to say that in the last two days, they were able to spray for thirty hours.

Leaf Truck

Mr. Stanley informed the Board that he had received an estimate for the installation of a new box for the leaf truck for approx. \$12,500. He stated that he was informed that the current metal on the truck was in poor condition and would have to start over with new metal. He went on to say that the quote included using the truck's current back doors, and did not include the painting of the metal, which would be an additional \$2,600. He informed the Board that, in lieu of paying for the metal to be painted, the public works department could do so.

Mr. Allen stated that he and Mr. Stanley had discussed the quote, and also the need of obtaining additional quotes as well. Mr. Stanley stated that he welcomed suggestions from the Board concerning additional welders. Alderman Howell stated that he would provide the contact information concerning a possible experienced welder.

Grapple Truck

Mr. Stanley informed the Board that the Grapple Truck was back in service, and he hoped that everything would be caught up by the end of the week.

Public Works Shop Roof

Mr. Stanley stated that for approx. \$600, the roof of the public works shop had been patched. He went on to say that roof of the shelter at the lagoon had not been repaired/painted, and the contractor would bill the Town for both jobs at the same time.

'96 F-150 Ford Truck

Mr. Stanley stated that he had not heard anything from the person that was interested in the 1996 Ford F-150 truck. He went on to say that he hopes to hear from him soon.

Barbara Byron

Mr. Stanley informed the Board that the sewer issues that Mrs. Byron was experiencing had been resolved.

(5) Town Update Report – Town Administrator Jonathan Allen

Mr. Allen provided a written report to the Board, and directed the Board to the following:

Personnel Policy

Mr. Allen stated that he had met with the personnel committee to review the personnel policy. He went on to say that he had not received any feedback concerning any additions or deletions to the policy. He went on to say that he planned to wait a few days before sending the policy to Erica Phillips of the MAPS Group, in order to give the committee more time to review the policy. He stated that Ms. Phillips would present the personnel policy during the May Board meeting.

Water System Flushing

Alderman Howell asked how was the flushing of the Town's water system being accomplished. Mr. Stanley stated that Water Department Supervisor Josh Pulley was dividing the Town into 1/3. He went on to say that for the last ten days, Mr. Pulley has

flushed the hydrants on 222 N, East of Hwy 117. He informed the Board that during the next ten days, the hydrants on 222 S, East of Hwy 117 would be flushed, and then Mr. Pulley plans to flush the hydrants on the west side of Hwy 117, within a ten day period.

Alderman Jackson asked if Mr. Pulley was documenting the issues that are found during the flushing of the hydrants. Mr. Stanley stated the he hopes that Mr. Pulley is doing so.

Mr. Stanley informed the Board that some of the hydrants are old and may not have valves. He went on to say that there are four valves that could be used to shut the water off in Town.

Paving of Street Cuts on Vance & Norwayne Alumni Way

Mr. Allen stated that all, but one cut had been paved. He went on to say that the first cut that Jonathan Lee made, which was on Norwayne Alumni Way had not been paved.

Mayor Pro Tem Ruffin stated that the ones that Jonathan Lee paved on Vance Street are approx. two inches low. Mr. Allen stated that he had reached out to Mr. Lee concerning the issues and not heard from him. He stated that he had informed Mr. Lee that until the issues are resolved, no further permits would be issued to him to construct any more homes in the Town of Fremont.

Old Business:

1. Contacting the County about Grant Writer – Mr. Allen, Town Administrator

Mr. Allen stated that he had reached out to the county clerk about the county grant writer. He informed the Board that he was told that we could not use the county grant writer, but would call him back with a more definite response.

Alderman Jackson asked Mr. Allen if he reached out to David Bone of ECCOG. Mr. Allen stated that he did contact Mr. Bone about his organization writing a grant for the Town. He stated that Mr. Bone informed him that he could write a grant for the Town as an outsource project, and the expense for writing the grant could be included into the grant.

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

*Please see the Public Works Report section

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

Mr. Allen stated that Mr. Julian Nelms' family had not come in to meet with him, and he planned to give them some time to grieve the loss of Mr. Nelms and Mrs. Polly Whitley before he reaches out to them about the use of Mr. Nelms' equipment to grade the street shoulders. Mayor Yelverton asked Alderman Jackson if he could speak with the son of Mr. Nelms concerning the Town's use of his father's equipment. Alderman Jackson agreed to do so.

4. Benefit Package for New Employees & Personnel Policy – Town Administrator Jonathan Allen

Mr. Allen stated he was still working on compiling the information needed to present to the Board about the benefit package, and would hopefully have it ready soon. He also stated that Erica Phillips would be present the proposed personnel policy during the May Board meeting.

5. Flushing of the Town’s Water System – Mr. Allen, Town Administrator

*Please see the Public Works Report section

6. Public Works Director Position – Town Administrator Jonathan Allen

Mr. Allen stated that the Town had received approx. five applications for the public works position. He went on to say that he would be contacting the personnel committee for a meeting to review the applications.

7. Hiring a Contractor to Install and Cover Water & Sewer Taps – Town Administrator Jonathan Allen

Mr. Allen stated that he and Mr. Stanley had discussed adding to the Town’s Fee schedule the cost of installation of the taps plus 10%. He went on to say the Town would schedule the installation, and it would be charged to the contractor.

Mayor Pro Tem Ruffin stated that the percentage should be higher than 10%. It was the consensus of the Board that the percentage should be set at 25%

Discussion:

1. Date for Viewing the Documentary: “All the Queens Horses” – Alderwoman Artis

Alderwoman Artis stated that she felt that it would be in the best interest for the Board to see the “All the Queens Horses.” She stated that it shows what could happen if the finances of the Town is not properly managed by the Board. The Board agreed to meet on Monday, May 5, 2025 @ 11am to view the documentary.

2. Date for the State the Town Address – Alderwoman Artis

Alderwoman Artis stated that it was time to start planning for the State of the Town Address. She also stated that the last State of the Town Address was held during the 2nd week in August. It was the consensus of the Board to confirm the date of the next State of the Town Address during the May 20th Board meeting.

3. Paving Cuts for New Subdivision – Alderman Wayne Jackson

Alderman Jackson stated that he and Mayor Pro Tem Ruffin toured the Town with staff from the Department of Transportation. He went on to say that one of the staff members informed them that it would be in the best interest of the Town to adopt the DOT’s Regulations concerning subdivisions. He went on to say that by doing so, it would demand that a contractor that makes a cut in the Town’s roadways would have to pave 25 feet on each side of the cut. He recommended that it would be placed in the Town’s Subdivision Ordinance.

The Board asked Mr. Allen to research the DOT Regulations and to present his findings at the May Board meeting. Mayor Yelverton asked if the Planning and Adjustment Board would have to review the regulations before it the Town Board adopts it. Alderman Jackson stated that it would have to go to the Planning Board for a recommendation.

4. Disinterment/Exhumation – Alderwoman Joyce Artis

Alderwoman Artis stated that she was informed by Billing and Collections Clerk Vanessa Brooks that in January 2025, 3 bodies were moved from the Elmwood Cemetery. She went on to say that, at the time, she was not informed and neither was Town Administrator Jonathan Allen. She stated that the current ordinance states that the “Town” is to be notified. She stated that the ordinance should specifically state the Town Administrator should be informed. She stated that this was a serious matter, and any staff member should not have the authority or knowledge of a body to be exhumed. Alderwoman Artis suggested that the Town should require that a disinterment permit should be completed by the funeral home, and it should be signed the Town Administrator. She went on to say that she would present a proposed disinterment permit for the Board to review during the May Board meeting.

It was the consensus of the Board for the Town Administrator to sign each disinterment permit before a body is exhumed.

Information:

1.) April is Autism Acceptance Month – Alderwoman Joyce Artis

Alderwoman Artis stated that Autism Acceptance Month is celebrated in April of each year. She referred the Board to the information concerning Autism Acceptance Month that was included in each Board packet.

2.) A Call to Prayer – Town Administrator Jonathan Allen – April 29, 2025 12pm-2pm

3.) National Day of Prayer – Thursday, May 1, 2025 @ 6pm at the Daffodil Park

Closing Prayer

Alderwoman Artis gave the closing prayer.

Motion to Close Open Session

Mayor Yelverton asked for a motion to close the regular session.

Alderman Howell made a motion to close regular session. The motion was seconded by Alderman Mooring.

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

Eddie Yelverton, Mayor

Joyce M. Artis, Interim Town Clerk

Meeting ended at 9:45 pm