



Minutes of Special Called Meeting

September 4, 2025

The Special Called Meeting of the Board of Aldermen/Alderwomen for the Town of Fremont, NC was held on Tuesday, September 4, 2025 at 10am. Present were:

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

Absent: Tim V. Howell, Alderman

Also in attendance was: Town Engineer Mike McAlister and Town Attorney Brian Pridgen.

Quorum Present: Yes

Call to Order

Call to Order: Mayor Yelverton called the meeting to order at 10am

Invocation: Mayor Yelverton gave the Invocation.

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

Approval of Agenda:

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

Alderwoman Artis asked to add Action #9 "Public Works Hours of Operation" Mayor Pro Tem Ruffin asked to add Discussion Item # 7 "Solar Panels" and Town Attorney Brian Pridgen asked to go into closed session for legal advice.

Mayor Yelverton asked for a motion to approve the agenda.

Mayor Pro Tem Ruffin made a motion to approve the amended agenda. Alderman Mooring seconded the motion.

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

Public Comments

Mayor Yelverton opened the meeting for public comments. There were none.

Mayor Yelverton closed the public comment section.

Public Hearing(s): Mayor Yelverton opened the Public Hearing section of the meeting.

1. CDBG –CV #20-V-3533 Request for Additional Funding

Mayor Yelverton stated that the purpose of this public hearing was to hear comments from the public concerning the additional funds needed from the NC Department of Commerce to construct a new building/addition for the Norwayne Alumni Association in Fremont, NC.

Sharon Gitlan, who resides at 408 S. Vance Street, asked for an explanation of the Norwayne Association. Alderwoman Artis stated that the Norwayne Alumni Association was comprised of several high school classes of Norwayne High School, which was a predominately African American High School, and the classes of Charles B. Aycock. She went on to say that the association was well known for awarding scholarships to students all over the world. Alderwoman Artis also stated that the Association sponsors a food bank on the 3rd Tuesdays of each month.

Mayor Yelverton stated that the Norwayne Alumni Association's celebration is held each year during the Labor Day weekend.

Town Engineer Mike McAllister stated that the \$900,000 CDBG-CV Grant was initially awarded to the Town in 2020. He informed the Board that after achieving the environmental requirements of Housing and Urban Development, also known as HUD, the project went over-budget, and therefore, more money was needed to construct the building for the Norwayne Association.

Mr. McAllister informed the Board that the Rural Economic Development Division of the Department of Commerce was willing to give additional funding for the grant

Mr. McAllister provided a Capital Project Ordinance, CDBG-CV No. 20-V-3533 for the Boards Approval. He also informed the Board that the building would be constructed as it was originally designed, and would include the commercial amenities.

Alderwoman Artis asked if the Town's electronic sign could be pulled from the grant and installed in the Daffodil Park. Mr. McAllister advised against pulling the sign from the grant because the Town would have to pay for the installation of the sign. He went on to say that if the Town would leave the sign in the grant, the contractor would install the sign and the cost would come out of the grant.

Alderman Mooring asked if the installation of the Town's electronic double-sided sign could be made a high priority. Mr. McAllister stated that he would make sure that it would be.

Mayor Yelverton closed the CDBG-CV #20-V3533 request for additional funding public hearing

2. Parking of Large Vehicles on Side Streets

Mayor Yelverton stated that the purpose of this public hearing was to hear comments from the public concerning the Fremont Board approving changes to the ordinance: Chapter 72: Parking Regulations (To prohibit the Parking of Large Vehicles on the Town's Side Streets).

Brenda Griffin, who resides at 407 Lee Street, asked if the ordinance would address the large pickup trucks that protrude beyond the designated parking spaces.

Alderman Mooring stated that the purposed ordinance pertained vehicles that are:

- Greater than 10,000 pounds
- More than 23 feet long
- More than 8ft tall
- Etc.

Mayor Yelverton asked for additional comments concerning the Parking of Large Vehicles on Side Streets public hearing. There were none. The public hearing was closed by Mayor Yelverton.

3. Vacant Building Registration Permit

Mayor Yelverton stated that the purpose of this public hearing was to hear comments from the public concerning the Fremont Town Board adding Vacant Building Registration Permit to Chapter 151: Minimum Housing Standards (Abandoned Structures).

Shelitha Smith, who resides at 708 S. Goldsboro Street, Fremont, NC, asked for an explanation concerning abandoned structures. Alderwoman Artis stated that the purposed ordinance would address the abandonment of private and commercial properties. She went on to say that, if approved, the owners of an abandoned structure would be demanded to register their property with the Town, and would have to renew their registration annually. She also stated that the purposes for the ordinance was to hopefully, deter property owners from abandoning their homes/buildings, and to hopefully, spur them to improve their property as well.

Mayor Yelverton asked for additional comments concerning the Vacant Building Registration. There were none. The public hearing was closed by Mayor Yelverton.

Action:

1. The Adoption of Capital Project Ordinance, Fremont NC CDBG-CV No. 20-V-3533 Community Assistance Program

Mayor Yelverton asked if there was a motion to approve this agenda item.

Alderman Jackson made a motion to approve the Capital Project Ordinance, Fremont NC CDBG-CV No. 20-V-3533 Community Assistance Program. The motion was seconded by Mayor Pro Tem Ruffin.

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

2. The Awarding of the Norwayne Alumni Association Building Project to Vortex Construction Co. LLC for \$936,000, contingent upon funds being available from the CDBG-CV Grant – Mayor Eddie Yelverton

Mayor Yelverton asked if there was a motion to approve this agenda item.

Alderman Jackson made a motion to award the Norwayne Alumni Building Project to Vortex Construction Co. LLC for \$936,000, contingent upon funds being available from the CDBG-CV Grant. The motion was seconded by Alderman Mooring.

Mayor Yelverton asked for any discussion.

Alderwoman Artis asked when the money for the project had to be awarded, and when did the contractor have to have the project completed. Town Engineer Mike McAllister stated that the money had to be obligated by November 2025, and the construction had to be completed by March 2026.

Mayor Yelverton asked if the contractor was of aware of the deadline. Mr. McAllister stated that the contractor was aware.

Mayor Pro Tem Ruffin asked Mr. McAllister if the contractor informed him that he would be completed by March 2026. Mr. McAllister stated that “He will. The main thing is getting the material, and we need to try to expend the funds. I think that they will give us a little bit of grace, but not much.”

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

3. The Appointment of an Interim Zoning Officer

Alderwoman Artis stated that due to the fact that the Town is without a town administrator, the Board needed to appoint an interim Zoning Officer.

Alderwoman Artis made a motion to appoint Alderman Oscar Mooring as the Interim Zoning Officer. The motion was seconded by Alderman Jackson.

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

4. The Adding of Wording to Ordinance Chapter 72, prohibiting the parking of large vehicles on the Town’s side streets

Alderman Mooring made a motion to approve the purposed ordinance as presented. The motion was seconded by Alderwoman Shelia Reid.

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

5. The Adding of Vacant Building Registration Permit to Chapter 151: Minimum Housing Standards (Abandoned Structures) – Alderwoman Joyce Artis

After much discussion, and at the request of Town Attorney Pridgen this action item was tabled. Mr. Pridgen stated that he and Alderwoman Artis would work together to address the concerns of the Board (i.e. fees, requirements)

Mr. Pridgen stated that an additional Public Hearing would not be needed to hear public comments on the subject matter.

6. New Utility Bills Due & Cut Off Dates – Alderwoman Joyce Artis

Alderwoman Artis stated that to help eliminate high amounts of cuts-offs, and to have a constant due date, the office staff discussed and created a new utility bill calendar. She informed the Board that approx. 40 people were disconnected in August and she hoped that the new due date would solve the issue.

She said went on to say that, if approved, the staff suggested that the new utility billing calendar would begin in October 20, 2025.

Attorney Pridgen agreed with having a fixed due date, verses a floating due date, but suggested starting the new billing due date in January, 2026, which would give the citizens a 4-month advanced notice.

Alderman Jackson stated that he was concerned that utility bills would be delayed by the postal service, and would cause some citizens to be late paying their bills.

Alderwoman Reid expressed her concern about those who received their pay during the middle of the month. She stated that the new utility bill date could cause more people to pay late or to have their utilities disconnected.

After much discussion, Alderwoman Artis made a motion to implement the new utility bill due calendar on January 1, 2026, and that the bills would be due on the 3rd Monday of each month. The motion was seconded by Alderwoman Reid.

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

7. Personnel Policy Amendment – Alderwoman Joyce Artis

Alderwoman Artis stated that the Town's current personnel policy stated that any amount of time worked over 24 hours must be paid out in comp time, at time and a half. She asked if the Board wanted to keep or take out the wording in the current personnel policy. She went on to say that Finance Officer Shannon Moats had informed her that there was approx. \$15,000 in comp that the Town did not have in its budget. She went on to say that Mrs. Moats had already discussed the issue with Mayor Pro tem Ruffin, Alderman Mooring, and Alderman Jackson during their committee meeting.

Mayor Pro Tem Ruffin stated that the Town needed to hire additional staff to prevent our current staff from accruing comp time/overtime. Mayor Yelverton agreed and stated that each department should be “more aggressive its hiring practices.”

8. Purchase of Fire Hydrants – Mayor Pro Tem Ruffin

Mayor Pro Tem Ruffin asked how many spare fire hydrants the Town had. Interim Public Works Director Kenneth Stanley stated that the Town had one spare fire hydrant available.

Mayor Pro Tem Ruffin made a motion to purchase 4 additional fire hydrants with quick connects for approximately \$3700.00 each.

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

9. Public Works Hours of Operation – Interim Public Works Director Stanley

Mr. Stanley stated that the public works department appreciated the Board for allowing them to start work at 6am during the summer months. He went on to say that due to the fact that it is still dark at 6 am, he would like for the public works staff to start work at 7am, and work until 4pm beginning Tuesday, September 9, 2025.

Alderman Jackson made a motion to change the hours of operation for the public works department to 7am-4pm. The motion was seconded by Alderwoman Artis.

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

Discussion:

1. We Remember 911 Ad in the Goldsboro News Argus – Alderwoman Artis

Alderwoman Artis stated that she had been contacted by the Goldsboro News Argus concerning placing an ad in their paper to commemorate September 11, 2001. She went on to say that the cost of the ad would be approx. \$250.00.

Mayor Pro Tem Ruffin made a motion to purchase an ad in the Goldsboro News Argus Paper in remembrance of the 9-11 tragedy in the amount of \$250.00. 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. Surplus Equipment – Mayor Pro Tem Ruffin

Mayor Pro Tem Ruffin asked if there were there any more vehicles that the Board needed to declare as surplus. Mr. Stanley stated that he was not aware of any, and that he had received additional bids for a couple of the vehicles.

Town Attorney Pridgen recommended that the Board would advertise (i.e. social media, post in Town Hall, or Post Office) and accept sealed bids, with a minimum price for Town property that has a low value.

Alderman Jackson asked which process the Town should use to sell one of its buildings. Mr. Pridgen suggested that the Town should use the upset bid process. He went on to say that “The Board should determine a baseline amount, and after the first offered is received, then you should start the formal advertisement requirements.” He went on to say that he would send the necessary documents that pertained to the upset bid process. Mr. Pridgen also recommended that the Board would advertise its surplus items on govdeals.com

3. Abatement Contractor – Mayor Pro Tem Ruffin

This discussion item was tabled until the September 16th Board meeting.

4. Email Inquiries for Help – Alderwoman Joyce Artis

Alderwoman Artis stated that a couple of the Board members had received emails that appeared to have been sent from Mayor Yelverton. She went on to say that the sender was asking for help/assistance. She informed the Board that the email that she received asked her to purchase gift cards on the behalf of the Mayor and to send him activation code of each gift card. She stated that she knew that the Mayor would never ask her to purchase gift cards, and after a close inspection of the email address, she discovered that it was not sent from the Mayor, and determined that it was a scam. She encouraged everyone to read the email and the email addresses carefully.

Mayor Pro Tem Ruffin stated that he, too, received a scam email that appeared to have been sent from the Mayor. He went on to say that he knew that the Mayor would not have asked for him to carry out a task such as what was requested.

Attorney Pridgen stated that what Alderwoman Artis described was commonly used by a lot of scammers and urged the Board to inform the Town’s staff that an expenditure would not be requested via email and not to respond to those types of emails.

5. Meeting with GFL Administrative Staff – Alderwoman Joyce Artis

Alderwoman Artis stated that the Town had been experiencing issues with GFL. She went on to say that the Town Hall had received several calls each concerning missed pickups or damaged trash cans. She also stated that the new subdivision, Hidden Hills had not had their trash/recyclables picked in approx. 3 weeks.

Alderwoman Artis asked if the finance committee wanted to meet with Sammy Hernandez of GFL. All agreed. Town Attorney Pridgen stated that a meeting would be a good idea, and he suggested that a follow-up letter, addressing the concerns/issues, should be sent as well.

6. Solar Panels – Mayor Pro tem Leroy Ruffin

Mayor Pro Tem Ruffin stated that the Town should offer/allow the use of solar panels to its citizens.

Town Attorney Pridgen stated that there was a complexity to how the hookup and the transfer of power occurs. He went on to say that that a substantial Town Policy would have to be written as well. Mayor Pro Tem asked Mr. Pridgen to research the use solar panels.

Motion to Go Into Closed Session for Legal Advice G. S. § 14318.11(a)(3)

Mayor Yelverton asked if there was a motion to go into closed session.

Alderman Mooring made a motion to go into closed session for legal advice. 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.

Open Session

Motion to Adjourn Special Called Meeting

Mayor Yelverton asked for a motion to adjourn. Alderman Mooring made the motion. Alderman Jackson seconded it. All were in favor. Motion passed unanimously.

Eddie Yelveron, Mayor

Joyce M. Artis, Interim Town Clerk

Meeting ended at 1:35pm