



## **Minutes of the Regular Town of Fremont Meeting November 18, 2025**

The regular meeting of the Board of Aldermen/Alderwomen for the Town of Fremont, NC was held at 6:00 p.m. on November 18, 2025. Present were:

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

Also in attendance were: Finance Officer Shannon Moats, Police Chief Paul Moats, Assistant Police Chief Greg Bottoms, and Interim Public Works Director, Kenneth Stanley

**Quorum Present: Yes**

### **Call to Order: Mayor Eddie Yelverton**

Before beginning the meeting, Mayor Yelverton asked to observe a moment of silence in respect of the recent passing of Wayne County Commissioner Wayne Aycock.

**Invocation:** Mayor Yelverton gave the Invocation

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

In honor of Veterans Day, Mayor Yelverton asked for all in attendance to stand to be recognize for their service to the Country.

### **Approval of Agenda:**

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

Alderman Howell asked to add to the agenda Discussion #5 “Budget Billing.” Alderwoman Artis asked to add to the agenda: Discussion #6 “Finance Update”

*Alderman Mooring made a motion to approve the agenda as amended. 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.*

**Consent Agenda:**

1. Closed Session Meeting Minutes October 20, 2025
2. Special Called Meeting Minutes – October 20, 2025
3. Regular Town Board Meeting Minutes – October 21, 2025
4. Finance Report

*Mayor Yelverton asked if there was a motion to approve the Consent agenda.*

*Alderwoman Artis made a motion to approve the Consent Agenda as amended. 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.*

**Public Comments:**

Mayor Yelverton opened the meeting to the public for comments.

Jonathan Lee of 814 Stricklands Crossroads, Four Oaks, North Carolina, expressed his concern about the Board's recent motion, which was to hire a contractor to install water & sewer taps. He went on to say that his inability to hire his own contractor to install the water and sewer taps would hinder the timely completion of the construction of his houses.

Mr. Lee also stated that he realized that the issues with his installation of the water and sewer taps on Vance Street were the reasons that the Board had chosen to implement the new policy. He apologized for the incident, and insured the Board that he would leave the taps uncovered for the Town to inspect in the future. He also stated that if the Town insisted on hiring its own contractor to install the taps, he wanted to have 3 quotes, and that cost plus 25% may put him over budget.

Mr. Lee informed the Board that the subdivision on North Sycamore Street is on a State maintained road and would be inspected by the State.

Mayor Pro Tem Ruffin asked Mr. Lee to meet with him and Alderman Jackson on Monday, November 24, 2025 @ 1pm.

No one else came forth from the public to speak. Mayor Yelverton closed the public comments section of the meeting.

**Speakers:**

**1. Jim Hardison, Treasurer – Fremont Rotary Presentation of the Hometown Hero's Banner Program**

Mr. Hardison presented each Board member a copy of his presentation and expressed the desire of the Fremont Rotary Club, which was to honor all honorably discharged veterans located in the 27830 area code in the "Home Town Banners Program". He informed the Board that each banner would include the name, branch of service, era of service, dates of service, photo of the service member, special awards, and the name family or sponsor of the banner. He also stated that the Veterans that reside in the Town of Eureka would be included as well. He went on to say that in order to have the banners ready for Memorial, orders would need to be placed by February, 2026, and asked if the Town would be willing to distribute the applications as well. The cost of the banner and all of the pertinent information was included in his presentation.

Mr. Hardison informed the Board that the project would be a benefit to the community and asked for the Board's approval and participation in the project.

Alderwoman Artis thanked the Rotary Club for their willingness to lead this project and for bringing the project to the Board's attention.

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

*Alderman Mooring made a motion to approve the Fremont Rotary's Home Town Hero's Banner Program. 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.*

**2. Jonathan Lee – Approval of 4 lots in the Cottage on Vance Subdivision located on Vance Street and Norwayne Alumni Way**

Mr. Lee informed the Board that he was not able to obtain an official map of the four lots in question, but the measurements were close to the ones that were on the drawing that he was able to obtain from the Wayne County GIS website, which he presented to the Board of Planning and Adjustment and the Board of Aldermen/Alderwomen.

Mr. Lee also informed the Board that the lot that was closest to the ditch was purposely made wider in order to give the Town an easement and/or an easy access to the property in order to maintain the ditch. He also stated that the lots in question were on the Town's sewer as well.

*Mayor Yelverton asked if there a motion on this agenda item.*

*Alderman Mooring made a motion to approve the construction of homes on the 4 lots on located on Vance Street and Norwayne Alumni Way. The motion was seconded by Alderman Howell.*

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

**3. Johnny L. Pippin, Jr. – President of the Fremont Preservation Society**

Mr. Pippin presented a copy of his presentation to each Board member. He stated that his presentation was made on the behalf of the Fremont Preservation Society, and asked to purchase the old Fremont Library. He stated that after inspection of the building, they were able to obtain a quote of approx. \$35,000 -\$40,000 to repair it.

During his presentation, Mr. Pippin referred to G.S. 160A-266. Methods of sale; limitation. He stated that a private sale of government property could be offered to a non-profit group.

Mayor Pro Tem Ruffin asked Mr. Pippin for the Fremont Preservation Society's offer to purchase the old Fremont Library. Mr. Pippin stated that under the aforementioned General State Statue, he was not at liberty to publically announce the offer.

**4. Chief Jeff Brooks – Fire Department Budget Amendment**

Chief Brooks stated that in order to be proactive in making a budget amendment for the fire department. He informed the Board that one of the fire trucks had been recently paid in full and asked if the truck payment could be placed in the department's maintenance and repair line item. He went on to say that there were several trucks that needed to be repaired and that money could be used to cover any additional cost.

Alderwoman Artis stated that the department currently has approx. \$18,000 in their budget for maintenance and repair, and asked if there was an estimated cost to repair the vehicles that he mentioned. Chief Brooks stated the cost to repair the vehicles would not exceed the amount that was currently budgeted.

*Alderman Jackson made a motion to approve the budget amendment based on the information that was presented by Chief Brooks. The motion was seconded by Alderman Howell.*

*Mayor Yelverton asked for any discussion.*

Alderwoman Artis asked Chief Brooks how he knew that the truck had been paid off, and the Town did not. Chief Brooks stated that the fire departments records indicated that the truck was set to be paid off in 2025, and that he had inquired about the payoff from the USDA over a year ago.

Alderwoman Artis asked Finance Officer Shannon Moats if the payment had been taken out of the Town's checking account. Mrs. Moats stated that the payment was supposed to be taken out of the account on October 7, 2025, and as of the date of the meeting, it had not.

Alderwoman Artis suggested that the Board should wait until the title for the truck was received before the budget amendment in the amount of approx. \$16,500 was approved. She also stated that she, at the direction of the Board, had spoken with Chief Brooks concerning making the necessary repairs on the department's vehicles.

Chief Brooks stated that the parts for the trucks had already been ordered.

Mayor Yelverton stated that a budget amendment could not be made until the correct amount is known.

Mayor Pro Tem Ruffin agreed with Mayor Yelverton and Alderwoman Artis and stated that the Board should delay approving the budget amendment until Finance Officer Shannon Moats has verified that the payment for the fire truck had been taken out of the Town's account, and then brings a budget amendment for the Board to consider to approve.

Finance Officer Shannon Moats stated that she would know that exact dollar amount to use for the budget amendment after the loan is paid, after which, she would bring the amendment to the Board for its consideration/approval.

Alderman Jackson rescinded his motion until the money was taken out of the Town's checking account and the title was received.

This agenda item was tabled.

### **Action:**

#### **1. Fire Department Officers approval – Chief Jeff Brooks**

Fire Chief Brooks provided the Board a list of officers to approve/consider for the upcoming year. The list included each officer's title, job description, and length of service with the department.

*Mayor Yelverton asked if there a motion on this agenda item.*

*Alderman Howell made a motion to approve officers for the Fremont Fire Department as presented for 2026. 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. Disconnect/Reconnect Fee for Utilities – Alderwoman Joyce Artis**

Alderwoman Artis stated that after the approval of the new Fine and Fees Schedule, the office staff discovered that there was a \$50 fee for disconnect and a \$50 fee for reconnect. She informed the Board that there should be only one \$50 reconnection fee.

*Mayor Yelverton asked if there a motion on this agenda item.*

*Alderwoman Artis made to delete the \$50 disconnection fee and to only charge a \$50 reconnection fee. 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.*

**3. Daffodil Springs Preliminary Plat – Alderman Mooring, Interim Zoning Officer**

Alderman Mooring stated that the Daffodil Springs plat had been reviewed and passed by the Board of Planning and Adjustment during their November meeting.

*Alderman Mooring made a motion to approve the preliminary plat for the Daffodil Springs Subdivision, based on the Planning & Adjustment Board and the Town Engineer, Mike McAllister's recommendation. 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. Cameras for Parks – Alderman Wayne Jackson**

Alderman Jackson stated that each of the Town's parks needed camera's, but he there was not enough money in the budget to do so. He asked if the action item could be tabled and considered for the next fiscal year's budget. This action item was tabled.

**5. Salaried Positions (Public Works Director & Town Clerk)**

Alderwoman Artis stated that, in years past, the Public Works Director's position and the Town Clerk's position were both salaried positions, and they currently were not. She went on to say that the benefit in making the two positions salaried would save the Town money in comp time accruals. She also stated that all department heads are salaried positions (i.e. Town Administrator, Town Clerk, Police Chief, and Finance Officer). She asked the Board from their consideration in this matter.

*Mayor Yelverton asked if there a motion on this agenda item.*

*Alderman Mooring made a motion to make the Public Works Director's and the Town Clerk's position salaried positions. The motion was seconded by Alderman Howell.*

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

**6. Prorating Utility Bills – Finance Officer Shannon Moats**

Finance Officer Moats informed the Board that the basic monthly service fee is charged regardless when a person applies for new utility service with the Town. She asked for the Board's thoughts on prorating the basic service charge for customers who apply for a new utility account with only a few days of service.

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

*After much discussion, Alderman Jackson made a motion to prorate the first month's basic service fee. The motion was seconded by Alderman Howell.*

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

**7. Renting of the Old Library –**

Alderwoman Artis stated that the Board approved, by a majority vote, to rent the library during its September meeting. She also expressed her concern about selling the library to the organization who was asking to purchase it because the Board refused to sell it to another nonprofit organization that was interested in purchasing the old library previously.

Mayor Yelverton suggested that the Board should set a price to rent the library. Alderwoman Artis asked if the rental price would be based on renting it as is or would the Town make the necessary renovations to the building prior to renting it. She went on to say that both people that were interested in renting the old library, agreed to make the necessary repairs, in which she believed would be a benefit to the Town.

It was the consensus of the Board to direct the Finance Committee to determine a fee to rent the old library, which would be presented during the December meeting.

**8. Bids for 219 E. Main Street (Mechanic Shop) - Mayor Yelverton**

Mayor Yelverton stated that there had been quite amount time since the Town had received an offer to purchase the property at 219 E. Main Street. He went on to say that if the Board approved to accept the offer, it should be the advertised for an upset bid.

*After much discussion, Mayor Pro Tem Ruffin made a motion to accept the offer to purchase the building for Reginald Hall, which was in the amount of \$25,000. 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.*

**9. Code Enforcement Officer**

Mayor Pro Tem Ruffin suggested that the Town of Pikeville should be contacted concerning the use of their Code Enforcement Officer. This agenda item was tabled.

**Discussion:**

**1. Police Report – Chief Paul Moats**

Chief Moats distributed and read to each Board member a detailed police report for the month of October. There were no questions or concerns about his report.

**2. The Repair of the Sewer Tile Below Rail Road Track – Alderman Jackson**

Alderman Jackson stated that he did not have an update concerning repair of the sewer below the railroad track.

### **3. Dog Control – Alderman Jackson**

Alderman Jackson stated that there had been a few dog attacks in his neighborhood. He went on to say that the Town's ordinances does not address vicious dogs, but it does address stray dogs. He stated that he would like to contact Town Attorney Brian Pridgen concerning writing an ordinance to address the steps to take on how the Town should handle vicious dog attacks.

Chief Moats stated that the Town does not have the authority that animal control does. He went on to say that, although animal control has more authority than the Town, they will not chase a dog that runs away from them, but they will set a trap, which has to be monitored. Chief Moats stated that the police department will continue to address the issue concerning dogs running at large. He stating that tickets are being issued to those that are in violation of the ordinance, and investigations were being conducted.

Chief Moats also recommended that citizens should not shoot a dog, unless they feel that their lives are in danger, because it was a crime to discharge a weapon 300ft from a dwelling.

*Mayor Yelverton asked if there was a motion concerning Alderman Jackson contacting Attorney Pridgen about the matter.*

*Mayor Pro Tem Ruffin made a motion to allow Alderman Jackson to contact Attorney Pridgen concerning writing an ordinance that would address vicious dog attacks. The motion was seconded by Alderman Howell.*

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

### **4. Billing & Collections Report – Alderwoman Artis**

Alderwoman Artis distributed to each Board member a Billing and Collections report for the month of September/October. She stated that there were 3 disconnects for the month of October. There were no questions from the Board concerning her report.

### **5. Budget Billing – Alderman Howell**

Alderman Howell asked what were the qualifications for one to apply for budget billing. Alderwoman Artis stated that in order for a person to qualify for budget billing, they would had to have their utility paid on time every month and a six-twelve month average would be used to set the budget billing amount.

### **6. Finance Updates – Finance Officer Shannon Moats**

Mrs. Moats informed the Board of the Public Finance Educational Seminar that take place in Newbern, NC on Thursday, December 11, 2025 9am-2pm. She went on to say that the gas mileage would be covered by a \$2000 grant that the Town received from DEQ. Mrs. Moats stated that she was willing to sign each member up for the training as well.



Mrs. Moats also informed the Board that the professional fees of Town Attorney Brian Pridgen would increase from \$165.00 to \$225.00 per hour, and his paralegal's fees would increase from \$75.00 to \$125.00 per hour beginning January 1, 2026.

As a reminder, Mrs. Moats stated that the Fiscal Training for local elected government officials would take place on Wednesday, November 19, 2025 @ 10am at Town Hall.

**6. Public Works Report – Interim Public Works Director Kenneth Stanley**

Mr. Stanley informed the Board that the Leaf Truck would be ready to be picked up on Thursday, November 20, 2025. He went on to say that the truck may need to be tuned, and it would be able to be used on the following week.

Mr. Stanley asked the Board about the status of the bids that were place on the surplus vehicles. The Board agreed to have the finance committee to open the bids at their next meeting.

Mr. Stanley informed the Board about the issue with the electric grid near the fire department. He stated that, due to the urgency of the matter, KBS Elecctric Company had to be called, and the cost to repair the issue was approx. \$3500.00. He went on to say that it was imperative to have the electrical grid repaired.

Alderwoman Artis asked if the grid could be repaired in sections. The Board agreed to begin the repair of the pole near the Fremont Free Will Baptist Church and the pole near the Alternative Shop.

Mr. Stanley informed the Board that approx. four of the public works staff would be attending a CPR and Traffic Control Class on Dec 5<sup>th</sup> and Dec. 11<sup>th</sup>.

Alderman Howell asked for the status of the Town's jet rodder. Mr. Stanley stated that it needed a battery box.

**Old Business:**

**1. Grading of Street Shoulders – Tabled**

**2. Town Administrator/Public Works Director Position –**

Mayor Yelverton stated that he received a few names of retired town administrators/managers from the NCLM. Alderwoman Artis stated that the personnel committee had planned to meet the following week to review the applicants and would be prepared to make a recommendation to the Board during the December Board meeting.

**3. Town of Eureka's Sewer Agreement – Moved to closed session**

**4. Grant Writer – Tabled**

**Information: (BLUE)**

1. Fiscal Training for Local Elected Government Officials – Nov. 19, 2025 @ 10am

**Board Members Comments**

Alderwoman Artis stated that the Christmas Tree Lighting Committee had met on several occasions in preparation of the event that would take place on Friday, December 5, 2025 @ 6pm.

Mayor Pro Tem Ruffin encouraged the Board and Staff to pray for the Town.

Mayor Yelverton stated that he had been asked to join the Board of the Eastern Carolina Rural Planning Organization, which would meet on Thursday, November 20, 2025. He went on to say that this committee would provide a forum for public participation in rural transportation in the planning process.

**Closed Session:** Personnel - General Statute § 143-318.11(6)

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

*Alderwoman Reid made a motion to go into closed session. The motion was seconded by Alderman Howell.*

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

**Closing Prayer:**

Mayor Pro Tem Ruffin gave the closing prayer

**Motion to Close Regular Board Meeting:**

*Mayor Yelveton asked if there was a motion to close the open session.*

*Alderman Mooring made a motion to adjourn the meeting. The motion was seconded by Alderman Howell.*

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

*The meeting ended at 9:29pm*

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*Eddie Yelverton, Mayor*

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*Joyce M Artis, Town Clerk*