Minutes of the Regular Town of Fremont Meeting
May 19, 2026

The regular meeting of the Board of Aldermen/Alderwomen for the Town of Fremont, NC was held at 5:00 p.m. on May 19, 2026. Present were:

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

Quorum Present: Yes

Also in attendance were: Finance Officer Shannon Moats, Public Works Director Steve Hooks, Chief Paul Moats, Assistant Police Chief Greg Bottoms, and Code Enforcement Officer Keith L. Spivey.

Call to Order:
Mayor Yelverton called the meeting to order at 5pm.

Invocation:
Keith Spivey gave the Invocation.

Pledge of Allegiance:
Alderman Mooring led all in attendance in the Pledge of Allegiance

Approval of Agenda:
Mayor Yelverton asked if there was a motion to accept the agenda.

Alderwoman Artis ask to add the following to discussion: 1. The revaluation of customers who have had returned checks 2. United Systems/Itron New Software Training Quote 3. Quote from the Chamber of Commerce for Ad in Resource Guide Directory. Alderman Howell asked to add to action "Hours of Operation for the Public Works Department." He also asked to add to discussion Fremont IGA and Fire Department Power Poles.

Alderman Jackson made a motion to approve the agenda as amended. 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.

Mayor Yelverton asked to approve the Consent Agenda.

Consent Agenda:

1. Special Called Meeting Minutes – April 7, 2026
2. Regular Board Meeting Minutes – April 21, 2026
3. Special Called Meeting Minutes– April 29, 2026
4. Finance Report
5. Billing & Collections Report
6. Police Department Report
7. Public Works Department Report
8. Budget Amendment (BA-04-2026)

Alderman Jackson stated that in the first paragraph of the April 7, 2026 Special Called Meeting minutes on page three, water lines were addressed instead of sewer lines. Alderwoman Artis stated that she would make the correction.

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

Public Comment:

Mayor Yelverton opened the meeting to hear comments from the public.

Mark Evans, who resides at 202 S. Sycamore Street, Fremont, stated that, for the last 3 ½ years, he has been concerned for the safety and well-being of his wife and children because of his fear of Timothy Daniels. He went on to that Timothy occasionally resides in the home of his father, David Daniels, who also owns a home on S. Sycamore Street.

Mr. Evans stated that, while there, Timothy had broken into his home, oftentimes uses vulgar language, peeps in citizen's windows, and had fondled himself in front of his children. He went on to say that Timothy is a danger to himself and to the community, and asked if the Board/Town could support his effort in making sure that the ongoing problem with Timothy Daniels would not cause more of a threat or harm to anyone else. He asked that the Board would write a letter to the court system stating that, because Timothy is a danger to the community and himself, he was not allowed to reside or enter into the Town of Fremont. Mr. Evans also stated that he realized that Timothy needed help and would like to see him obtain the help that he needed.

Chief Moats stated that Timothy Daniels had been charged several times for different criminal offences (i.e. stealing alcohol, drinking in public, littering, etc.) He went on to say that due to the fact that Mr. Daniels was unfit to stand trial, his charges are often dismissed, and that his hands were somewhat tied.

Chief Moats also stated that the purpose of telling Timothy and his father that he (Timothy) was banned from the Town of Fremont was to hopefully, urge his father to take control of his son. He went on to say that he had been banned from every store and some of the churches in Fremont as well.

Chief Moats stated that the police department was bound by the law as it was written and must prove that a transgression of the law had been committed when a report was taken concerning Timothy Daniels or anyone else. He welcomed Mr. Evans to reach out to him or any member of the Fremont Police Department whenever he had another negative interaction with Timothy.

Chief Moats also informed those in attendance that Timothy was currently residing in Central Prison, which is located in Raleigh, North Carolina.

Mayor Yelverton informed Mr. Evans that the Town's attorney would be contacted about the issue as well.

Sherri Braswell Crawford, whose father, Herman Braswell, Jr. resided at 804 S. Goldsboro, St., Fremont, informed the Board that she had lived with her father 1 year and 2 months before he passed. She went on to say that while taking care of her father's final expenses, she discovered that her father had been charged for a street light, and believed that she should be refunded the money that her father paid.

Alderwoman Artis stated that Ms. Crawford's father was not charged for a streetlight, but was charged for an area light, located behind 802 S. Goldsboro, St., which was also a residence that was owned by Mr. Braswell.

Ms. Crawford stated that 802 S. Goldsboro, St. was sold in 2025, and she did not feel that it was fair to pay for the area light behind 802 S. Goldsboro, after the property was sold.

Alderwoman Artis informed Ms. Crawford that a disconnect form needed to have been completed at the time that the house was sold in order for the Town to have ceased charging her father for the area light. She went on to say that the Town would not have had any prior knowledge of the home being sold and the need of the area light being disconnected.

<u>Public Hearing:</u>
Mayor Yelverton opened the meeting for a public hearing. He stated that the purpose of the public hearing was to hear comments from the public concerning the proposed FY26-27 Annual Budget. He stated that copies of the purposed budget was available at the meeting for the public's review.

No one came forth to speak during the public hearing on the FY26-27 Budget, therefore Mayor Yelverton closed the public hearing.

<u>Action</u>:

1. **Approval of Sewer Asset and Inventory Assessment (AIA) – Town Engineer McAllister**
   Mr. McAllister presented a completed AIA for the Board to review. He stated that among other pertinent information, the mapping of the Town's sewer line would be created in the Wayne Carolina GIS System to make the repair of any area of the sewer line to be easier to complete. The AIA also included a ten year Capital Improvement Plan (CIP). Mr. McAllister stated that, if approved, the Mayor would need to sign the AIA and then it would be sent to the Department of Environmental Quality (DEQ).

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

   Alderman Jackson made a motion to accept the Sewer Asset and Inventory Assessment Report. 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. **Requested Yard Light Reimbursement**
   Mayor Yelverton asked if there was a motion on the agenda item.

   After much discussion, Mayor Pro Tem Ruffin made a motion to reimburse Ms. Crawford a total of $266 for being over charged ten months for area/yard light. The motion was seconded by Alderwoman Reid.

   Mayor Yelverton asked for any discussion. There was none.

   The motion failed. For: Mayor Pro Tem Ruffin and Alderwoman Reid. Against: Alderman Mooring, Alderman Howell, Alderman Jackson, and Alderwoman Artis.

3. **Request for Relocation of Code Enforcement Office**
   Chief Moats stated that, after speaking with an employee, he believed that the current code enforcement officer would benefit from being in an office that was located in the Fremont Town Hall. He went on to say that, in doing so, the code enforcement officer would be easily accessible to the Town Administrator, citizen's information, and would be able to privately conduct Town Code Enforcement business.

   Chief Moats informed the Board that the office in the police department that was used by the code enforcement officer would be needed by the new police officer, which would be hired in the near future. He also stated that due to sensitive information that was stored on the computers in the police department, he strongly recommended that his office would be relocated. He went on to say that the code enforcement officer would have the continuous support and assistance from the police department.

   Mr. Spivey stated that the information that was shared by the Office of the State Fire Marshall and the Department of Insurance mandated that code enforcement records were to be kept. He went on to say that there was no additional space in the police department for record keeping. He also stated that the relocation of his office would ensure that accurate record keeping, concerning code enforcement, would be stored.

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

Alderman Howell made a motion to move the code enforcement officer's office from the police department to the room behind the billing and collection's payment counter. 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.

4. **Closeout of CDBG-CV Grant – Finance Officer Shannon Moats**
Mrs. Moats informed the Board that the Town had received its last payment for the CDBG-CV Grant, and the funds had been disbursed. She went on to say that, in 2025, the Board had instructed her not to pay an invoice from Municipal Engineering in the amount of $8,400. She stated that, "Now that we are at the point of closing out the grant, all of those funds need to be disbursed." She asked for the Board's direction on what to do concerning the outstanding invoice from Municipal Engineering.

Alderman Jackson made a motion to pay Municipal Engineering $8400, in order to close out the CDBG-CV Grant. The motion was seconded by Alderman Tim Howell.

Mayor Yelverton asked for any discussion.

Alderwoman Artis asked when the grant would officially close. Grant Administrator, Mike McAllister stated that "The grant would cut off at the end of April, and the grant would have to be completely closed out by the end of June."

Alderwoman Artis stated that the Town was awarded the grant approx. five years ago, and was informed about the ineligible items in the CDBG-CV grant only two months ago. She asked Mr. McAllister how long did he know about the ineligibility of the items.

Mr. McAllister stated that he did not know that the items were being questioned until former North Carolina Department of Commerce Special Programs Manager, Shycole Simpson-Carter left her position, and was replaced by Cynthia Jones, who asked him to justify the items and projects that were listed in the scope of work of the grant.

Mayor Yelverton asked if Vortex Construction's invoice was paid. Finance Officer Moats stated that she had received the funds from the grant to pay Vortex Construction and Municipal Engineering's final invoice in the approximate amount of $66,000, and that the checks had been sent.

Mayor Pro Tem Ruffin asked the following questions: **1**. Are there any more unpaid invoices that needed to be paid. **2.** What was the amount of the unused funds? **3.** Would the Town be held liable for anything concerning the grant?

Finance Officer stated that there were no other outstanding invoices from Municipal Engineering. Mike McAllister stated that Municipal Engineering had no other invoices to send to the Town of Fremont concerning the CDBG-CV Grant. He went on to say that out of the $900,000 grant, in which the Town was awarded, there was $577,230 that was not used. Mr. McAllister also stated that, "I have never dealt with an agency that communicates any less than they have."

Alderman Mooring asked if there were any remaining disbursements. Finance Officer Moats stated that other than the $8400.00 invoice from Municipal Engineering, there were no other disbursements that needed to be paid or remaining.

Mr. McAllister stated that there were no future invoices, and other than the outstanding $8400 invoice, the Town had satisfied all other invoices that were sent to the Town for payment by Municipal Engineering.

Mayor Yelverton informed the Board that he had been informed by Senator John Bell that the grant was not written correctly and should not have included several of the items that were listed in the scope of work (i.e. help with utility bills, electronic signs, etc.)

Mayor Yelverton asked if there were any further questions. There were none. The motion passed by a majority vote. For: Mayor Pro Tem Ruffin, Alderman Howell, Alderman Jackson, and Alderwoman Artis. Against: Alderman Mooring and Alderwoman Reid.

Hours of Operation for the Public Works Department – Alderman Howell

Alderman Howell made a motion to change the hours of operation of the Town of Fremont's Public Works Department to 6am-3pm on Monday – Thursday and 6am-12pm on Fridays. Alderman Jackson seconded the motion.

Mayor Pro Tem Ruffin asked what type of work would be completed during the time change.

Public Works Department Director Steve Hooks stated that the mowing of grass would be a main priority, and would be needed to be completed before the onset of extremely high temperatures.

Mayor Pro Tem Ruffin informed Mr. Hooks that, during his observation of the public works department, he had noticed some issues that needed to be addressed by the public works director. Mayor Pro Tem Ruffin urged Mr. Hooks to take a closer look at the job duties of his staff.

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

Reports:

Code Enforcement Officer's Report – Keith Spivey, Code Enforcement Officer

Mr. Spivey included in each Board member's packet drafts of three letters for their review (i.e. Code Enforcement Letter, Complaint Process, and Code Enforcement in Fremont, N.C.) He informed the Board that the ordinances were available on the Town's website, and as a way to inform the citizens that the Town had hired a code enforcement officer, and that all of the ordinances would be enforced, he asked that the Board would allow the letters to be posted on the Town's website as well. He also requested that Board give the public 30 days before enforcing all ordinances, with the exception of the high grass ordinance.

Mr. Spivey stated that he had been working with Assistant Chief Bottoms to obtain a list of citizens that had violated the overgrown grass ordinance. He went on to say that he had been officially sworn in as code enforcement officer and had receive his badge, which would allow him to access citizen's property and to sign code violations letters.

He went on to say that, because he is still waiting for his certificate to come from Raleigh, North Carolina, he would not be able to enforce minimal housing standards.

Chief Moats informed the Board that Mr. Spivey had invested a great amount of time to learn the job duties of a code enforcement officer. He went on to say the Fremont Police Department had arranged training for Mr. Spivey with the City of Goldsboro's Code Enforcement Department, enrolled him in classes at Craven County Community College and online as well. He went on to say that Mr. Spivey had learned a wealth of knowledge and legal aspects concerning code enforcement.

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

Alderman Jackson made a motion to approve posting the three letters that was presented by Code Enforcement Officer Keith Spivey on the Town's website, and with exception of the high grass ordinance, thirty days will be given before fines are imposed. 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.

Discussion:

1. **Loss of Water – Finance Committee**

   Alderman Jackson stated that the Finance Committee had a discussion about the large volume of water that the Town was losing on a monthly basis. He went on to say that the Board and Staff needed to determine how the Town was losing the water. He stated that the committee was hoping that once the new meters were installed, the loss of water would be more easily detected.

Alderman Jackson went on to say that committee discussed that placing locks on the water meters that were no longer in service and repairing Town leaks in a timely manner would also drastically reduce the Town's loss of water.

Public Works Director Steve Hooks stated that he and his staff were concerned about the programming of the new water meters. He went on to say that Water Department Supervisor had installed two of the meters to hopefully obtain a reading sample before the day of the official reading begins.

Finance Officer Moats informed the Board that, in nine months, the Town had lost approx. 17,000,000 gallons of water, in which the Town has had to pay for, and was not able to bill or collect a total of approx. $125,000.

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2. **Town Christmas Party – Alderwoman Artis**

   Alderwoman Artis stated that there had been some discussion among staff about having the Town's Christmas Party at the Lane Tree Golf Course. She went on to say that the staff stated that was the only time of the year that their family members could socialize with staff members.

   It was the consensus of the Board to allow staff to obtain a date and time to have the Town's Christmas Party at the Lane Tree Golf Course.

3. **Attending Wayne County Commissioners Meeting – Finance Committee**

   Alderwoman Artis stated that the finance committee had discussed attending the Wayne County Commissioners Meeting to obtain information about why the Town of Fremont had not been informed of grants. She went on to say that other towns in the Northern part of the county had received grants to renovate or build structures in their community. She also stated that the only time that the Town had been informed by our Wayne County Commissioner representative about a possible grant was one day before the deadline, which was about 2 ½ years ago.

   Mayor Yelverton urged the Board to have Mr. Harrell to arrange a meeting with the county manager, Commissioner Daugherty, and Commissioner Gurley, when he returns from his vacation. He went on to say that, at that meeting, we could have a discussion about the plans for the sewer regionalization, as well as grant opportunity.

4. **Compensating Citizens that Maintain the Town's Ditches – Alderwoman Artis**

   Alderwoman Artis stated that she had received a call from a citizen who stated that the Town had not maintained the ditch that was located behind his house in approx. two years. He went on to say that he had been maintaining the ditch and wanted to know if the Town would reimburse or compensate for him during so.

   It was the consensus of the Board not to compensate citizens for maintaining a Town's ditch.

5. **The use of the Boardroom by the Wayne County Chapter NAACP on Wednesday – Alderwoman Artis**
   Alderwoman Artis stated that she had been contacted by a member of the Wayne County Chapter of the NAACP concerning the use of the Boardroom on August 13, 2026 from 5pm-7pm. She informed the Board that the organization asked to host a community forum that would discuss the understanding of each level of the government.

   It was the consensus of the Board to allow the Wayne County Chapter of the NAACP to use the Boardroom to host a forum on August 13, 2026 from 5pm-7pm.

6. **Reevaluation of Citizens Who Have Had Returned Checks – Alderwoman Artis**
   Alderwoman Artis stated that there had been citizens who have had checks returned to the Town due to having non-sufficient funds. She informed the Board some of the returned checks occurred in 2017-2019.

   Alderwoman Artis stated that the Town's policy stated that once a customer had two checks to be returned to the Town, the citizen was not allowed to pay by check.

   She went on to say that a customer had asked her if the Town would ever reevaluate a person's ability to use a check as a form of payment after a certain length of time. She stated that she had informed the citizen that she would have to obtain that information from the Board at its next meeting.

   It was the consensus of the Board to revisit the policy.

7. **Quote From United Systems/ Itron – Alderwoman Artis**
   Alderwoman Artis presented a $1500.00 quote from United Systems for training staff on how to use the new meter reading software system. She stated the billing and collections staff and meter readers would receive a two-day training on the new system.

   Alderman Howell made a motion to accept the $1500.00 quote from United Systems for training of staff on how to use the new meter reading software. The motion was seconded by Alderman Mooring.

   Mayor Yelverton asked for any discussion. There was none. The motion passed by a majority vote. Mayor Pro Tem Ruffin opposed the motion.

8. **Chamber of Commerce Resource Guide – Alderwoman Artis**
   Alderwoman Artis stated that she had received a call from an employee of the Wayne County Chamber of Commerce, who wanted to know if the Town was willing to advertise the Town in their next issue of the Business and Resource Guide.

   Alderwoman Artis stated that if the Board wanted to advertise in the guide, an application that was provided in the information from the Chamber had to be completed, and the price may be based on what the Town chose to advertise.

It was the consensus of the Board to obtain more information about advertising in the Wayne County of Commerce's Business and Resource Guide.

9. **Power Poles in Fremont IGA & Fire Department Parking Lots – Alderman Howell**
   Alderman Howell stated that the power at the Fremont IGA flickered at least once a week. He went on to say that he was concerned about how the flickering of the power could affect the compressors and the kilowatts usage. Alderman Howell stated that he hopes that one of the first priority of the new line was to address the issue.

   Alderman Howell also stated that the power pole that serves the fire station and the siren should be the new lineman's priority as well.

   Mr. Hooks informed the Board that the power pole in the parking lot of the fire department would be repaired first, due to the fact that it was worst condition.

   Peele Park Update
   Alderman Jackson asked for an update on the repairs in Peele Park. Mr. Hooks stated that the Town was in contract with Benson Electric to replace the electric panels. He went on to say that he asked for an estimate from three contractors to replace the bathroom door, and had not been successful in obtaining a firm quote. He went on to say that Mayor Pro Tem Ruffin had provided him the contact information of an alternate contractor.

Old Business:

1. **Grading of Street Shoulders – No Discussion**

2. **Town of Eureka's Sewer Agreement - No Discussion**

3. **Grant Writer – No Discussion**

4. **Repair of Sewer Tile Below Railroad Track**
   Mayor Yelverton asked for a status of repairing the sewer tile below the railroad track. Town Engineer Mike McAllister stated that he had not been able to obtain a firm price from the Peter's and White Construction Company. He stated that he would obtain the information during the next sewer rehab progress meeting.

Board Members' Comments

- Alderman Jackson stated he appreciated the hard work and dedication of the staff members.
- Alderwoman Artis thanked the members of the public who attended the meeting. She stated that it was not often that the public stays throughout the entire meeting. She also stated that, as requested by Mayor Yelverton, she would begin planning the 5th Annual State of the Town Address, which is scheduled for August.
- Alderman Mooring thanked those in attendance for their presence. He also stated that as President of the Rotary Club, he thanked the staff for erecting the Home Town Hero's Banners.

- Alderman Howell stated that he was happy to see the start of street paving in the Town.
- Mayor Pro Tem Ruffin asked how often the flower pots on Main Street should be repotted. He stated he was concerned about the cost of doing so. Alderwoman Artis informed the Board that the public works staff planted the flowers, which saved the cost on labor. She went on to say that plants are seasonal, and would die at the end of the season.
- Mayor Yelveton stated that the National Day of Prayer was a beautiful event and thanked the Christian Fellowship Alliance for sponsoring the event. He informed the Board that the Wayne County Chamber of Commerce will sponsor a County-wide 4th of July Festival from 5pm-10pm at the Wayne County Fair Grounds, in which would be free to the public.

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

Closing Prayer:

Alderwoman Reid gave the closing prayer.

Motion to Close:

Mayor Yelverton asked if there a motion to close the meeting.

Mayor Pro Tem Ruffin made a motion to close the Board meeting. The motion was seconded by Alderman Howell.

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

The meeting ended at 7:59p.m.

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Eddie Yelverton, Mayor *Joyce M. Artis, Town Clerk*