

MINUTES OF THE BOARD SPECIAL CALLED MEETING
OF THE TOWN BOARD OF COMMISSIONERS
TOWN OF WILLIAMSTON, NC

February 24, 2021

The Board of Commissioners of the Town of Williamston met in special session on Wednesday, February 24, 2021 at 5:30 p.m. in the Town Hall Assembly room located at 102 East Main Street, Williamston, NC.

PRESENT Mayor Joyce Whichard-Brown
Commissioners: Mayor Pro Tem Ronell Rodgers, Jerry Knox, Alton, Moore Al Chesson, and William Coffield
Town Administrator: John O'Daniel
Town Clerk: Christina Craft
Police Chief: Travis Cowan

ABSENT None

CALL TO ORDER AND INVOCATION

The Mayor called the meeting to order and welcomed everyone. Commissioner Knox led the pledge of allegiance. Commissioner Moore offered the invocation, after a moment of silence for the COVID victims and their families.

AGENDA APPROVED

The Mayor asked if there were any adjustments to the Regular Agenda or if the Board wished any items to be removed or added the Agenda. *It was moved by Commissioner Chesson, seconded by Commissioner Moore, and unanimously passed to approve the agenda as presented.*

ADMINISTRATIVE ITEMS

Police and Fire Department Projects

The Town Administrator reported the new Police Department will begin painting the walls and installing the drop ceiling soon. The parking lot work continues and hopefully there will be no large obstacles in the project. Rain has delayed both Fire and Police Department projects but both should be complete mid-May 2021.

CDBG-NR Update

The Town Administrator reported the CDBG-NR grant is the grant the Town received an award letter to rebuild and/or renovate four homes and to fund the HVAC unit in the gymnasium. The award was sent without the inclusion of the HVAC unit and understands they are searching for additional funds to include the HVAC. He was told the contract will be sent by the end of February and will not know if additional funds were included for the HVAC until the contract is received. Once the contract is received, the Town will know how to proceed with the HVAC unit. Commissioner Rodgers reported there are citizens living in dangerous situations and wanted to know how the Town can add to the grant. The Town Administrator reported all names had to be submitted with the application but there are organizations that may be able to help, such as their local church, the Baptist Men and the County has obtained a similar grant. If the citizen is one that was selected, any monies used to relocate the citizen during the renovation or rebuild, the money will be taken away from construction funds. The listing of individuals that requested assistance is lengthy and will be maintained for future grants. This grant requires the home to be brought up to code. There will be three homes torn down and rebuilt and one home renovated.

Annexation Street Light Update

The Town Administrator reported Dominion continues to work on the easements which must be signed by the residents in the Annexation Area once received. The easements allow Dominion to install poles and underground wires needed to install the street lights.

County Participation Request Regarding EMS Grant Update

The Town Administrator reported he and Chief Peaks met with Cindy Ange, Martin County Finance Officer, and James Bennett, the Martin County Manager to request support within the grant. The grant will pay 100% of the salary for additional EMS staff for three years. A letter will be sent to the County Commissioners to formally request assistance with one additional EMS staff member after the end of the grant period. The Mayor requested staff to follow up with Representative Willingham for support with this issue.

Town Phone System Update

The Town Administrator reported the phone system is listed in the Capital Improvement Projects for the upcoming year. However, Town Hall lost power during a weekend storm and Town Hall lost many features, to include voicemail, with the phone system. Power was lost again since that time and the features are now functional. Staff is very concerned as the phone system is over 20 years old and fear the system can crash again at any moment. The

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Town has postponed replacement of the phone system as the cost was prohibitive. The Finance Director will bring a quote to the Board for a new phone system.

CLOSED SESSION

It was moved by Commissioner Moore, seconded by Commissioner Coffield to go out of special session into closed session to under Attorney/Client Privilege per N.C.G.S. 143-318-11(a)(6) with Attorney Dan Hartzog in virtual attendance. The motion passed unanimously.

It was moved by Commissioner Knox to go out of closed session and into special session. The motion was seconded by Commissioner Coffield and passed unanimously.

There being no further business, the Mayor declared the meeting adjourned at 6:21 p.m.

Submitted By:

Approved By:


Town Clerk


Mayor