

TOWN OF BRIDGETON  
BOARD OF COMMISSIONERS MEETING AGENDA MINUTES

August 13, 2024  
7:00 P.M

MEETING CALLED TO ORDER

TOWN OFFICIALS' ROLL CALL - Mayor Chittick, Commissioners Alexander, Tyndall, Tremblay and Wilson, Ceci, Attorney Trey Ferguson, Chief Katie Johnson, Zoning Admin Bill Howard, Park Administrator Susan Luper, Robert Toler, Dane Vincent, Larry Fulfer, 6 others

INVOCATION – COMMISSIONER KEITH TYNDALL

PLEDGE OF ALLEGIANCE – MAYOR JOHN CHITTICK

Consideration of approval of the agenda for this meeting as presented:

Motion: Tyndall                      Second: Tremblay

Consideration of the approval of the Minutes for the following Meetings:

July 9, 2024

July 23, 2024

Motion: Tyndall                      Second: Wilson

Police Report: Presented by Police Chief Katie Johnson – Explained that the Town is participating in a area saturation event in conjunction with Craven County Sheriff as well as New Bern Police Department this boosts the impact to our area. We are investigating a death and possible homicide on C Street. This was requested by the family.

We had one incident where a citizen refused to give his drivers license at a police checkpoint which resulted in his arrest. While in the police cruiser the citizen reported that he had been kidnapped to 911. The situation was properly handled.

Katie explained that she is working on the Mutual Aid Agreement which allows cross law enforcement for Bridgeton and New Bern as well as Craven County in the extra-territorial district.

The State of NC performed a Police Training Audit which occurs every 3 years. A 100% score was obtained. We are having issues with some citizens allowing their pets to run free. We have a leash law and hope that with training handout materials we can avoid ticketing.

At the end of B Street there is a home with stacks of pallets that she is working on. (Update – The pallets have been removed).

Finally, this Thursday we will start a school supply drive that will be held at Town Hall. (Update – this was a very successful event with many thankful citizens commenting on how great it was for the Town and Police Department to handle this. Finally, the Sandy Point community donated breathable vests to go under bullet proof vests. She thanked the residents of Sandy Point for this generous donation!

Financial Reports: Bill Howard (Filling in for Tonya Whitley Bell)

- Commissioner Tyndall asked for a summary of the Law Firm expenses. Mr. Howard explained that the costs for last month were \$5102.00 which was then itemized.

Motion: Tyndall      Second: Alexander

Mayors Report: No information at this time.

Billing, Planning and Zoning Report: Admin Howard reviewed each of these. Our Sewer Billing maintained an average of 22,000.00 but our expenses were high this month due to maintenance work that Kevin had to perform at the plant. Mr. Howard explained that we have also had several reports of flooding on both Pine and Hickory Streets as well as some flooding on the 500 block of B Street. After researching this, he was able to determine that we can spend Powell Bill funds on fixing some of these issues.

Administrative Report: Bill Howard (Written by Town Clerk Bell).

Attorneys Report: Trey covered this meeting and there was no new information presented that would not be covered in later points.

OLD BUSINESS:

Approve bills against the town as presented:

Motion: Tyndall      Seconded: Alexander

Sanitary and Storm Water Update: Commissioner Alexander explained that we did have a good deal of inflow +80% from the storm and that Hydro Services has ordered smoke testing to help identify the infiltration. No outflows from the town occurred into the river.

NEW BUSINESS

Mayor Chittick asked Mr. Howard to report on a recent issue regarding a ditch that was filled in by property owners. The Town does not have an easement for the ditch, but we did strongly recommend that it not be filled. It was determined that after Tropical Storm Debbie there was a substantial increase in the amount of water in residents' yards as well as on Hickory Street. Mr. Robert Toler, one of those impacted, explained that they did realize that filling in the ditch was a mistake and that most of them would be willing to either pay or help remove the fill dirt. Mr. Toler asked if the Town might be willing to assist in the issue as did Mr. Dane Vincent. Commissioner Tyndall asked if these citizens might be willing to allow the Town an easement for the ditch which must be present for the Town to spend any money on the maintenance of the ditch. All of the involved citizens agreed that was a good idea except Mr. Larry Fulfer who owns the largest portion of the ditch and who stated he would not give an easement to the town. With this being the case Mayor Chittick asked the town attorney, Trey Ferguson, his opinion on helping pay for clearing the ditch and maintenance. Trey explained that the town

cannot take on maintaining private ditches without offering the same to all citizens and that it is not recommended.

Commissioner Tyndall added that he recalled when, as a student at Bridgeton Elementary, he recalled they're being a drain that exited at the river where they would catch turtles. He asked Mr. Howard to move forward with determining if there might be a drainage tile that is stopped-up, blocking flow. Update. We did contact the School Board and determined that the School System Plans do not show drain tiles in that area but it's likely that it may have existed before the demolition but was filled when the school system tore the building down. We also asked Hydro Service to attempt line locates all of which failed to locate another drain line.

Mayor Chittick asked if there was any new information on the renaming of A, B and C Streets: Commissioner Tyndall explained how the postal service is not allowing a large section of the Town access to local PO Boxes at their office. They are supposed to honor any resident within a quarter of a mile access but this not what's happening. By renaming the streets we can simplify the confusion that comes with duplicate New Bern addresses for A – E streets in Bridgeton. He explained that he is still moving forward on this.

Mayor Chittick asked for the board to review the Bills for the Town. No discussion, Motion by Commissioner Tyndall, seconded by Commissioner Alexander – All in favor passed.

Norma Yanez with GFL next discussed an issue with our contract where we need to sign an interlocal contract with them for them to continue picking up our trash cans using the stickers. Based on a recommendation by the board, Town Attorney, Trey Ferguson was asked to put the information together to have Bridgeton join the Interlocal Agreement. Commissioner Tyndall made a motion to accept having Trey put this together, Commissioner Tremblay seconded the motion – all in favor - motion carried.

The mayor next asked the board to allow for the hiring of a new Fire Inspector – Commissioner Tyndall Made the motion and Commissioner Alexander seconded the motion. Update we have a candidate that was recommended by Jeff Holzbach – Mr. Danny Hill. Bill Howard is working on this now.

Mr. Seth Anderson with Rivers and Associates next presented the information on the 1.2 Million Dollar Grant for the Sewer Pump Station refurbishment. Rivers and Associates is working on getting the approval for the Request for Funding from the NCDEQ requesting 15% of the funds up front for engineering costs to put the project together. Seth explained that he is working with Kevin with Hydro Services to develop a time/cost factor analysis for Kevin's part of the project. This involves Kevin listing what is at risk, what are the priorities, such as generators at the school, etc. Seth sent all this information up to Aaron last week and they are actively going through it now. April 1, 2025, is the deadline for submitting this information and the

project will likely take this long before we can start taking bids on getting the work done. All project monies must be spent by the end of 2026. It must be advertised, and 3 bids are required, and this will likely lead to a single vendor doing this work. Finally, the Town will need to have another board meeting to approve the final selection. Commissioner Alexander asked about the cost of having Kevin do some of this work and if it would be paid for by the grant. Seth explained that that is separate and will be an admin cost to the town, not the grant. Commissioner Tyndall asked that Seth and Rivers and Associates keep a running expense list for Hydro Services based work that the Town can use to track these expenses, so we are not caught off guard. Seth stated he would work with the Town Staff to track this. Mayor Chittick asked that he work with Commissioner Alexander and Bill Howard on this. Trey explained that Aaron has not yet completed the full review of the contract and asked that the Board make a motion to allow the passing of the contract approval based on his final review and report to the board. Commissioner Tyndall made a motion to accept Aaron's suggestion, Commissioner Wilson seconded the motion, all in favor the motion carried. Seth added that he plans to have any remaining information to the town in the next two weeks which includes CCTV line viewing to local vendors.

Mayor Chittick next asked about a request he had to have the payroll run completed on the 1<sup>st</sup> of each month. Commissioner Tyndall brought up a notice that was included in town employee paychecks that none of the Commissioners had been made aware. Mayor Chittick asked if we could complete this first. Commissioner Tyndall made a motion to approve the 1<sup>st</sup> as the official date for each payroll check distribution, Commissioner Alexander Seconded the motion – all in favor the motion carried. Commissioner Alexander also asked that he be involved when we begin training on Payroll as there is likely a way to do this that may already be built into the software.

Mrs. Susan Luper explained to the board that the swings for the park will be delivered next week, and they are working out the installation timeline. She also explained that she wants to check on the park budget to see if we can purchase roundup to spray on the area before placing the mulch to keep weeds from taking it over. She was asked to speak with the mayor on the following day.

Mayor Chittick asked that they go into closed session, Commissioner Tyndall made a motion to go into closed session, Commissioner Alexander seconded the motion, All in favor, closed session was approved. Called a special closed meeting for Attorney Client Privilege communications.

Closed Session minutes will be reviewed during next meeting.

Motion to adjourn the closed session: Tyndall Seconded: Tremblay

Adjournment

Motion: Alexander

Second: Tyndall

Time: 8:29 PM

---

Approved: John Chittick, Mayor

William Howard, Zoning Administrator