

**TOWN OF GRIFTON
BOARD OF COMMISSIONERS
WORKSHOP MEETING**

April 1, 2014

Present: Mayor B.R. Jackson; Commissioners E.F. Albritton, Mary Grace Bright, Will Barnes, Mike Coles, Sammy Whitehurst; Manger Joe Albright

Absent: None

Mayor Jackson called the meeting to order.

Mayor Jackson led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Recognition of Persons to be Heard: None

Discussion Items

1. *Pitt County Board of Health Request – Tobacco Free Parks – Resolution 2014-04*

Ms. Andrea Swain, Community Transformation Grant Property Coordinator, came before the Board to give a presentation on Tobacco Free Policies and Parks. She stated that Pitt County is working on a countywide rule to make all public parks tobacco free. The County is asking for Grifton's support in this ruling. Enforcement was discussed and Ms. Swain stated that it is more about compliance than enforcement. She also stated that all Towns that support the rule will receive signage, urns, and educational information through the Grant.

Ms. Swain thanked the Board for the opportunity to speak with them concerning this issue.

The Board thanked Ms. Swain for her presentation.

Manager Albright informed Ms. Swain that no action is taken at the workshop meetings and any action taken would be at the next regular Board meeting.

2. *Mid-East Commission Annual Report – Timmy Baynes*

Mr. Timmy Baynes, Executive Director with Mid-East Commission, came before the Board to present the Annual Report. He spoke of the services provided and Grifton's return on Investment numbers. He also stated that their goal is to be a resource to Local Governments. He also stated that they appreciate the support and partnership with the Town of Grifton. He informed the Board that all meetings are held the 3rd Thursday of the odd number months at 6:30p.m.

The Board thanked Mr. Baynes for this presentation.

3. *Pitt County Flood Damage Prevention Ordinance – Resolution 2014-05*

Manager Albright stated that we contract with the County to administer our flood plain ordinance. The ordinance has been updated so we need to adopt a new resolution.

Manager Albright recommended this item be put on the consent agenda at the next regular meeting. The Board agreed.

4. *Sewer Lift Station Telemetry – Quotes*

Manager Albright presented the quotes for the Telemetry system for the Sewer Lift Stations that were discussed at the retreat in February. Manager Albright stated that because we do not have an electronic monitoring device the stations have to be checked daily. This daily check takes up a considerable amount of an employee's time. He has done the calculations and feels that there will not only be a cost savings but will increase production because it will free up the employee to do other things. Manager Albright would also like to purchase the system in the current budget year because the funds are now available. Manager Albright recommended this item be put on the consent agenda at the next regular meeting. The Board agreed.

5. *Fiscal Year 14/15 Budget Workshop – Set Date*

Manager Albright recommended May 6th @ 6:00p.m. to hold the budget workshop. He also recommended this item be put on the consent agenda at the next regular meeting. The Board agreed.

Manager's Updates

1. Manager Albright informed the Board that it is his intent to apply for a County EDC Grant to fund the Grifton Magazine. He stated that he would be doing this in the next 30 days. He has been informed that the Magazine qualified for the Grant and will be in the amount of \$5000.00.
2. Manager Albright informed the Board that he has met with Executives from Suddenlink Cable and it is their intent to make a filing with the State for a franchise to operate cable, telephone, and internet service. If this happens it will provide Grifton with higher internet speed at a lower cost. Suddenlink hopes to be finished with the installation by the end of the month. However, the phone service will not be until sometime in August.
3. Manager Albright informed the Board that we have been offered to take possession through donation of 40+ residential lots that are currently owned by Don and Ed Casey. The owners are having a hard time finding someone to purchase the property without owner financing and would like to donate the property to the Town of Grifton instead. The property has been appraised and most of the property is on Casey Drive. The property was subdivided years ago but never developed. Manager Albright would like for the Board to give him 30 days before making a decision to give him time to do due diligence. He would like to speak with the Engineers concerning this property and see what ideas they have. He would also like to hear any ideas the Board may have concerning this area.
Commissioner Coles stated that he is not in favor of the Town getting into the development business.
Commissioner Whitehurst stated that if we have ownership of the property then we would have easement rights to the ditches.
Commissioner Bright asked if there were any stipulations on the Town selling the property.

Manager Albright stated that the property would be donated free and clear. Commissioner Barnes asked what process we would use to sell the property. Manager Albright responded by saying there are 3 ways to sell the property and they are; the bid process, auction, and upset bid process. Manager Albright stated that if we were to sell the lots it would be his recommendation to do the upset bid process. The Board gave Manager Albright the 30 days requested.

4. Manager Albright gave an update on recent actions taken by the CMSD Board. He stated that 18 months ago sewer flow meters were installed in strategic areas in order to give Mr. Smithwick, Manager at CMSD, the opportunity to see what the flows were at each station. The idea was for it to be done so they would know the flows of the 3 Towns. The Board felt it would be a good idea to see the way the 3 towns pay for their share to operate the Sewer Plant. It was agreed in principal at the time that a strictly flow based method was the way to segregate cost of the 3 Towns. We charge our customers for the amount of flow that goes through the meter so the Board felt this was the way to go and the only way the Towns should pay once there was a year of data flows going into the plant. However, one of the Towns had issues with the process because their share was going up dramatically. After further discussion, it was agreed to use left over money from the last round of the sewer plant upgrades to put in additional flow meters that would further isolate flows and build more credence to flow meter charges. The Town against the procedure were concerned that the areas the flow meters were installed would not give completely accurate predictions of whose flow was whose. The Board also agreed to have an outside consultant come in and look at what was being done and any future cost of plant operations and help come up with a way to transition into a flow based billing system for the 3 Towns. The study was done and at the end of the process 9 additional flow meter will be installed in the next few weeks. The CMSD Board voted to go ahead and implement the recommendations of the study and what the recommendations are is that we would go to strictly a flow based billing system beginning July 1. There will also be a 3 year transition period so that particular Town was not hit so hard all at one time. What it means for Grifton is that our share of flow will be the same as the formula that is now currently being used.

Commissioner Comments

Commissioner Bright expressed her concerns about the tree at the end of the shelter on the Town lot. She asked if we could have someone take a look at it and see if it is diseased and needs to come down.

Mayor Jackson feels any money spent on having someone look at the tree would be wasted. He feels the tree needs to come down because it is hollow and limbs will continue to fall on the shelter.

Commissioner Coles stated that will have a friend that is an arborist to take a look at the tree and give his opinion at no cost to the Town.

Mayor Jackson would like to make this process a speedy one.

Commissioner Bright thanked Mayor Jackson for attending and speaking on the Board's behalf at the Pitt County Commissioner Meeting.

Commissioner Albritton also thanked Mayor Jackson for attending the meeting.

Commissioner Whitehurst asked Manager Albright to take a look at the catch basins on the corner of Country Club Drive and Fairway Drive.

Commissioner Barnes asked Manager Albright to take a look at the end of Lehman Drive. He stated there is a good 8 to 10 inch drop at the street.

Commissioner Bright asked if we need to talk with the police department about reporting these problems. She feels town employees should be reporting and taking care of such issues.

Commissioner Barnes stated that he is all for the smoke free parks. The only issue he had was that no matter what the Town of Grifton's opinion is the County still will do it anyway.

Commissioner Whitehurst agreed with Commissioner Barnes' statement.

Commissioner Albritton mentioned the pot holes. He also stated that someone had advised him that there may be an unauthorized car wash business on Charles Street.

Commissioner Whitehurst made a motion to adjourn. The motion was seconded by Commissioner Barnes. The motion was carried unanimously.

There being no further business the meeting was adjourned.

Respectfully Submitted

Angel Hudson

Town of Grifton