



**TOWN OF GRIFTON  
BOARD OF COMMISSIONERS  
REGULAR MEETING**

Tuesday, December 13, 2011  
7:00 PM

**AGENDA**

- A. Meeting Called to Order
- B. Pledge of Allegiance to the Flag of the United States of America
- C. Approval of Minutes (November Workshop and Regular meeting) *Page 6*
- D. Recognition of Persons to Be Heard (**NOTE: Comments are limited to 5 minutes per person. Everyone addressing the Board shall first state their name and their residential physical address**).
- E. Discussion/Action Items – Old Business
  - 1. FY 2010-2011 Audit Presentation – Dean Horne *Attached*
  - 2. Confirmation of Phone Poll – Ayden-Grifton High Football Championship
- F. Consent Agenda
  - 1. Law Enforcement Mutual Aid – Resolution No. 2011-08 *Page 11*
  - 2. Police Vehicle Installment Purchase Agreement – Resolution No. 2011-09 *Page 13*
  - 3. Depot Roof Repair – Resolution No. 2011-10 *Page 18*
  - 4. Queen / Prince Street Drainage – Resolution No. 2011-11 *Page 22*
- G. Special Presentations
  - 1. Public Service Award

H. Swearing In Ceremony

- Commissioner E.F. Albritton
- Commissioner William K. Barnes Jr.
- Commissioner Mary Grace Bright

I. Discussion/Action Items – New Business

1. Selection of Mayor Pro-Temp

J. Commissioner's Comments

K. Adjourn.



December 13, 2011

## **MEMORANDUM**

TO: Mayor and Commissioners

FROM: Joe Albright, Interim Manager

SUBJECT: Manager's Comments for December Regular Meeting

*Below I have attempted to summarize and provide explanation for each agenda item.*

### **Item E: FY 2010-2011 Audit Presentation**

At this time, Deane Horne of Pittard Perry & Crone will present the financial audit for the 2010-2011 fiscal year.

### **Item E-2: Confirmation of Phone Poll – Ayden Grifton Football Championship**

An official vote of the Board is necessary to confirm the results of a phone poll conducted on Thursday December 1<sup>st</sup>. The purpose of the phone poll was to get Commissioner votes on whether or not to participate with the Town of Ayden to off-set some of the costs of transporting the Ayden-Grifton Football Team to Winston-Salem for the State Championship Game. The Town of Grifton's share in the cost is expected not to exceed \$1,500. All Commissioners polled responded in the affirmative with the exception of Commissioner, whom was unable to be reached. I recommend an affirmative vote to ratify the phone poll.

**Item F-1: Law Enforcement Mutual Aid – Resolution No. 2011-08**

The North Carolina Department of Justice has recommended that local governments update and/or adopt a resolution authorizing our Police Department to enter into mutual aid agreements with other agencies. This is standard procedure and I recommend approving this item via the consent agenda.

**Item F-2: Police Vehicle Installment Purchase Agreement - Resolution No. 2011-09**

As you will recall, at the 2011 Board Retreat, the Board discussed and agreed that the Police Department needed to replace one of its police cruisers. Subsequently, the necessary funds for the first annual installment were budgeted for the current year. Thus, I have secured a proposal from our local bank for the financing of the purchase. I recommend approving this item via the consent agenda.

**Item F-3: Depot Roof Repair – Resolution No. 2011-10**

As you know, the rolled tin roof on the Depot sustained damage as a result of Hurricane Irene. Since then, I have been trying to secure bids for repair. An insurance claim was filed, adjusted, and paid in the amount of \$11,647.59. However, because of the limited number of contractors that deal with rolled tin coupled with the explosion of roofing repair work available because of the Hurricane, I was unable to secure more than one bid. I have attached a spreadsheet listing the contacts made seeking bids. Because of these factors and given the fact that the one bid received is less than the adjudicated insurance claim, I am requesting authority to proceed with the roof repairs. I recommend approving this item via the consent agenda.

**Item F-4: Queen / Prince Street Drainage – Resolution No. 2011-11**

As a result of Hurricane Irene, approximately 120 linear feet of concrete drain tile located near the intersection of Queen and Prince Streets was damaged and rendered ineffective. FEMA will be reimbursing the Town in the amount of \$5,200 for repairs to this tile. I am requesting the authority to proceed with bidding the project, selecting the contractor, and seeing the repairs completed. I recommend approving this item via the consent agenda.

**Item G-1: Grifton Public Service Award**

At this time on the agenda, Mayor Jackson will present Public Service Award to Ardathy “Date” Spikes, in recognition of her service as a Commissioner.

**Item H: Swearing In Ceremony**

Town Clerk, Angel Hudson will receive the oaths of office from newly elected commissioners Albritton, Barnes, and Bright.

**Item I-1: Selection of Mayor Pro-Temp**

The Board will need to select a Mayor Pro-Temp from its sitting members to serve in official capacity in the Mayor’s absence.

*I have attached the monthly reports from Police, Utilities, and Library. Also included are the November financials and the FY 2010-2011 Audit.*