

**TOWN OF GRIFTON
BOARD OF COMMISSIONERS
SPECIAL MEETING
FEBRUARY 18, 2011**

Present: Mayor Billy Ray Jackson; Commissioners Ardathy Spikes, Buddy Albritton, Richard Hill, Sammy Whitehurst, Alton Clements; Manager Joe Albright, Clerk Angel Hudson

Absent: None

Mayor Jackson called the meeting to order.

Purpose of the meeting was to hold the annual Grifton Board of Commissioners Retreat to discuss the 2011/2012 budget preparation and needs.

Introduction and Review of Packets

Manager Albright presented the packets and briefly explained the contents.

Discussion of Police Department

Chief Bryan Cauley presented an overall yearly police report and stated that the need for a new police car, salary adjustments, and an investigator position was very much needed at the police department.

Public Utilities Report

Utilities Superintendent , Robert Williams, stated to the Board the need to move a water line from under the bridge and he also stated there is a severe need for another person at the utilities department.

CMSD Report

Chuck Smith, CMSD manager, came before the Board to present an overview of CMSD operations along with the obligations for the next 20+ years.

Town Hall/Administration Report

Manager Albright gave a brief update on fiscal analysis and Fund Balance. He also brought to the Board's attention the much needed repair of the Town Hall roof and other building maintenance issues throughout the Town. He stated that Alicia Arnold, the management assistant/intern from ECU, has been a great asset and hopes to continue each year with an intern. He touched on personnel, retirement benefits, and overtime that is being accumulated. Manager Albright also informed the Board that he would be bidding out contracts for Envirolink, Clegg's Pest Control, and Cannon's Septic Tank Service.

NC STEP Update

Alicia Arnold gave a brief overview of the NC STEP update. She discussed downtown improvements and revitalization, economic development, marketing, eco-tourism, the façade grant program, and parks and recreation.

STREETS AND SIDEWALKS

Manager Albright discussed a street condition assessment, development of a paving schedule for town maintained streets and the financing options for these projects.

PLANNING AND ZONING

Manager Albright talked about the current zoning permit trends, planning Board member recruitment and retention and downtown churches.

The Board commented on how they liked the process in which this meeting was held and the information provided.

Commissioner Spikes made a motion to adjourn. Seconded by Commissioner Hill. Motion carried.

There being no further business the meeting was adjourned.

Respectfully Submitted
Angel Hudson
Town Clerk

RESOLUTION: 2011-03

AUTHORIZING THE APPLICATION FOR STATE GRANT FUNDS FOR THE TECHNICAL EVALUATION OF THE TOWN OF GRIFTON'S WASTEWATER COLLECTION SYSTEM PUMP STATIONS

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of technical evaluation of wastewater collection system projects, and

WHEREAS, The Town of Grifton has need for and intends to evaluate its wastewater collection system components in a project described as 'Wastewater Collection System Pump Station Evaluation', and

WHEREAS, The Town of Grifton intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF GRIFTON:

That the Town of Grifton, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the Town of Grifton will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.

That Joe Albright, Town Manager and successors so titled, is hereby authorized to execute and file an application on behalf of the Town with the State of North Carolina for a grant to aid in the construction of the project described above.

That the Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the Town of Grifton has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 8th day of March, 2011 at the Town of Grifton, North Carolina.



Billy Ray Jackson, Mayor



Attest: Angel Hudson, Town Clerk

SEAL

CERTIFICATION BY RECORDING OFFICER

P1895

The undersigned duly qualified and acting Clerk to the Board of the Town of Grifton does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town of Grifton Council duly held on the 8 day of March, 2011; and further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 8 day of March, 2011.


Angel Hudson, Town Clerk