



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

Tuesday, January 10, 2012
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 (December Workshop and Regular Meeting) *Page 4*
- 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. CONSENT AGENDA
 - 1. Clean Water Trust Fund Grant Application – Resolution No. 2012-01 *Page 8*
 - 2. Board of Commissioners Annual Retreat – Set Date
- F. ACTION ITEMS
 - 1. Mobile Electronic Data Terminals – Bid Award *Page 9*
- G. Commissioner’s Comments.
- H. Adjourn.



January 10, 2012

MEMORANDUM

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for the January Meeting

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

Item E-1: Clean Water Trust Fund Grant Application – Resolution No. 2012-01

As a result of previous Board discussions concerning the desire to re-route the ditch on Lewis Drive, an authorizing resolution will need to be adopted. This resolution is required by the North Carolina Clean Water Management Trust Fund and authorizes the application for grant funding. I recommend adoption of Resolution No. 2012-01 via the consent agenda.

Item E-2: Board of Commissioners Annual Retreat – Set Date

It is time once again to begin planning for the Board's Annual Retreat. Based on past retreat dates, I recommend that the Board meet on Friday, February 24th, at 8:30 AM in Town Hall.

Item F-1: Mobile Electronic Data Terminals – Bid Award

During the Board of Commissioners Annual Retreat in 2001, Police Chief, Bryan Cauley, discussed with the Board a grant opportunity for his Department. The Board agreed that the

grant should be pursued and thus, budgeted the necessary matching funds, which were to be used to put computers in the patrol vehicles. As you will recall, the grant was awarded through the North Carolina Crime Commission funded by the Federal Bureau of Justice Administration. After a comparison of available products suitable for use in a patrol capacity, it was determined that the Panasonic Toughbooks would be an ideal match. Panasonic maintains quality parts for their products for up to 10 years, allowing the opportunity for the department to maintain and upgrade these computers, as needed, for the next several years.

When installed, these computers will provide the officers access to information usually garnered from the Pitt County Sheriff's Office in a timelier manner, thereby enhancing officer safety at traffic stops and other enforcement type actions when dealing with criminal suspects. Officers will also have the opportunity to complete daily report activities on our Police Pak system in the car, keeping officers out of the office and on the streets more during their shifts.

Given the two quotes, the Chief Cauley, with my concurrence, recommends that we use the services of USAT Corporation. As prices were similar with the needed equipment, USAT Corporation is located in closer proximity to Grifton, (Chapel Hill, NC), which would allow easier access to any additional needed services provided by this company. The manufacturer has nothing but high remarks for either company as to the equipment they stock and the services they provide to end users. Therefore, I recommend that the Board award the bid to USAT Corporation in an amount not to exceed \$11,629.24.

Also included are the monthly reports from the Police Department, the Utilities Department, and the Library.