



**TOWN OF GRIFTON  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, November 8, 2022  
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:** (October 11, 2022, Regular Meeting)
- D. Manager's Report**
- E. Recognition of Persons to Be Heard** (NOTE: This is an opportunity for public comment, and we thank you for coming to the Board of Commissioners meeting tonight to share your views. We value all citizens input.  
Speaker comments are limited to a maximum of 5 minutes during the public comment period. Groups shall designate one speaker to represent the group on a particular subject matter. At the conclusion of the 5 minutes, each speaker shall leave the podium. Comments will be directed to the full Board, not an individual Board member or Staff member. Although the Board is interested in hearing your comments, speakers should not expect any comments, action, or deliberation from the Board on any issue raised during public comment period. Please state your full name and address
- F. Discussion/Action Items**
  - 1. Declaration of Surplus – 2012 Dodge Charger V6 in Police Department**
  - 2. Approval of Amendment No.1 to the Engineering Services Agreement with Wooten Company for replacement of approximately 1,100 Water Service meters with an AMR System**
  - 3. Approval of Amendment No.1 to the Engineering Services Agreement with Wooten Company for Well Rehab Project for addition of sand filter for the well.**
  - 4. Approval of Short Form Engineering Agreement with Wooten Company for engineering services related to construction plan review of subdivisions, developments, etc.**
  - 5. Budget Amendment from Miscellaneous/Insurance proceeds and ARPA Funds to purchase and replace Police vehicle**

**6. Approval of 2022 Christmas Bonuses for employees**

**7. Authorize public hearing on December 13, 2022, for rezoning request from Nicholas Hill (Alonzo Gray, Owner) to rezone a 1.84-acre tract located at Grifton Hugo Road and Skeeter Pond Road from R-14 Residential to B-1 Highway Commercial being Lenoir County Tax Parcel 38332 in the Grifton ETJ.**

**G. Commissioners Comments**

**H. Adjournment**

**TOWN OF GRIFTON  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
October 11, 2022**

**Present:** Mayor B.R. Jackson, Commissioners Angela Gay, Jessica Daigneault, Claude Kennedy, Raymond Oakes, Will Barnes, Interim Manager Mark Warren and Clerk Tina Mitchell

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.

**Approval of Minutes**

Commissioner Barnes made a motion to approve minutes as presented. The motion was seconded by Commissioner Gay. The motion carried unanimously.

On motion of Commissioner Will Barnes, seconded by Commissioner Jessica Daigneault we go into public hearing #1 The motion carried unanimously.

**Public Hearing**

1. Request from Jasmine Roberson for special use permit to install a Class B Manufactured Dwelling (single wide) at 220 Michael Court being Pitt County Tax Parcel 63729 in the Grifton ETJ.

There were no public comments.

On motion of Commissioner Will Barnes, seconded by Commissioner Raymond Oakes the Board voted unanimously to adjourn from public hearing #1.

On motion of Commissioner Angela Gay, seconded by Commissioner Jessica Daigneault we go into public hearing #2 The motion carried unanimously.

2. Request from Tammy Davis Mattis to rezone Pitt County Tax Parcel 32194 (0.78 acre) located on N.C. Hwy. 11 from B-1 Highway Commercial to R-10 Residential.

There were no public comments.

On motion of Commissioner Will Barnes, seconded by Commissioner Jessica Daigneault the Board voted unanimously to adjourn from public hearing #2.

**Presentations**

Jessica Zufolo of Harvest Beam regarding update and further installation of broadband equipment. They are continuing to expand the service to the Town Hall and the Police Department by added radios to the water tank. They also want to utilize the light post at the ball field to provide service to highway 118.

On motion of Commissioner Claude Kennedy, seconded by Commissioner Will Barnes that the Board desires to amend the contract to include these 2 items to the existing contract. The motion carried unanimously.

### **Manager's Report**

1. John Lawson Legacy Days will be held on Friday, October 21 and Saturday October 22 at the Overlook Park and the Griffon Museum.
2. The USDA Progress meeting was on September 28. We are 63 percent complete. The final completion date was set for June 4, 2022 but the project has been extended with USDA to the end of November due to the lack of materials that the contractor could obtain and the lack of labor force with the contractor. The next progress meeting will be Thursday October 27, 2022.
3. The trunk or treat that will be held at the Fire Department will be on October 29<sup>th</sup> from 6:00 P.M. to 8:00 P.M. The Town, as well as the Police Department, will be participating as well.
4. The auditors are scheduled to come in on October 24, 2022 to begin the preparation to complete the audit for last year,
5. The NCDOT has replaced the storm pipe on North Highland Blvd and improved the dip that was there and made it much smoother. There has also been some discussion with NCDOT about the landscape improvement project to improve the North Highland entrance as well as the South Highland entrance. The project was taken off the table because of covid but it has been refunded again and the plan to put the project out for bid in January. The planning and implementation will be done in March of 2023.
6. In 2019 there was a debt setoff implemented. In 2019 our delinquent debt was \$14000.00, in 2020 it was \$7393.00 and in 2021 it dropped down to \$6445.00. There has been a tremendous improvement each year on delinquent debt by modifying the cash flow and also using a collection agency.

**Recognition of Persons to Be Heard** NOTE: This is an opportunity for public comment, and we thank you for coming to the Board of Commissioners meeting tonight to share your views. We value all citizens' input. Speaker's comments are limited to a maximum of 5 minutes during the public comment period. Groups shall designate one speaker to represent the group on a particular subject matter. At the conclusion of the 5 minutes, each speaker shall leave the podium. Comments will be directed to the full Board, not an individual Board member or Staff member. Although the Board is

interested in hearing your comments, speakers should not expect any comments, action, or deliberation from the Board on any issue raised during public comment period. Please state your full name and address

1. Joseph Gray Scott Sr. of 6736 Charlotte Street shared updates with Arts in The Park events. The next event will be on November 6, 2022. Several new vendors will also be coming. Insurance policy should be finalized by the end of the week.

#### Discussion Items

1. Resolution to approve Special Use Permit to Jasmin Roberson for Class B Manufactured Dwelling at 220 Michael Court being Pitt County Tax Parcel 63729 in the Grifton ETJ.  
On a motion of Commissioner Will Barnes, seconded by Commissioner Jessica Daigneault, that this be allowed. Motion carried unanimously to approve.
2. Resolution to approve request from Tammy Davis Mattis to rezone Pitt County Tax Parcel 32194 (0.78 acre) located on Hwy. 11 from B-1 Highway Commercial to R-10 Residential.  
On a motion of Commissioner Raymond Oakes, seconded by Commissioner Will Barnes, that this be allowed. Motion carried unanimously to approve.
3. Request from Grifton Fire/Police/EMS for special Event Permit on October 29 from 6:00 P.M. to 8:00 P.M. for Halloween Trunk or Treat.  
On a motion of Commissioner Angela Gay, seconded by Commissioner Will Barnes, that this be allowed. Motion carried unanimously to approve.
4. Request from Patricia Riggs for a special Event/Parade Permit for the Grifton Christmas Parade for December 3, 2022  
On a motion of Commissioner Will Barnes, seconded by Commissioner Jessica Daigneault, that this be allowed. Motion carried unanimously to approve.
5. Budget Amendment for ARPA Funds. Manager Mark Warren presented a list of Capital items for the Police Department budget.  
On a motion of Commissioner Claude Kennedy, seconded by Commissioner Raymond Oakes, that this be allowed. Motion carried unanimously to approve.
6. Approval of Grifton Cross Connection Control Ordinance (Recommended by State)  
On a motion of Commissioner Kennedy, seconded by Commissioner Jessica Daigneault., that this be allowed. Motion carried unanimously

to approve.

**Commissioner Comments**

Commissioner Raymond Oakes ask where we are on the drainage with the hurricane season. Near Fairway Drive, It looks grown up and has a lot of water standing.

Commissioner Angela Gay mentioned that It was nice to see the news Channel recognizing the Food Pride opening soon in Grifton.

On motion of Commissioner Jessica Dalgneault, seconded by Mr. Barnes the Board voted unanimously to adjourn meeting.

Respectfully  
Tina Mitchell  
Town of  
Grifton