



**TOWN OF GRIFTON**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**Tuesday, September 12, 2023**  
**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:** (August 8, 2023, Regular Meeting.)
- D. **Manager's Report**
1. Monthly 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. **Special Presentation**
- Mr. Mark Warren – In appreciation for dedication and commitment to our community and its citizens from the Town of Grifton (**Interim Town Manager, 2018-2023**)
- G. **Discussion Items**
1. Consideration in establishing a Memorandum of Agreement (MOA) with NCDOT for the removal of Debris from State Maintained Roads within the Town of Grifton's jurisdictional boundaries in the event of a declared emergency as a result of a hurricane.
2. Authorize a public hearing on the following requests and recommendations from the Grifton Police Department to revise the Town's local ordinance 72.00 – 72.11 for the October 10, 2023 meeting:

- Parking of Commercial, Industrial and Construction Trucks within the Business District.
3. Consideration to accept an offer to purchase from Johnson Land and Farm, LLC the Town of Grifton's property in Pitt County: Parcel Number 9125 Acre(s): 33.28.
  4. Consideration to allow the use of St. David Street Park to host a movie night for the community on 9/30/2023 at 7:30.

**H. Commissioners Comments**

**I. Adjournment**



September 12, 2023

**Memorandum**

To: Mayor and Commissioners

From: Oryan D. Lowry, Town Manager

Subject: Manager's Comments for August 8, 2023, Regular Meeting

**Item E-1:**

The Groundwater Management Branch (GWMB) from the NC Department of Environmental Quality (DEQ) will conduct sampling at the designated monitoring stations referenced by the Map attached over the next few months.

**Item E-2:**

Update on St. David Street Park -sinks and toilets have been replaced, working on the specifics in regards to the Door replacement, ceiling/floor improvements.

**Item E-3:**

The Town of Grifton's annual audit began on Tuesday the 5<sup>th</sup> of September and should conclude by the 15 of September (**Closing out 2022-2023 Budget Year**)

**Item E-4:**

Dates to remember: Ayden Grifton Homecoming Football Game is Friday September 22, 2023

30 Sept. 2023 Community Clean-up and (Movie Night St. David Street Park)

October 20 & 21, 2023 (John Lawson Legacy Days)

Arts in the Park 1<sup>st</sup> Sunday in October on the 1st

Shad Festival Chili Cook-Off Oct. 28<sup>th</sup>

**Item E-5:**

I will be attending the NCRWA Leadership Summit in Cherokee, NC Sept. 13-15 2023

**TOWN OF GRIFTON**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**TUESDAY, AUGUST 8, 2023**

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

**Absent:** Commissioner Will Barnes

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

**Manager's Report**

Monthly Manager's Report

- 1) The Town of Grifton's Tank maintenance contract will remain the same from last fiscal year 2023.
  - 2) Met with the Director of Pitt County EMS to discuss the possibility of transitioning to the County 911 service.
  - 3) The Town of Grifton will host a back-to-school social for Teachers and Staff at the Town Depot on Monday August 21<sup>st</sup> from 11:30 AM to 1:00 PM.
  - 4) Phase 2 portion of Lane Farms will no longer be moving forward due to a land purchase.
  - 5) A revised copy of the Lease agreement will be typed for your review.
- "NO CHANGES"

**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 the public comment period. Please state your full name and address

- 1) Kaston Grant of 640 Village Drive shared that she has noticed that there have been some severe accidents at the intersection of HWY 11 and Hanrahan Road. She recommends that it be made a no U-turn zone if possible.

**Presentation**

- 1) Presentation from Mrs. Desha Hollowell with Globe Life and Legal Shield.

Mrs. Hollowell shared that she is with the Company Globe Life, and they work with a lot of Towns, Townships and Counties and would like to share the benefits they offer. She covered several products they have to offer along with a pricing guide for employees. Mrs. Hollowell offered her business cards to

anyone that would like to call her for more information.

- 2) Presentation from Mr. Shimura Hardy to build a practice field on Town allocated/owned property from FEMA and to ask for sponsorship from the Town of Grifton.

Mr. Hardy is requesting the use of the town property for a football team. He shared that he wants to make a difference in the community by getting the kids off the street and on the field. He is looking to partnership with the middle school and high school. Mr. Shimura wants to give these guys a second chance and get them back to college.

### **Discussion Items**

- 1) Consideration to renew a lease between the Town of Grifton "Owner" and Contentnea Adventures, LLC "Tenant."

On a motion of Commissioner Kennedy, seconded by Commissioner Daigneault that this be allowed. The motion carried unanimously.

- 2) Consideration to adopt the revised Personnel Policy and Procedure manual for the Town of Grifton that includes an updated social media policy.

On a motion of Commissioner Kennedy, seconded by Commissioner Oakes, that this be allowed. The motion carried unanimously.

- 3) Consideration for the Town of Grifton to participate in the Low-Income Household Water Assistance program (LIHWAP)

Manager Oryan Lowry stated that he reached out to the director of DSS to confirm the effective dates on the contract which were 12/01/2022 to 11/30/2023. He shared that if we were to enact this contract then it would only be for a few months, so he reached out to her about this, and the director is going to get a revised contract. Manager Oryan Lowry asked that we table this until he gets everything squared away with DSS.

On a motion of Commissioner Kennedy, seconded by Commissioner Gay that this be tabled. The motion carried unanimously.

- 4) Consideration to accept an appropriation of \$3,000.00 for the Grifton Public Library for Fiscal Year 2023-2024. Agreement must be returned prior to the release of the Grant Funding.

On a motion of Commissioner Kennedy, seconded by Commissioner Oakes, that this be allowed. The motion carried unanimously.

- 5) Consideration to accept an appropriation of \$5,000.00 for the Grifton Civic Center for Fiscal Year 2023-2024. Agreement must be returned prior to the release of the Grant Funding.

On a motion of Commissioner Kennedy, seconded by Commissioner Daigneault that this be allowed. The motion carried unanimously.

### **Commissioner Comments**

Commissioner Kennedy asked about the doors at the park. Manager Oryan Lowry said that he has received two quotes and he feels that we should go with the lower estimate. With the direction of Commissioners, He thinks that we should get them started on the repairs.

Commissioner Oakes asked about the tree limbs that were hanging over the sidewalk at the Speedway. He asked if it was the Towns responsibility or the business. Oryan shared that he would

reach out to Speedway about this issue. Manager Oryan Lowry also shared that as a follow up from Commissioner Oakes comment from last month on the weeds growing up in the pond, they did spray for the duck weed and the overhanging branches on Brassie Drive. Commissioner Oakes added that there are tree roots that pushed up the asphalt on Niblick and further up there is a pothole as well. Mayor B.R. Jackson added that the patch on Main Street at the water main needs to be fixed as well.

Commissioner Daigneault shared several activities that are coming up. Grifton Baseball are doing signups and need sponsorships. Also, August 14<sup>th</sup>, from 8:00 to 11:00 the Grifton School is doing their community clean-up day. The Grifton Free Will Baptist Church will be having a back-to-school bash on August 19<sup>th</sup> from 10:00 to 12:00. The Ayden Grifton JV Football team is taking donations for water and snacks as well as Varsity. Volleyball season kicks off tomorrow as well.

Commissioner Gay asked if we received a follow up on the Veterans housing. Manager Oryan Lowry said yes, we have approved the plot map. He made an offer on the property and will be closing in the next couple of weeks. Commissioner Gay asked if it were going to be 2 or 3 houses. Manager Oryan Lowry said that based on the plot map, it will be 5 houses.

Mayor B. R. Jackson states that when Municipalities are allowed by general statute 143-318.11 to go into close session with personnel issues and during a closed session.

## **Adjournment**

On a motion of Commissioner Kennedy, seconded by Commissioner Daigneault that this be allowed. The motion carried unanimously.

Respectfully,  
Tina Mitchell  
Town of Grifton