**MINUTES**

**Town of Atkinson**

**Regular Meeting**

**December 3, 2020 – 7:00 PM**

**Honorable Mayor Wendell Newkirk; Honorable Mayor Pro tempore Dee Turner; Commissioner Denise Lewis; Commissioner Bryan Stewart; Commissioner Gary Alsup**

**Town Clerk, Becky Lanier**

**Robert Kenan, Town Attorney**

**(Mayor Newkirk, all commissioners, Becky Lanier, Town Clerk and Robert Kenan, Town Attorney were in attendance)**

1. **Honorable Mayor Wendell Newkirk called the 11/05/2020 Regular Meeting to order.**
2. **Commissioner Gary Alsup led Prayer.**
3. **Commissioner Denise Lewis led the Pledge of Allegiance.**
4. **APPROVAL OF MINUTES:**

**\*Commissioner Dee Turner made motion to approve 11/05/2020 regular meeting minutes with the change of Cloud System on pg. 6 to Water System Software. Commissioner Bryan Stewart second and the motion carried.**

**\*Commissioner Dee Turner made motion to approve 11/05/2020 Closed Session minutes Commissioner Gary Alsup second and motion carried.**

**\*Commissioner Dee Turner made motion to approve 11/24/2020 Emergency Meeting minutes Commissioner Gary Alsup second and motion carried.**

**Public Comments:**

**Leslie Woer has concerns about the speeding on Henry St. and Railroad St.**

**Leslie Woer inquired about Donald Sullivan building the Old Drug Store, possibly purchasing the property or just fixing it up to make the town look better. She also asked about Maulin Patel’s building. Attorney Robert Kenan advised Leslie that Donald Sullivan’s property was tied up in litigation**

**Leslie Woer asked about the property at 801 Stringfield house, Jason Turner said the homeowner will not sign the paperwork for the Fire Department to burn the house also the homeowner is responsible for having the house checked for asbestos.**

William Rivenbark:

A total of 9 Permits were issued in 2020.

Mr. Rivenbark spoke with Jonathan Brewer and told him that before he could obtain a care of occupancy, he had to have everything in tack before it could be issued. Meaning the under pinning and all necessary things leading up to a C/O.

Mr. Rivenbark discussed that Dennis Yancey who purchased a house on 301 Red Cross St, would like to put to Connex containers for storage only. Mr. Rivenbark stated that there was no ordinance stating that Mr. Yancey couldn’t put these containers on his property.

Mr. Rivenbark stated that he would be retiring in the near future, and the Town needs to start looking for a new inspector.

**Fire Department Report:**

Chief Jason Turner gave the Fire Response Report for November 2020

Total Month Calls =11 Year Total=152

Town Calls=1 Outside town calls =10

Illegal Burn =1 Structure Fire=1

Wreck=2 Mutual Aid=1

Down Tree=1 EMS Assist =3

Public Assist=1 Smoke Alarm=1

We are working a regional grant for radio replacements through Bladen County Fire Association.

Closing out paperwork/reports with NC State Emergency Management for Hurricane Florence.

We have a live burn (house @ 166 Estate Dr.) we are preparing the paperwork for a possible burn date in mid-January.

Our 16’ boat is now in service.

Building damage repair update, structural repair completed, garage door will be installed next week.

**Financial/Clerk Report:**

Becky Lanier presented two estimates to have to floor replaced in the Town Hall Building with LVP the rooms to be replaces were the foyer and office.

1st one was from Cape Fear Flooring in the amount of $6298.25(labor, install & flooring)

2nd one was from Strickland Flooring in the amount of $2700(labor only) (Town would have to purchase the flooring)

The Discount House in Wilmington had LVP 20 mil flooring (light grey color) for $1.89 sq. ft. x 740sq.ft=$1398.60x7%=$1514.12

**Motion made by Commissioner Bryan Stewart to go with Strickland Flooring and purchasing the flooring form the Discount House and to add the bathroom and Sheriff’s Office. 2nd by Commissioner Gary Alsup, motion carried 4-0**

The Board decided to go with Strickland Flooring and to purchase the floor form Discount House and to add the bath room and the Sheriff’s Office which added a total 132 sq. ft. to the flooring total which brought it to 872 sq. ft. We needed 32 boxes to complete the remodel that total came to $1794.51. Also adding to bathroom and Sheriff’s Office Strickland Flooring estimate went up $400 so now it’s $3100. **Project total $4,894.51 the Project will start January 11, 2021**

Also Becky Lanier introduced the newly adopted Payroll Schedule.

**Library Report: Commissioner Gary Alsup**

The Library had for the month of November:

40 Visitors 23 books checked out 0 Library Cards issued

**Maintenance/Water Report: Commissioner Bryan Stewart & Cary Rivenbark, Maintenance Foreman**

Commissioner Bryan Stewart read the Monthly Activity Report form Envirolink, Inc.

Cary Rivenbark reported that he had flushed the hydrants, installed water meter at 120 N. Alderman

St, picked up leaves twice around town hall, Checked Christmas Snowflake light bulbs there was 388 bulbs that needed replaced and he ordered 400 replacement bulbs and installed burned out bulbs, November 28th Clint Lanier brought the bucket truck from Security Plus Electrical and him and Cary hung Snowflakes on light poles.

**Old Business:**

**Road Repairs/Update:** Commissioner Dee Turner stated that DOT came and started, but DOT had equipment failure and they would be back soon to resume the job started.

**Replacement of Town Street Signs:** Mayor Newkirk stated that Jessie with DOT is to call about placement of signs.

**Meter Reading Software Update:** Commissioner Dee Turner reiterated that we are getting the elite package at the economy rate

**New Business:** None to report at this time.

**Motion made to go into closed session by Commissioner Denise Lewis 2nd by Commissioner Bryan Stewart motion carried 4-0**

**Closed Session started at 7:55 pm (notes separate)**