

**Town of Atkinson**  
**Regular Monthly Meeting**

**April 3, 2025 – 7:00 PM**

**Honorable Mayor Gary Alsup, Mayor Pro Tempore Bryan Stewart, Commissioner Denise Lewis**

**Commissioner Penny Stith**

**Town Clerk, Becky Lanier**

**Town Attorney Robert Kenan**

**Attendance:**

**Honorable Mayor Gary Alsup**

**Mayor Pro-Tempore Bryan Stewart**

**Commissioner Denise Lewis**

**Commissioner Penny Stith**

**Town Clerk/Finance Officer Becky Lanier**

**Town Attorney Robert Kenan - Absent**

- 1. Mayor Alsup called the 4/03/2025 Regular Meeting to order at 7:00 pm**
- 2. Mayor Alsup led the prayer.**
- 3. Commissioner Denise Lewis led the Pledge of Allegiance.**
- 4. APPROVAL OF MINUTES:**
  - ***2/6/2024 Regular Meeting: Motion to approve January 2, 2024, minutes was made by Commissioner Lewis and seconded by Commissioner Stewart. Motion carried 3-0***
- 5. Approval of the Agenda:**
  - ***Motion to accept the agenda with changes was made by Commissioner Stith and seconded by Commissioner Stewart, Motion carried 3-0***
- 6. Auditor Wade Greene**
  - **Mr. Greene presented the 2024 Audit**
- 7. Public Comments:**
  - **Detective Sgt. M. Lobel**

- Detective Lobel wanted to let the Town of Atkinson know that he has been assigned to the Atkinson area.

8. **Public Information:**

- Not currently.

9. **Financial/Clerk Report:** (Becky Lanier, Town Clerk)

- Let the board know about the Pender County Municipal Association Dinner.

10. **Old Business:**

- **Cafeteria:**
  - Need to have a plan drawn up for the remodel. Once the plan is drawn, we can put it out for bids. Mr. Combs is in the process of designing a floor plan.

11. **New Business:**

- **Sewer:**
  - Mayor Alsup and Commissioner Stewart met with the Pender County Manager, Michael Silverman. They explain that having a sewer run through the town would be beneficial not only to the town but to the citizens. The board asked if they could have someone from the county come and present it at the next meeting, May 1<sup>st</sup>.
- **Ray Ramos:**
  - Ray Ramos presented a letter of interest for a seat on the Board of Commissioners.
  - ***Commissioner Stewart made a motion to accept Ray Ramos' letter of interest for a seat on the Board of Commissioners, Commissioner Stith seconded and Motion Carried 3-0***

12. **Inspections Department:** (Inspector Louis Hesse)

- Building:
- Fire Inspections:

13. **Planning Director:** (Gilbert Combs)

14. **Fire Department:** (Fire Chief Doyle Retherford)

- See attachment.
- Request for Qualifications
  - Chief Retherford presented the request for Qualifications to the Board of Commissioners.
  - ***Commissioner Stith made a motion to table the Request for Qualifications to the May 1, 2025, meeting Commissioner Stewart seconded the Motion Carried 3-0***

15. **Parks and Recreation:** (Denise Lewis)

- The 8U and 10U Ball Team are using the ball field, and they would like to know if they could build the dugouts back at their expense.

- Commissioner Stewart made the motion to let the ball team put dugouts back at the ball field Commissioner Stith seconded the motion carried 3-0

**16. Library Report: (Commissioner Gary Alsup and Commissioner Penny Stith)**

- Atkinson Library Monthly Report given by Joseph Lee

**17. Maintenance Report: (Commissioner Bryan Stewart)**

- Michael Caudill with Envirolink made sure to get all past due and current water reports to the town.

**The motion to adjourn the meeting was made by Commissioner Stith and seconded by Commissioner Stewart. Motion Carried 3-0 Meeting ended at 7:46 pm**