

Town of Atkinson
Regular Monthly Meeting

March 6, 2025 – 7:00 PM

Honorable Mayor Pro Tempore Bryan Stewart; Commissioner Denise Lewis;

Commissioner Gary Alsup; Commissioner Penny Stith

Town Clerk, Becky Lanier

Town Attorney Robert Kenan

Attendance:

Mayor Pro-Tempore Bryan Stewart

Commissioner Denise Lewis

Commissioner Penny Stith

Commissioner Gary Alsup - Absent

Town Clerk/Finance Officer Becky Lanier

Town Attorney Robert Kenan

1. Mayor Pro-Tem Bryan Stewart called the 3/06/2025 Regular Meeting to order at 7:00 pm

2. Commissioner Denise Lewis 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 Stith and seconded by Commissioner Lewis. Motion carried 3-0***

5. Approval of the Agenda:

- ***Motion to accept the agenda with changes was made by Commissioner Lewis and seconded by Commissioner Stith, Motion carried 3-0***

6. Motion to go into Public Hearing

- **Commissioner Lewis made a motion to go into Public Hearing Commissioner Stith seconded. Motion Carried 3-0**

7. Public Hearing:

- The Public Hearing was to go over the Atkinson Flood Damage Prevention Ordinance and approve its adoption.

8. Motion to go out of Public Hearing:

- Commissioner Lewis made a motion to go out of Public Hearing Commissioner Stith seconded, and the motion passed unanimously.

9. Motion to adopt Atkinson Flood Damage Prevention Ordinance:

- Commissioner Lewis made a motion to adopt the Atkinson Flood Damage Prevention Ordinance Commissioner Stith seconded the Motion Carried 3-0

10. Public Comments:

- Not currently.

11. Public Information:

- Not currently.

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

- Need to get our Powell Bill Map redone. Powell Bill monies will pay for it.
- Robert Kenan suggested we call Robert H. Goslee & Associates, PA out of Wallace, NC.
- Commissioner Stith made a motion to have Robert H. Goslee & Associates, PA, revise our Powell Bill map Commissioner Lewis seconded the Motion Carried 3-0

13. 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.
- Town Minutes:
 - The Clerk and the Librarian are working together to get the minutes posted.

14. New Business:

- Dates for Budget Workshop:
 - Commissioner Stith made a motion to make Wednesday, April 16th, and Wednesday, May 7th as Budget Workshop dates starting at 6 pm Commissioner Lewis seconded the Motion Carried 3-0
 - Commissioner Lewis made a motion to move the July 3, 2025, meeting to July 10, 2025 Commissioner Stith seconded, and the Motion Carried 3-0

15. Inspections Department: (Inspector Louis Hesse)

- Building:
 - Gave an update on the restaurant; Wendy Hernandez is coming along and has installed all new upgrades.
 - Vape Shop is looking for a licensed plumber
- Fire Inspections:

16. Planning Director: (Gilbert Combs)

- Mr. Combs will be reviewing the UDO and communicating with the Planning Board and the Board of Commissioners.
- Mr. Combs still searching for a remote planner.

17. Fire Department: (Fire Chief Doyle Retherford)

- See attachment.
- **Crown Victoria:**
 - **Commissioner Lewis made a motion to accept the bid on Gov.Deals in the amount of \$2025.00 Commissioner Stith seconded the Motion Carried 3-0**
- **Scope of Work:**
 - Chief Retherford presented to the town board a Scope of work for the addition to the Fire House.
 - **Commissioner Lewis made a motion to accept the Scope of Work and Commissioner Stith seconded Motion Carried 3-0**

18. Parks and Recreation: (Denise Lewis)

- No update currently.

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

- Atkinson Library Monthly Report
- Moore's Creek Battleground is abolishing its library and will donate the supplies to the Town of Atkinson Library.

20. Maintenance Report: (Commissioner Bryan Stewart)

- Send the NCDEQ a letter asking for all employees who work on our well houses and their certifications.

The motion to adjourn the meeting was made by Commissioner Lewis and seconded by Commissioner Stith. Motion Carried 3-0 Meeting ended at 8:17 pm

Commissioner Lewis made a motion at 8:20 to go back into regular session Commissioner Stith seconded the Motion Carried 3-0

Mayor:

- The Mayor is going to be Gary Alsup and is to be sworn in at the next meeting.

Commissioner & Planning Board Seats:

- The Town will post for Letters of Interest for Commissioner Seat and the Planning Board. This will be posted on the Town's website.

- **Commissioner Lewis made a motion to start accepting letters for vacant Commissioner seat and Planning Board seat Commissioner Stith seconded and Motion Carried 3-0**

Motion to adjourn meeting was made by Commissioner Lewis and seconded by Commissioner Stith Motion carried 3-0