

Town of Atkinson
Regular Monthly Meeting

June 5, 2025 – 7:00 PM

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

Commissioner Penny Stith, Commissioner Ramos

Town Clerk, Becky Lanier

Town Attorney Robert Kenan

Attendance:

Honorable Mayor Gary Alsup - Absent

Mayor Pro-Tempore Bryan Stewart

Commissioner Denise Lewis

Commissioner Penny Stith

Commissioner Ray Ramos

Town Clerk/Finance Officer Becky Lanier

Town Attorney Robert Kenan

1. Mayor – Pro Tempore Stewart called the 5/01/2025 Regular Meeting to order at 7:00 pm
2. Commissioner Ray Ramos led the prayer.
3. Commissioner Denise Lewis led the Pledge of Allegiance.

4. **APPROVAL OF MINUTES:**

- **5/1/2024 Regular Meeting: Motion to approve May 1, 2024, minutes was made by Commissioner Stewart and seconded by Commissioner Ramos. 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 Ramos, Motion carried 3-0**

6. **Pender County Sheriff's Office:**

- Sheriff Cutler answered questions from the board on contracting a Deputy for patrolling the town during nighttime hours. Captain Sanders read the statistics on the number of calls and deputies in the Atkinson area. The Town would pay

the deputies themselves, and they will receive 1099. Deputies will be covered under the county's insurance.

7. Budget Hearing:

- **Adoption of the Town of Atkinson 2025-2026 Budget Ordinance**
 - **A motion to adopt the 2025/2026 Town of Atkinson Ordinance was made by Commissioner Ramos and seconded by Commissioner Stith Motion carried 3-0**
- **Adoption of the 2025-2026 Atkinson Water System Fee Schedule**
 - **A motion to adopt the 2025-2026 Atkinson Water System Fee Schedule was made by Commissioner Stith and seconded by Commissioner Ramos Motion carried 3-0**
- **Adoption of the 2025-2026 Town of Atkinson Fee Schedule**
 - **A motion to adopt the 2025-2026 Town of Atkinson Fee Schedule was made by Commissioner Ramos and seconded by Commissioner Stith Motion Carried 3-0**
- **Adoption of the 2025-2026 Building, Zoning, and Fire Fee Schedule**
 - **A motion to adopt the 2025-2026 Building, Zoning, and Fire Fee Schedule was made by Commissioner Stith and seconded by Commissioner Ramos Motion carried 3-0**

8. Public Comment:

- **Not currently.**

9. Public Information:

- **Not currently.**

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

- **Not currently.**

11. Old Business:

- **Cafeteria:**
 - **Planning Director Combs presented a sketch of the cafeteria. The Cafeteria Committee will plan a meeting to sketch out the layout of the cafeteria.**

12. New Business:

- **Paid Deputy:**
 - **Commissioner Lewis informed the board that the shelter at the park needs repairs. Commissioner Lewis will get bids for the repairs. This will be paid out of the 2024-2025 budget.**

13. Inspections Department: (Inspector Louis Hesse)

- **Building: Going slow now.**
- **Fire Inspections:**

14. Planning Director: (Gilbert Combs)

- Still going over the UDO
- Gilbert, leaving the town on June 30, 2025, will still be helping look for a replacement.
- Commissioner Ramos made the motion to send Sam Shore the contract for the town Commissioner Lewis seconded Motion carried 3-0

15. Fire Department: (Fire Chief Doyle Retherford)

- See attachment.
- Fire Chief Retherford asked the board how many publications needed to be in the Wilmington Star News for the remodel of the Fire Department. The board suggested 2 times a week for 4 weeks
- QRV-11 used tires
 - Commissioner Ramos made the motion to list the used tires on Gov. deals Commissioner Stith seconded Motion carried 3-0

16. Parks and Recreation: (Denise Lewis)

- Not currently.

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

- Atkinson Library Monthly Report

18. Maintenance Report: (Commissioner Bryan Stewart)

- Monthly Water Report
- Purchase of the Hardy Mighty-Mike ditch bank mover:
 - Commissioner Ramos made the motion to purchase the Hardy Mighty-Mike ditch bank mover Commissioner Stith seconded Motion Carried 3-0

The Motion to go into Closed Session was made by Commissioner Lewis and seconded by Commissioner Stith Motion Carried 3-0 Time 8:37 pm

Motion made by Commissioner Lewis, seconded by Commissioner Ramos, to go out of closed session passed unanimously. Time 9:10 pm

Motion made by Commissioner Stith, seconded by Commissioner Ramos to raise the clerk's hourly wage by \$1.00 per hour commencing July 1, 2025 and with the clerk to receive at least a .50 per hour wage increase upon the approval of the Town's Tax Report by the State of North Carolina Motion passed unanimously.

Motion made by Commissioner Stith, seconded by Commissioner Ramos, to raise the wage of the Town Librarian by \$1.00 per hour, commencing on July 1, 2025 passed unanimously.

The motion to adjourn the meeting was made by Commissioner Stith and seconded by Commissioner Ramos. Motion Carried 4-0. Meeting ended at 9:11 pm

