

Town of Atkinson
Regular Monthly Meeting

May 2, 2024 – 7:00 PM

**Honorable Mayor Jason Spivey; 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 Jason Spivey

Mayor Pro-Tempore Bryan Stewart

Commissioner Denise Lewis

Commissioner Penny Stith

Commissioner Gary Alsup

Town Clerk/Finance Officer Becky Lanier

Town Attorney Robert Kenan

- 1. Mayor J. Spivey called the 5/2/2024 Regular Meeting to order at 7:00 pm**
- 2. Commissioner Gary Alsup led the prayer.**
- 3. Commissioner Denise Lewis led the Pledge of Allegiance.**
- 4. APPROVAL OF MINUTES:**
 - 4/4/2024 Regular Meeting: Motion to approve the March 7, 2023, minutes was made by Commissioner Lewis and seconded by Commissioner Alsup Motion Carried 4-0**
- 5. Approval of the Agenda:**
 - Motion to accept agenda with changes was made by Commissioner Stith seconded by Commissioner Alsup Motion Carried 4-0**

6. **Public Comment:**

- None currently.

7. **Public Information:**

- None currently.

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

- The Clerk presented the Pender County Comprehensive Transportation Plan to the Board of Commissioners.
- The Clerk met with Patterson & Associates, PLLC, which is a group of CPAs that Black Mountain Software sent to access our financials to see if we were ready to move forward with the transition to their software. Their recommendation was to keep what we have, that what we have is working and serving our town's needs just fine.
- Commissioner Stewart made the motion to keep Quick Books as our accounting software instead of switching to Black Mountain Software Commissioner Stith seconded and Motion Carried 4-0
- Commissioner Lewis made a motion to request proposals for the FY 2024-2025 Audit Commissioner Stewart seconded Motion Carried 4-0

9. **Old Business:**

- **Cafeteria:**
 - Mayor Spivey spoke with the engineer everything looked good. We can now start getting updated estimates for the roof. Also get estimates for a foam roof.
- **UDO Update:**
 - Mr. combs was absent.
- **Gym:**
 - Get estimates for the Gym doors and do an email online vote. Doors Must be completed before in end of June.
- **NC State Budget:**
 - Mayor Spivey spoke with Mr. Johnsons office and is working on getting paperwork together. We are going to use the money for building rehabilitation.
- **Christmas Parade:**
 - Commissioner Lewis will be submitting a street closure to the NCDMV in May for the closure of the town streets.

10. New Business:

- **Gym Keys:**
 - Denise brought up the possibility of charging a key fee to the people who will not turn in the Gym keys.
- **No update on Community Day.**

11. Inspections Department: (Inspector Louis Hesse)

- **Building:**
 - The town has several open projects currently.
 - Sewer Problem on Rankin St Vence Dodgers Pender County Environmental gave the resident a violation.
- **Fire Inspections:**

12. Planning Director: (Gilbert Combs) - Absent

- Text Amendment for will come to the Planning Board in June regarding to reduce the distance from a church for the sale of alcohol.
- Mr. Combs is still reviewing the UDO.

13. Fire Department: (Fire Chief Jason Turner)

- See Attachments.
- Chief Turner informed the board that the AVFD will be purchasing a new software program. The current program will expire at the end of August.
- Deputy Chief Retherford gave out two folders to each of the board members containing surveys. In one folder were surveys completed by the community and in the other were surveys completed by members of the AVFD and paid staff. Deputy Chief Retherford asked if everyone would read over these at their leisure. In the event any questions should arise he would be more than glad to answer.

14. Parks and Recreation: (Denise Lewis)

- Commissioner Lewis informed the board that there no update at this time.

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

- Atkinson Library Monthly Report
 - See Attachment.

16. Maintenance Report: (Commissioner Bryan Stewart)

- See Attachments none at this meeting.
- The ditch at Davis Harrell's house needs to be filled with rock.

Motion to adjourn meeting was made by Commissioner Stith seconded by Commissioner Alsup Motion Carried 3-0 Meeting ended at 9:17pm

