

Town of Atkinson
Regular Monthly Meeting

October 2, 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

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 Gary Alsup called the 10/2/2025 Regular Meeting to order at 7:00 pm
2. Mayor Gary Alsup led the prayer.
3. Commissioner Denise Lewis led the Pledge of Allegiance.
4. **APPROVAL OF MINUTES:**
 - 9/4/2025 Regular Meeting: ***Motion to approve August 7, 2024, minutes was made by Commissioner Lewis and seconded by Commissioner Stewart. Motion carried 4-0***
5. **Approval of the Agenda:**
 - ***Motion to accept the agenda with changes was made by Commissioner Stewart and seconded by Commissioner Stith. Motion carried 4-0***
6. **Public Comment:**
 - Not Currently
7. **Public Information:**
 - Not currently.

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

- Not Currently

9. Old Business:

- **Cafeteria:**
 - Commissioner Stith presented a scope of work plan to 3 contractors.
- **Park:**
 - No update
- **Sewer:**
 - Gary Alsup read an email from Anthony Colon with Pender County. The email stated that Mr. Colon has spoken with his board, and they will be helping the Town of Atkinson with the sewer.

10. New Business:

- Not Currently

11. Inspections Department: (Inspector Louis Hesse)

- No updates currently.

12. Planning Director:

- Text Amendment for propane station from Valentino Lopez
- Special Use Permit for tire shop from Valentino Lopez
- Special Use Permit for a manufactured home with moving property lines on Alderman Street.
- **UDO Update:**
 - By October 15, Mr. Shore is hoping to have a review for the board to go over and exchange their comments.

13. Fire Department: (Fire Chief Doyle Retherford)

- See attachment.
- Assistant Chief Floyd presented the board with the pay rate study conducted by Chief Retherford. No action was taken; postponed to next month.
- **Remodel of FD:**
 - No sealed bids currently.

14. Parks and Recreation: (Denise Lewis)

- Not currently.

15. Library Report: (Commissioner Penny Stith)

- Atkinson Library Monthly Report will be forthcoming.

16. Maintenance Report: (Commissioner Bryan Stewart)

- Monthly Water Report will be forthcoming
- Joey Hutcheson will start on Monday, October 6, 2025

The motion to adjourn the meeting was made by Commissioner Stewart and seconded by Commissioner Lewis. Motion Carried 4-0. Meeting ended at 7:46 pm

