

Town of Atkinson
Regular Monthly Meeting

January 8, 2026 – 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 1/08/2026 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:**
 - 11/7/2025 Regular Meeting: Motion to approve December 11, 2025, 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 Hearing:

- **Liquid Propane Sales Text Amendment Request:** Planning Director Sam Shore presented that Valentino Lopez, the applicant, has requested an amendment to the Town of Atkinson Unified Development Ordinance (UDO) to permit the sale of liquid propane (LP) within the B-1 Central Business District.
 - No questions from the board members.
 - No questions or comments from the public.
- **Limited Automobile Service Station Conditional Use Permit Request:** Planning Director Sam Shore presented that Valentino Lopez, applicant and property owner, has requested a conditional use permit (CUP) for limited uses classified within the broader category of Automobile Service Station located on the following parcel 2248-83-5155-0000, also known as 515 W. Church St.
 - No member of the governing body has a conflict of interest regarding this meeting.
 - Applicant, Valentino Lopez, was sworn in by Attorney Robert Kenan.
 - The Planning Director was sworn in prior to the Public Hearing commencing.
 - No questions from the members of the governing body.
 - Valentino Lopez thanked everyone for coming.
- **Motion to close Public Hearing was made by Commissioner Stith and seconded by Commissioner Lewis. Motion Carried 4-0**
- **Commissioner Ramos made the motion to accept Option A, which states, The Board of Commissioners hereby approves the proposed amendment to the Unified Development Ordinance to amend the definition of Service Stations to include other fuel sales as a conditional use in the B-1 zoning district and finds it is (i) consistent with the Town's Land Use Plan in better providing for commercial development in an area designated for such growth; and (ii) that it is in the public interest because the amendment permits the establishment of a new type of commercial service to serve Town residents and visitors. Seconded by Commissioner Lewis. Motion Carried 1-0**
- **Commissioner Stith made a motion to approve the Limited Automobile Service Station Conditional Use Permit with conditions as follows: Conditional Use Permit shall conform with the proposal as described in this application and staff report. Any deviations require an amendment to this permit. Seconded by Commissioner Stewart Motion Carried 4-0**

7. Colby Sawyer:

- Mr. Sawyer wanted to introduce himself. He is the new County Manager for Pender County. Mr. Sawyer likes to be out and about, talking and getting to know people.

8. Dr. Jimmy Tate:

- Dr. Tate just wanted to drop in to say hello and thank you for all that we are doing for the Town. Dr. Tate said to please call him if we need anything.

9. Public Comment:

- Elaine Stealer is concerned about an article in the Pender Post. Mrs. Stealer is concerned about not having a public hearing about the sewer and Pender County having control over our town's water.
- Scott Woehr would like to see another clean-up day with dumpsters provided again. Mr. Woehr would like to clean up the commercial district in this town. We have got to move forward, and not backwards; we have got to make this town better.
- Jason Turner was wondering if there had been any issues with the water system. Mr. Turner wanted to know the status of the missing street sign at the end of his road.

10. Public Information:

- Not currently.

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

- Not currently

12. Old Business:

- **Cafeteria:**
 - Commissioner Stith presented a bid from Hatcher Construction. Town Inspector Hesse will look over the bid and get back to the board with his recommendation.
- **Park:**
 - No update
- **Sewer:**
 - The Board of Commissioners answered some questions and concerns that the citizens had during the public comment period.
- **DOT Ditches:**
 - No update

13. New Business:

- Commissioner Ramos presented to the board the new estimate from Pomona Pipe Products for the pipe that is needed for the town's ditches. The estimated total is \$3806.00
- **Commissioner Stith made a motion to accept the estimate from Pomona Pipe Product for \$3806.00. Commissioner Stewart seconded the motion, and the Motion Carried 4-0**

14. Inspections Department: (Inspector Louis Hesse)

- No updates currently. The permit department is quiet. Mr. Hesse informed the board that he sometimes travels the town nightly.

15. Planning Director:

- Not Currently
- UDO Update: Meeting February 5th at 6 pm

16. Fire Department: (Fire Chief Doyle Retherford)

- See attachment.
- The TOA Emergency Operations Plan
 - Commissioner Lewis made a motion to adopt the EOP. Commissioner Stewart seconded the motion. Motion carried 4-0
- Approval of Policy
 - Commissioner Stith made the motion to approve the Policy, seconded by Commissioner Ramos. Motion carried 4-0
- Approval of 2026 Officers
 - Commissioner Ramos made a motion to approve the 2026 officers: 1104 Aaron Floyd as Captain, 1105 Randy Fowler as Lieutenant, and 1106 Clint Lanier as Lieutenant second by Commissioner Stewart. Motion Carried 4-0

17. Parks and Recreation: (Denise Lewis)

- None Currently

18. Library Report: (Commissioner Penny Stith)

- Atkinson Library Monthly Report

19. Maintenance Report: (Commissioner Bryan Stewart)

- Monthly Water Report

The motion to adjourn the meeting was made by Commissioner Stewart and seconded by Commissioner Stith. Motion Carried 4-0. Meeting ended at 8:25 pm