



**TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES**

July 9, 2018– 7:00 pm

District Courtroom – 2nd Floor of Town Hall 4144 West Avenue

I. CALL TO ORDER

A. Call to Order

Mayor Tripp called the meeting to order at 7:00 p.m.

B. Roll Call

Present:

Mayor Tripp

Mayor Pro-tem Mewborn

Commissioners Davenport, Ross, Langley and Davis

Absent:

None

Also Present:

Steven Harrell - Town Manager

Sarah Radcliff– Town Clerk

Scott Dixon- Town Attorney

C. Welcome Visitors

Mayor Tripp welcomed everyone to the meeting.

D. Invocation

Commissioner Davenport gave the invocation.

E. Pledge of Allegiance

Mayor Tripp led the Pledge of Allegiance.

F. Approval of the Agenda

Motion to approve the agenda.

Motion: Mayor Pro-tem Mewborn

Second: Commissioner Davenport

Discussion: None

Approved: 5-0

Motion passed unanimously.

II. PUBLIC COMMENTS

There were no public comments.

III. CONSENT AGENDA

A. Minutes from the June 11, 2018 Board Meeting

Motion to approve the consent agenda.

Motion: Mayor Pro-tem Mewborn

Second: Commissioner Ross

Discussion: None

Approved: 5-0

Motion passed unanimously.

IV. PUBLIC HEARING

A. Public hearing on Ayden Housing Authority Smoke-Free Policy

Manager Harrell presented to the Board.

Item Explanation

The Department of Housing and Urban Development (HUD) is requiring Public Housing Authorities to adopt smoke-free policies in order to reduce the public health risks associated with tobacco use to be effective July 30, 2018. See HUD PIH-2017-03 notice enclosed which sets out the regulations with regard to implementing this smoke-free policy mandate from HUD.

AHA staff has taken the required steps to ensure the Ayden Housing Authority (AHA) complies with adopting the mandated Smoke Free Policy. The required public hearing tonight for the enclosed drafted Smoke-Free Policy was posted for public review the required 45 days prior to the public hearing. Additionally, staff held two residents' meetings scheduled on May 31st and June 28th to discuss the upcoming policy with the residents. The results of the AHA survey on HUD's requirement for smoke-free policies sent out to residents on May 17, 2018 are enclosed.

The enclosed drafted Smoke-Free Policy sets out the minimum distance required by HUD from AHA buildings at which persons can smoke on AHA property; i.e., 25 feet from all buildings on AHA property. AHA staff will be marking throughout AHA property this distance of 25 feet with markers such that persons choosing to smoke can do so in compliance with the policy. Additionally, signage denoting the Smoke-Free Policy on AHA property will be posted.

Staff Comments

Staff recommends the adoption of the HUD mandated Smoke-Free Policy tonight following the public hearing.

Action Requested

By motion, adopt enclosed Smoke-Free Policy.

Mayor Tripp opened the public hearing. No one spoke. Mayor Tripp closed the public hearing.

Commissioner Davenport asked if they would have containers for the cigarette butts and someone to clean that up. Manager Harrell said they would have containers and they had someone on staff to take care of that.

Mayor Pro-tem Mewborn asked where we were as far as a shelter. Manager Harrell stated AI had been pricing the shelters and we would bring it back to the August meeting for the board's consideration. Mayor Tripp wanted to clarify that the Smoke-Free Policy applied to within the buildings and 25 feet from the buildings. Manager Harrell said that was correct. He said this policy applied to the entire campus of the Housing Authority. Mayor Tripp asked why it was not entirely smoke-free. Manager Harrell stated what they presented

was the minimum requirement by HUD. He stated if the board wanted to go with a totally smoke-free campus, that was an option they could choose. Mayor Tripp stated it was not smoke-free if they could still smoke on the property. Commissioner Davenport said this was a residence, not a hospital or a school. He said eliminating smoking from the homes will immediately cut down on smoking. He felt the policy brought forth fit this situation since we are talking about a residential area and it will take time for smokers to get used to. Commissioner Davenport asked how we would know if they smoked in their homes. Mayor Pro-tem Mewborn asked Mr. Butts to come forward. Mr. Butts stated this was federally mandated by HUD that must be done. Mayor Pro-tem Mewborn asked how much reach Mr. Butts had, as an administrator, as far as what could or could not be allowed. Mr. Butts stated he had to adhere to HUD guidelines and that have stipulated to them that this is not an eviction plan, but a plan to help people cut back or cease smoking. He said they would be having cessation classes to help the citizens. Mayor Pro-tem Mewborn said he appreciated them choosing the "lesser of two evils" and giving them time to quit smoking. Mayor Tripp asked about the violations. Mr. Butts stated the first violation leads to a letter, a conference in the office, and a referral to a smoking cessation class. The second violation is a follow-up letter and conference and a requirement to attend a session on cessation. They will also be fined \$50 for damages to the unit. After the third violation, the lease will be terminated with a 30 day notice and resident will be responsible for any damages to the unit. Mayor Pro-tem Mewborn asked how they would go about enforcing the policy. Mr. Butts said they would just have to document and place documentation in tenants' file and to the offender. He said they would check them as often as they could. He said they would do regular inspections, looking for ashtrays, smells, etc. within the units. Manager Harrell suggested they change the policy to read "Smoke-free Building Policy". Commissioner Langley asked if the board could go ahead and approve a shelter instead of bringing it back to the board in August so they could go ahead and get it started. Manager Harrell said they could go ahead and do that. Mayor Pro-tem Mewborn said we need it done as expeditiously as possible.

Motion to adopt the enclosed Smoke-Free Policy for the Ayden Housing Authority.

Motion: Commissioner Langley

Second: Mayor Pro-Tem Mewborn

Discussion: None

Approved: 5-0

Motion passed unanimously.

V. ACTION ITEMS

- A. Award Construction and Amend the Capital Project Budget Ordinance for 2015 Sanitary Sewer Improvements Project Funded by USDA – Rural Development

Rich Moore, McDavid Associates, presented to the Board.

Item Explanation

The Town of Ayden approved a funding offer from USDA – Rural Development that included a \$916,000 loan (40-year term, 1.875% interest) and \$784,000 grant on December 19, 2016 to replace sections of existing sanitary sewer collection system assets.

McDavid Associates, Inc. completed final plans and specifications. Bids for construction were received on June 5, 2018. The low bidder is Tripp Bro's, Inc. McDavid Associates, Inc. has developed an award of construction that provides a balanced budget. The following exhibits are provided for review:

1. Recommendation of Award Letter from McDavid Associates, Inc.
2. Resolution Amending Capital Project Budget Ordinance and Awarding Construction
3. Notice of Award document
4. Bid Tabulation Sheet
5. Project Map Exhibit

6. Memorandum of Bid Negotiation

The project award is for full scope of the original project with the exception of removal of a proposed new sewer crossing of the railroad at/near the intersection of Mill Street and West Avenue (existing crossing being re-evaluated for relining of manholes and sewer line). Project contingency funds are recommended to address anticipated drainage pipe problems that will be identified during excavation for sanitary sewer replacement.

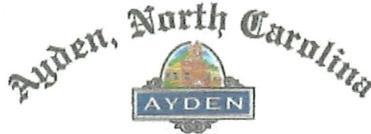
Staff Comments

Project design is consistent with approved scoping defined in approved funding from USDA. Improvements will replace aged (>40 year) sanitary sewer assets that are contributing to inflow/infiltration in the Town's sewer collection system.

Action Requested

By motion, approve resolution that amends the capital project budget ordinance and awards construction to Tripp Bro's, Inc.

Motion to approve resolution that amends the capital project budget ordinance and awards construction to Tripp Bro's, Inc.



**RESOLUTION 18-19-1
AMENDING CAPITAL PROJECT BUDGET ORDINANCE AND
AWARDING CONSTRUCTION CONTRACTS FOR
2015 SANITARY SEWER IMPROVEMENTS
CONTRACT NO. 2 - USDA-RD SANITARY SEWER IMPROVEMENTS
TOWN OF AYDEN**

- WHEREAS,** The Town of Ayden has been awarded a USDA-RD for infrastructure improvements from the USDA-RD consisting of a \$784,000 grant and a \$916,000 loan, and
- WHEREAS,** Bids for construction of Contract No. 2 – USDA-RD Sanitary Sewer Improvements were received on June 5, 2018, and
- WHEREAS,** Tripp Bro's, Inc. submitted the low bid for Contract No. 2 - USDA-RD Sanitary Sewer Improvements in the amount of \$1,472,625.46, and
- WHEREAS,** The Engineer, on behalf of the Town of Ayden, entered into Bid Negotiations with the low bidder to bring project expenses into balance with project revenues; and
- WHEREAS,** Memorandum of Negotiation for Contract No. 2 - USDA-RD Sanitary Sewer Improvements authorizes deletion of sewer improvements within the CSX Railroad Right-of-Way, contract quantity adjustments, and updated scope for a decrease in construction contract price to a value of \$1,437,450.46 submitted for Board consideration for approval; and
- WHEREAS,** The Engineer has prepared a Recommendation of Award and balanced budget for Town Board consideration and approval,

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF AYDEN:

- That the attached project budget is hereby approved as amended for implementation of the 2015 Sanitary Sewer Improvements Project.
- That Contract No. 2 – USDA-RD Sanitary Sewer Improvements be awarded to Tripp Bro's, Inc. for the bid negotiation contract amount of \$1,437,450.46.
- That the Mayor and Town Manager are authorized and directed to execute all documents associated with award of construction contracts on behalf of the Town of Ayden.

Adopted this the 9th day of July, 2018 at Ayden, North Carolina.



Stephen W. Tripp
 Stephen W. Tripp, Mayor
 Town of Ayden

Sarah W. Radcliff
 Sarah W. Radcliff
 Town Clerk

TOWN OF AYDEN
 2015 USDA-RD SANITARY SEWER IMPROVEMENTS
 11-Jul-18

	BUDGET	CHANGES	BUDGET AFTER
	ADOPTED	THIS	THIS AMENDMENT
	19-Dec-16	AMENDMENT	11-Jul-18
REVENUES - USDA-RD Eligible			
USDA-RD Loan	\$916,000.00	\$0.00	\$916,000.00
USDA-RD Grant	\$784,000.00	\$0.00	\$784,000.00
Owner's Project Contribution from Fund	\$150,000.00	\$0.00	\$150,000.00
Sales Tax Refund	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,850,000.00	\$0.00	\$1,850,000.00
EXPENSES - USDA-RD Eligible			
- Contract No. 2 - USDA - RD Sanitary Sewer Improvements	\$1,363,000.00	\$74,450.46	\$1,437,450.46
Construction Subtotal	\$1,363,000.00	\$74,450.46	\$1,437,450.46
- Engineering/Const Admin			
- Preliminary Engineering Report	\$20,000.00	\$0.00	\$20,000.00
- Environmental Report	\$5,000.00	\$0.00	\$5,000.00
- Engineering	\$154,200.00	\$0.00	\$154,200.00
Engineer/Const Admin Subtotal	\$179,200.00	\$0.00	\$179,200.00
- Construction Observation	\$115,500.00	\$0.00	\$115,500.00
- Additional Services by Engineer			
- AS - Funding Assistance	\$8,800.00	\$0.00	\$8,800.00
Additional Services Subtotal	\$8,800.00	\$0.00	\$8,800.00
- Reimbursable Expenses by Engineer			
- Reimbursables	\$2,500.00	\$0.00	\$2,500.00
Reimbursable Expense by Engineer Subtotal	\$2,500.00	\$0.00	\$2,500.00
- Reimbursable Expenses by Owner			
- RR Permit Fee	\$0.00	\$0.00	\$0.00
Reimbursable Expense by Owner Subtotal	\$0.00	\$0.00	\$0.00
- Interim Financing Costs	\$20,700.00	\$0.00	\$20,700.00
- Legal - Local	\$3,000.00	\$0.00	\$3,000.00
- Legal - Bond Counsel	\$16,000.00	\$0.00	\$16,000.00
- Equipment	\$5,000.00	\$0.00	\$5,000.00
- Contingency	\$130,300.00	-\$74,450.46	\$55,849.54
TOTAL EXPENSES	\$1,850,000.00	\$0.00	\$1,850,000.00

Motion: Mayor Pro-tem Mewborn

Second: Commissioner Ross

Discussion: None

Approved: 5-0

Motion passed unanimously.

- B. Approval of Preliminary Plat (Country Club Creek Phases 1-4) – Rivers and Associates – Ayden Golf Club Rd. – Tabled from June 11th Meeting.

Planning Director, Stephen Smith, presented to the Board.

Item Explanation

The Town has received a request for approval of a Preliminary Plat submitted by Rivers and Associates. The submitted Preliminary Plat depicts 100 lots on 86.94 acres on Ayden Golf Club Rd with an additional 7150 feet of new public roads. (Pitt County Parcel #s 84408, 77031).

The property is located within the Town's City Limits and is currently zoned R-12 (Residential) and CON (Conservation). Water, Sewer and Electric are available to the site provided by the Town of Ayden.

Staff has reviewed the submitted Preliminary Plat and has found it to meet all applicable requirements of the Town's Subdivision Regulations and is in compliance with the Preliminary. As such, staff recommends approval of the Preliminary Plat for Country Club Creek, Phases 1-4.

At the May 21st, 2018 Planning Board meeting, the Planning Board voted unanimously to recommend approval of the Preliminary Plat.

Staff Comments

The required Public Hearing on the matter was held at the Town Board's June 11th meeting. Questions arose as to the concerns expressed at the Public Hearing by a Mr. Donald Kinney, whose property adjoins the subdivision and an easement that he said he has that was not shown on the Preliminary Plat.

The Town Board tabled the approval of the Preliminary Plat until July 9th to give Mr. Kinney and the subdivision property owner an opportunity to meet and discuss resolution of this matter. Mr. and Mrs. Kinney, Town Planning Director Stephen Smith and Mr. Dwight Vernelson of Rivers & Associates, the engineers for the subdivision property owner, Mr. John Evans, met to discuss this matter. It was determined at this meeting that Mr. Kinney has no documented easement across the proposed subdivision property. Mr. Kinney's property does have direct access to Ayden Country Club Road, thus he does not need the easement across the subdivision to access his property. However, he does need to construct another driveway to do so.

At that meeting, Planning Director Smith reports that Mr. Kinney left understanding that he would need to construct another driveway and that Mr. Evans was in agreement to assist in some funding of that cost; Mr. Evan's amount of funding yet to be determined between him and Mr. Kinney. Mr. Vernelson of Rivers & Associates also further emailed Planning Director Smith that he had spoken with Mr. Don Kinney (couple of times) and Mr. John Evans re: the driveway and that it sounded like the driveway will be relocated and Mr. Evans will help (not sure what degree yet) with new driveway.

Mr. Kinney contacted the Town Clerk's Office Tuesday, June 26th, to indicate he was still dissatisfied with not getting his easement and wants the Town Board to decline approval of the Preliminary Plat until he gets his easement. He asked if this would be a Public Hearing on the matter and the Town Clerk explained that the legal requirement of the Public Hearing on the plat had been fulfilled and that this would be a regular agenda item. For the Town Board's information, the Board does have the ability to allow Mr. Kinney to speak on this matter, if it so chooses under this Action Item.

Following Mr. Kinney's contact with the Town Clerk, Town Attorney Dixon contacted Mr. Kinney at the Town Manager's request to discuss this matter. Mr. Dixon reports that he contacted Mr. Kinney by phone on Wednesday, June 27th, to discuss the easement issue and conveyed the Town's legal position that ultimately it was an issue between him and the developer. Mr. Dixon reported that Mr. Kinney said he was speaking to an attorney about it, but he seemed very appreciative of the call. Mr. Dixon asked him to update him once Mr. Kinney spoke with counsel. Mr. Dixon reported that Mr. Kinney said he had no ill will towards the town and appreciated our efforts to help with his issue. However, following this contact with the Town Attorney, Mr. Kinney recontacted the Town Clerk on the same day, Wednesday, June 27th, and reiterated that he is dissatisfied and wants the Town Board to deny approval of the Preliminary Plat.

As the Town Attorney points out above in his conversation with Mr. Kinney, this matter of an easement over Mr. Evan's property claimed by Mr. Kinney is between these two property owners. Without a recorded easement by Mr. Kinney, the Town's legal position is to approve or disapprove the Preliminary Plat based on its merits meeting all applicable requirements of the Town's Subdivision Regulations and, as stated before by staff, it does. The Preliminary Plat also has Planning Board unanimous recommendation to approve and staff continues its recommendation to the Town Board for approval of the Preliminary Plat; a requirement to Mr.

Evans to provide Mr. Kinney an easement on the plat as a part of the approval is not an option legally the Town can take.

Action Requested

Consider Approval of the Preliminary Plat for Country Club Creek Phases 1-4.

Motion to approve the Preliminary Plat for Country Club Creek Phases 1-4.

Motion: Commissioner Langley

Second: Commissioner Davis

Discussion: None

Approved: 5-0

Motion passed unanimously.

C. Reduction in Police Vehicle Fleet

Manager Harrell asked Commissioner Langley to speak on this item.

Item Explanation

Commissioner Langley requested a discussion of the reduction in the number of vehicles maintained in the Police Dept. fleet.

Staff Comments

Currently there are 15 marked police cars in the department's fleet.

Action Requested

As determined by the Town Board.

Commissioner Langley asked how many cars were in the fleet. Chief Stanley stated they had not previously included the reserve car in the fleet, so there were 15, not 14. Commissioner Langley stated he had asked the manager about savings to insurance fees by reducing the fleet and was told there wouldn't be a savings. Manager Harrell said he said he was incorrect and had since found out there would be a savings of \$192 per vehicle. Commissioner Langley felt if we reduced the patrol cars down from 14 to 10, with four patrol cars on duty per shift, it would still leave two additional police cars in a 24-hour period. He said this would not affect the admin cars – only the patrol cars.

Commissioner Ross stated she did not feel we needed to reduce the fleet. She asked if we would also reduce the fleet for Public Works. Commissioner Davenport asked if we had too many trucks. Manager Harrell said we had the fleet necessary to provide for the citizens. Commissioner Langley asked if there was anyone available from Public Works. Manager Harrell said we did not have anyone from Public Works in attendance. Commissioner Langley stated he did not believe that every Public Works employee had a vehicle. Manager Harrell said they do not.

Motion to reduce the fleet to 10 marked patrol cars.

Motion: Commissioner Langley

Second: Mayor Pro-tem Mewborn

Discussion: Mayor Tripp asked Chief Stanley for his recommendation. Chief Stanley said they would work with whatever the board wanted. Manager Harrell said their recommendation was for the full amount of vehicles that was presented in the budget. Mayor Tripp said he agreed with Commissioner Ross. He stated he had looked at the inspection and maintenance records for the police vehicles and felt they were safe and reliable and he would drive them. He stated he didn't think we needed to buy 6 vehicles at once and he felt that was not a good use of town funds. Commissioner Langley stated he appreciated the Mayor's comments. He said

the idea behind buying six new vehicles is not to keep cars until they are worn out, but to release the vehicle and maybe get a return on it. He said by replacing the vehicles, they would eventually get to where they didn't have vehicles on the streets that were 15 years old. He said if the board felt it didn't matter how old the vehicles were and how many miles they had on them, then he agreed with the mayor that they shouldn't by the vehicles and just use what we had until they couldn't go any more.

Approved: 3-2

Langley, Mewborn, Davenport voted in favor. Ross and Davis opposed.
Motion passed.

D. Agreement between Town of Ayden and Ronnell Peterson

Manager Harrell presented to the Board.

Item Explanation

Mr. Ronnell Peterson requested of the Town Board at its June 11, 1018 meeting to utilize the Stuart Tripp Gymnasium located at The Town's Arts and Recreation Community Center, 4354 Lee Street, Ayden, North Carolina, for the purpose of a Basketball Tournament/Camp to help the kids in the community on the 11th and 12th of August. The camp will be for ages 5-18 and the entry fee will be \$25. The camp will be on the 11th from 10 a.m. to 2 p.m. at the Rec Center and the tournament will be a two-day event with a twelve (12) man roster with a minimum of 20 teams.

The Town Board agreed to this request pending its approval of an agreement between the Town and Mr. Peterson to be brought back by the Town Manager to the Town Board's July 9, 2018 meeting.

Staff Comments

Enclosed is a proposed agreement between Mr. Peterson and the Town Board denoting the stipulations by which Mr. Peterson can conduct the camp/basketball tournament at the Town's Arts and Recreation gymnasium.

Action Requested

Authorize the Town Manager to execute this agreement on the Town's behalf.

Motion to authorize the Town Manager to execute the agreement with Ronnell Peterson.

Motion: Commissioner Davenport

Second: Mayor Pro-tem Mewborn

Discussion: None

Approved: 5-0

Motion passed unanimously.

VI. ITEMS FOR DISCUSSION

A. Payroll Discussion

Manager Harrell stated Commissioner Langley and Mayor Pro-tem Mewborn had asked this be brought back for discussion.

Item Explanation

Town Board adopted the FY18-19 Budget on June 11, 2018. The Budget included pay adjustments for Town employees based on a 2.2% COLA, the Town's pay progression process, and market adjustment. Employees received whichever of these three provided the highest pay adjustment, respectively.

Staff Comments

Mayor Pro-Tem Mewborn and Commissioner Langley requested that the payroll adjustments for FY18-19 be placed on the agenda for further discussion.

Action Requested

None requested.

Commissioner Langley stated when he looked at the comparison of positions with adjacent towns, he wasn't aware that we were automatically adjusting our pay to match those positions. He stated some of the increases were quite substantial and he wanted to know what we had that would substantiate the raises for those employees. He stated he thought we were only doing the 2.2% increase. Mayor Pro-tem Mewborn stated he wanted our employees to be fairly compensated for the work that they do and the wanted people to want to work for the Town of Ayden. He said he received reports throughout the year of slack people that work for us and he wanted us to be sure the employees deserve what they are getting paid. Commissioner Davenport asked if we do reviews. Manager Harrell stated we do them at 6 months and annually.

Mayor Pro-tem Mewborn asked where we were with the human resources officer. Manager Harrell stated we were initially looking at adding that position, but opted not to because over \$100,000 was allocated to the economic developer position. Commissioner Ross asked if we needed an economic developer more than we need a human resource officer. Manager Harrell stated the board had voted unanimously that they wanted an economic developer so he pursued that. He stated he felt we could put an economic developer to good use.

VII. INFORMATION

A. Staff Departmental Reports

Manager Harrell stated he had a request at the last NRWASA meeting from Medlin Chevrolet to put their logo on the water tank on Highway 11. They offered to pay NRWASA \$5,000/year to put their logo on the water tank and have a minimum ten-year contract. Manager Harrell stated he wanted the board to give their input and he would take it back to NRWASA. The general consensus of the board was to not support the request of Medlin Chevrolet.

Mayor Pro-tem Mewborn asked Tommy Duncan if there was anything in place to help kids that wanted to go to camp but couldn't afford it. Mr. Duncan said they offered scholarships. He said they give out information to the elementary school and middle schools each year to pass on to the students and had several campers who took advantage of it.

Mayor Pro-tem Mewborn asked Chief Stanley if he could provide more information on the PD monthly report to include who the person is that is being charged. Chief Stanley said the drug charges are part of an ongoing campaign, so they cannot be discussed, but for the other charges, names can be added to the report. He said he would like for them to check the addresses with the wards because he felt some of them were incorrect.

VIII. BOARD MEMBER COMMENTS

Commissioner Ross thanked everyone for coming and said she was disappointed that the police fleet is being reduced and worried it would discourage the officers. Commissioner Langley stated he agreed with Mayor Pro-tem's comments about the police reports and said any more information would be helpful. Mayor Tripp stated he was unable to attend last month's meeting and it could not be avoided. He stated he did not support the budget that was approved by the board and felt he needed to share that with the citizens. He felt going into the fund balance like they did would eventually deplete the fund balance and we would not be able to go on. He stated he was disappointed that the Powell Bill was being used for stormwater and not for our streets. He felt the intent with the pay raises was very clear and there were other mechanisms that could have been used to spread it out instead of having such a big increase at one time. He said he wouldn't have purchased six police

cars, that he felt that was too many. He also stated that although he felt Head Start was a good program, he did not like to see last minute changes to the budget because everyone did not get an opportunity to discuss it. Mayor Tripp said he was very upset that Commissioner Ross had stated we had been giving to the schools illegally. He felt the word "illegal" was a dramatic word that means we broke the law. He stated he had asked the attorney to help him understand if we had broken the law and was told that the statutes don't say we can do it, but they also don't say we can't. He stated we started giving money to the schools in 2003 because our schools were not getting growth. He stated the board wanted to do something to help our schools stand out. Mayor Tripp stated everything was done in the public, not behind closed doors, to help move our schools forward. He stated he did not feel we did anything illegal and he wouldn't go back and change anything.

IX. CLOSED SESSION

Attorney Scott Dixon stated we would enter into closed session pursuant to G.S. 143-318.11 (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Motion to enter into closed session at 8:42pm.

Motion: Commissioner Langley
Second: Commissioner Davenport
Discussion: None
Approved: 5-0
Motion passed unanimously.

Motion to enter into open session at 9:32pm.

Motion: Mayor Pro-tem Mewborn
Second: Commissioner Langley
Discussion: None
Approved: 5-0
Motion passed unanimously.

Motion to give the Town Manager a 2.2% increase in his deferred compensation.

Motion: Commissioner Ross
Second: Commissioner Davenport
Discussion: None
Approved: 5-0
Motion passed unanimously.

X. ADJOURNMENT

Having completed the business before them, Mayor Tripp announced that without objection the Governing Board would stand adjourned at 9:32pm.

CERTIFICATION

Minutes from the July 9, 2018 meeting were adopted and certified this 13th day of August 2018 in Ayden, North Carolina.

AYDEN, NORTH CAROLINA


Stephen W. Tripp, Mayor

ATTEST:


Sarah W. Radcliff, Town Clerk

