

**TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES**

July 10, 2017– 7:00 pm

Ayden Town Hall – Second Floor Boardroom

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

Commissioners Davenport, Harris, Ross and Skinner

Absent:

Commissioner Mewborn

Also Present:

Steven Harrell - Town Manager

Sarah Radcliff– Town Clerk

Scott Dixon- Associate Attorney

C. Welcome Visitors

Mayor Tripp welcomed everyone to the meeting.

D. Invocation

Mayor Tripp gave the invocation.

E. Pledge of Allegiance

Mayor Tripp led the Pledge of Allegiance.

F. Approval of the Agenda

Manager Harrell stated there were two additions to the agenda. Under Presentations, D., we will have a Random Acts of Kindness presentation and there will be two items added under Closed Session, A.

Motion to approve the agenda as amended.

Motion: Mayor Pro-tem Skinner

Second: Commissioner Harris

Discussion: None

Approved: 4-0

Motion passed unanimously.

II. PRESENTATIONS

A. Ayden 2017 Economic Development Strategic Plan Presentation

Item Explanation

The Ayden 2017 Economic Development Strategic Plan was sponsored by Electricities of NC, Inc., using Creative Economic Development Consulting, LLC. The consultants met with participants from the community, as well as using an online survey to glean information for development of this strategic plan and its recommendations to our community.

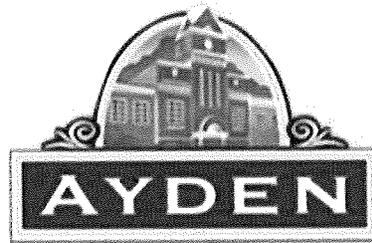
Staff Comments

Creative Economic Development Consulting, LLC, will make a powerpoint presentation of its findings and recommendations.

Action Requested

Receipt of Plan

Crystal Morphis, Creative Economic Development Consulting, LLC, gave the following presentation.



Ayden Economic Development Strategic Plan

Sponsored by:

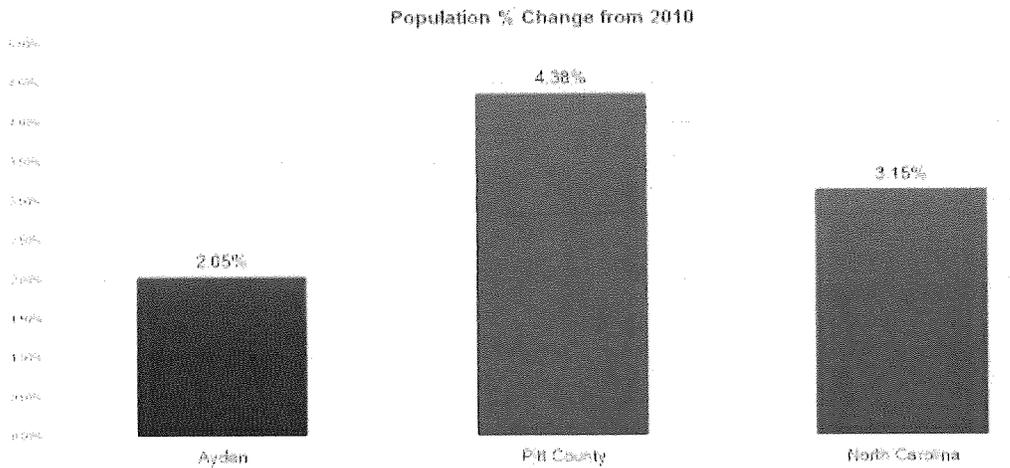


SWOT Analysis

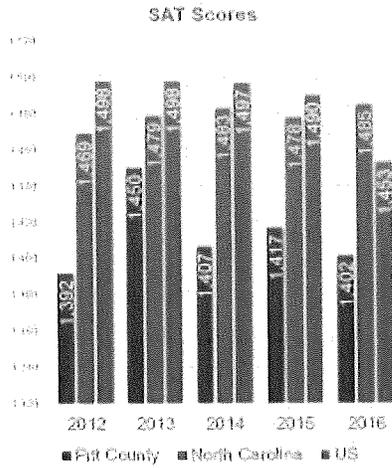
<p>Strengths</p> <ul style="list-style-type: none"> • Easy to bypass • Available land • Recreation and arts programs • Proximity to Greenville, Pitt Community College, East Carolina University, and Vance Medical Center • Small town atmosphere • Historic buildings 	<p>Weaknesses</p> <ul style="list-style-type: none"> • Empty and dilapidated downtown buildings • Negative perception of town and schools • Lack of new industry and business • High speed internet • Overall appeal and look of the town • Attracting tourism dollars • Workforce skills
<p>Opportunities</p> <ul style="list-style-type: none"> • Economic incentives • Entrepreneurship programs • New and improved downtown center • Housing development • Planning development • Historic arts and recreation • Hospitality industry • Growing public school enrollment 	<p>Threats</p> <ul style="list-style-type: none"> • Competition from other towns • Government policies and programs • Unemployment, underemployment, and joblessness • Population loss • Technological advances • Transportation of goods

Population

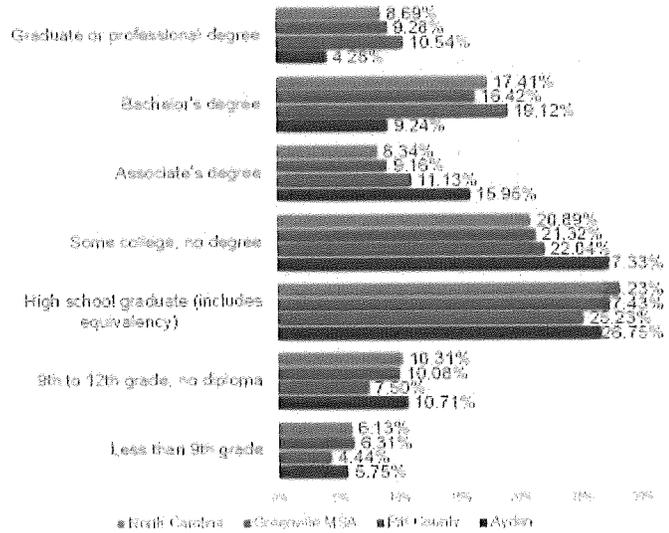
- Median age decreasing



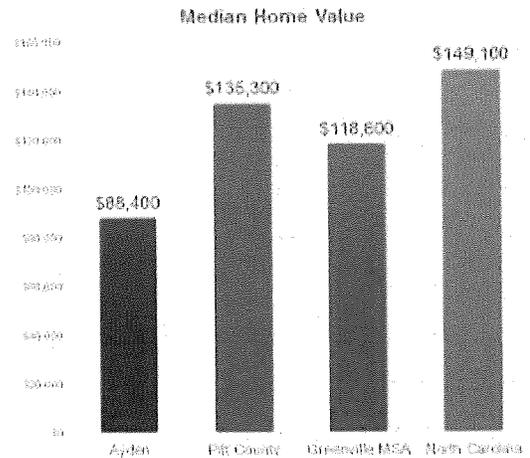
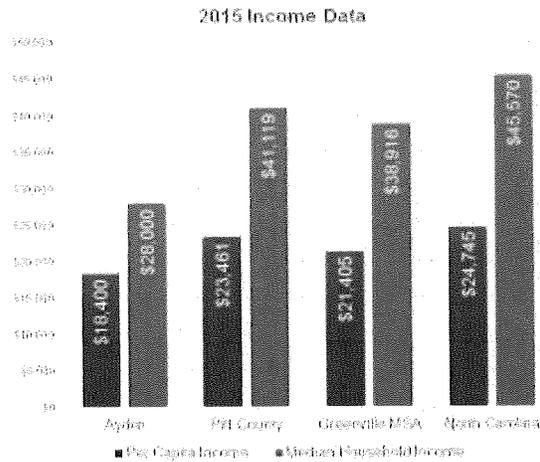
Education

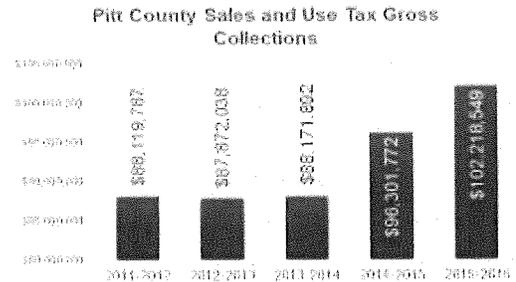
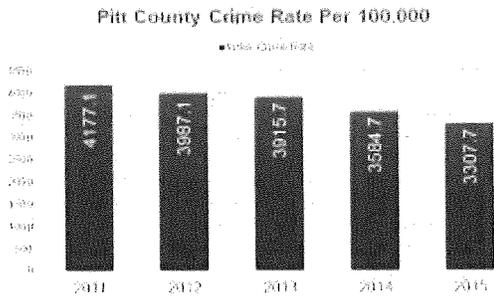
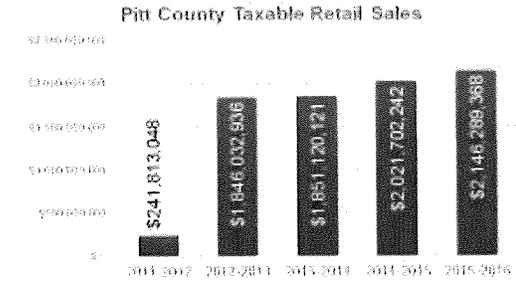
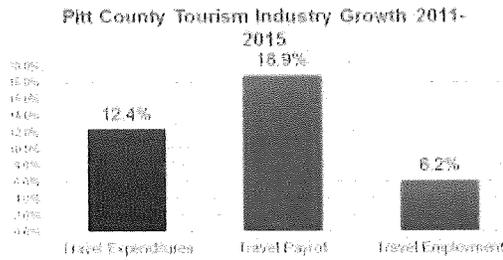
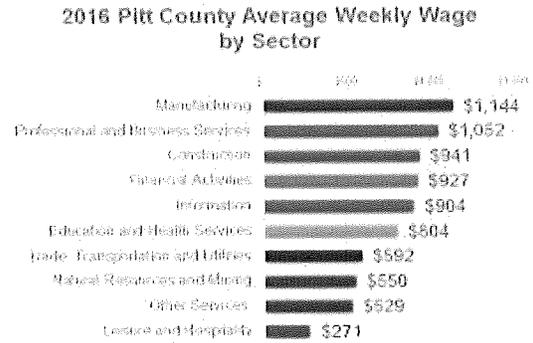
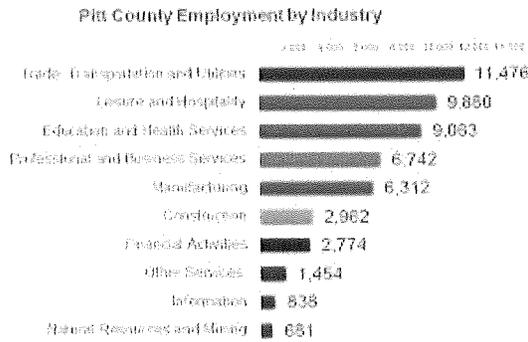
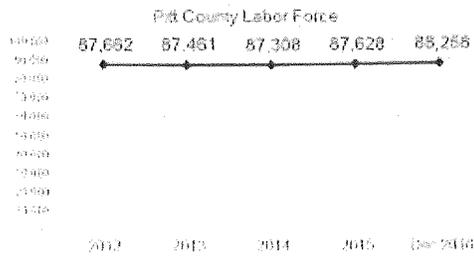


Educational Attainment 25 Years & Older



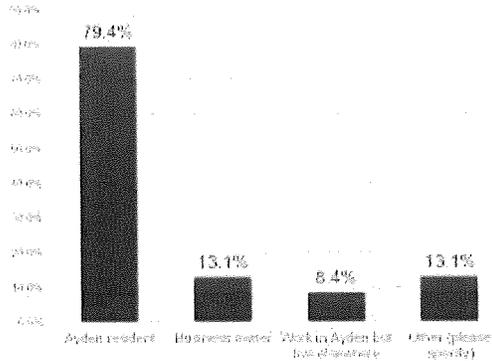
Income, Housing



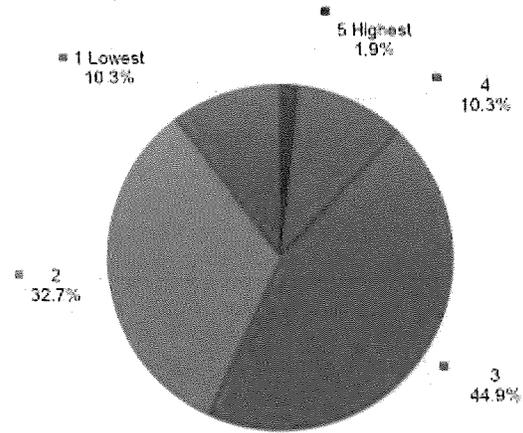


Community Survey

I am a (check all that apply)

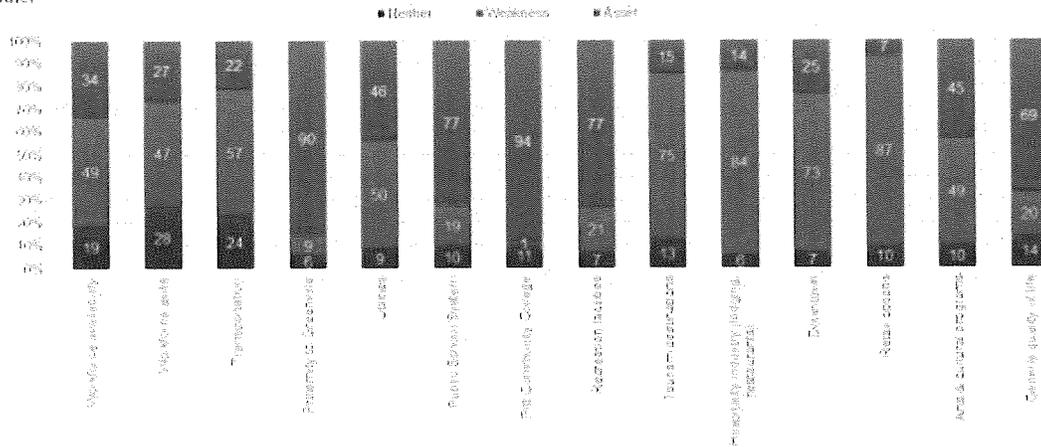


On a scale of 1 to 5, with 5 being highest, how do you rate the current business climate of the area?



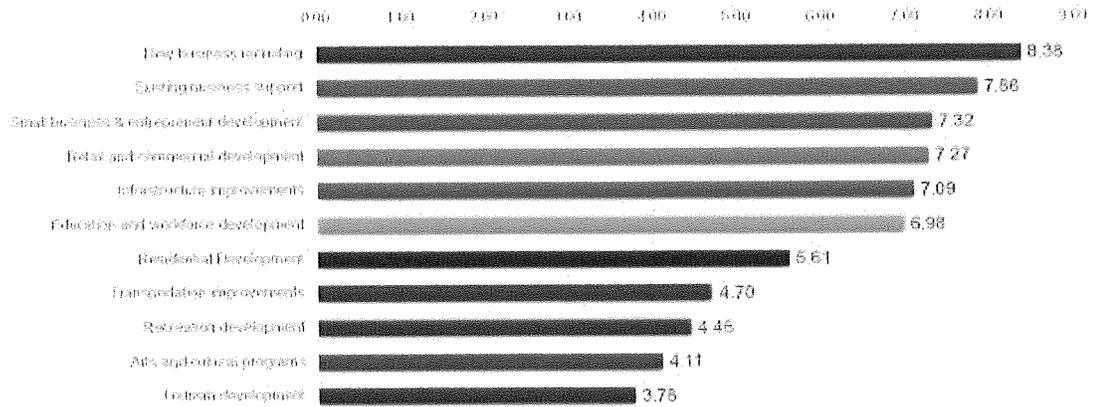
Assets/Weaknesses

Rate the following as an asset supporting economic development or a weakness hindering economic growth or neither



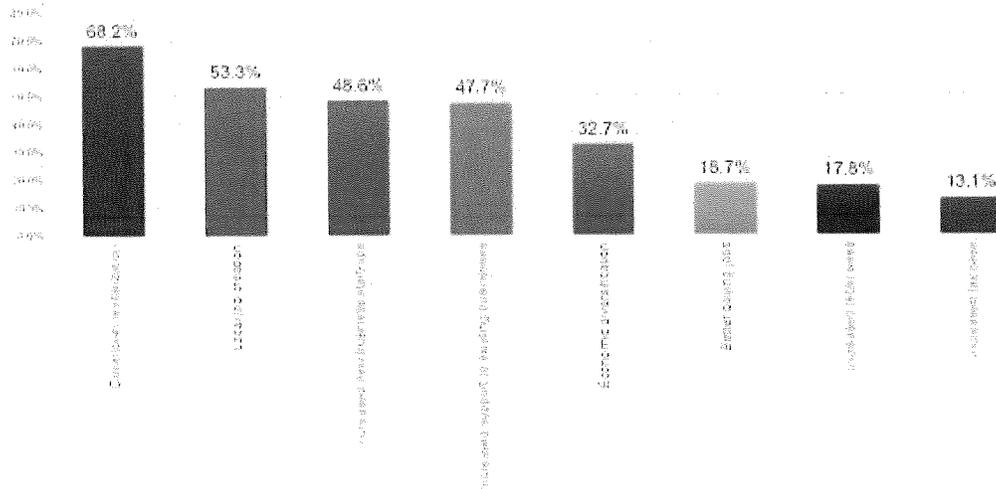
Economic Development Strategies

Rank order the following economic development strategies in order of importance with 1 being the most important. Note: The list will re-order as you rank.



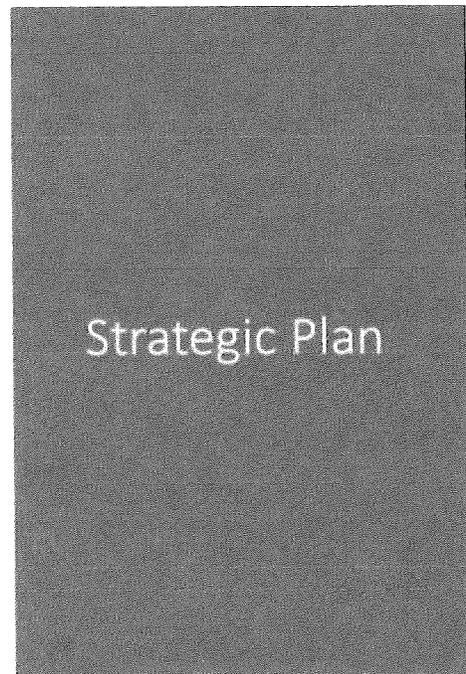
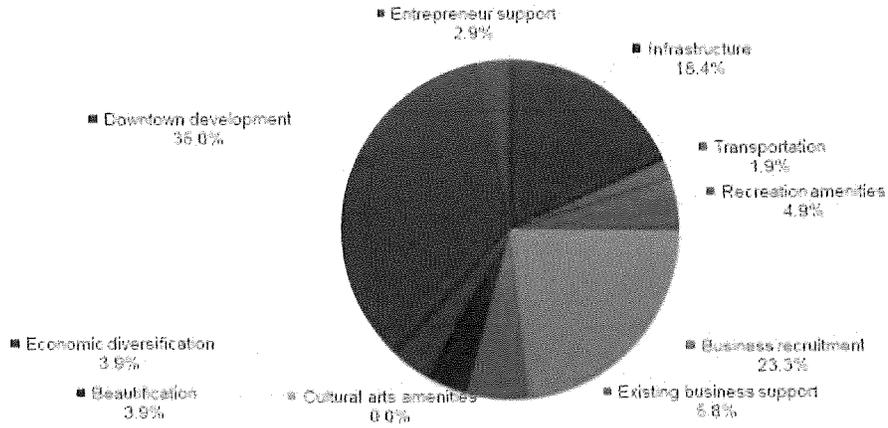
Economic Development Goals

What should be the top three goals of the town's economic development strategic plan? CHOOSE THREE.



Investment

What is the most important investment the town could make to ensure long-term, sustainable economic growth?
CHOOSE ONLY ONE



Goal: New
Business
Recruitment
& Downtown
Revitalization

Strategy: Market the New Business
Opportunities in Ayden

- Food Commercialization Center
 - Market internally
 - Project funding
 - Align with food products target sector
 - Pilot project
- Downtown Opportunities
- Target sectors: Plastics, medical devices, pharmaceuticals, chemicals, life sciences, ag and food products, advanced manufacturing
- Bypass area development
- Regional engagement

Goal: New
Business
Recruitment
& Downtown
Revitalization

Strategy: Focus on Redevelopment,
Investment, and Appearance in
Downtown

- Redevelopment district incentives
- Downtown parking: time limits, wayfinding
- Code enforcement
- Disengaged property owners: education, awareness, inventory of for-sale, public-private partnership
- Public art
- Beautification

Goal: Sites
and Buildings
for New and
Expanding
Businesses

**Strategy: Make Sites Shovel-Ready
and Support Speculative Building
Development**

- Minges and Worthington Parks
 - Ownership/control
 - Due diligence
- Database of available properties downtown
- Future park development
- Spec building

Goal:
Population
Growth and
Residential
Development

**Strategy: Invest in
Appearance and
Promotion**

- Fam tours with realtors
- Housing incentives
- Beautification program
- Engage schools

Goal: Growing Small Businesses and Fostering Start-Ups

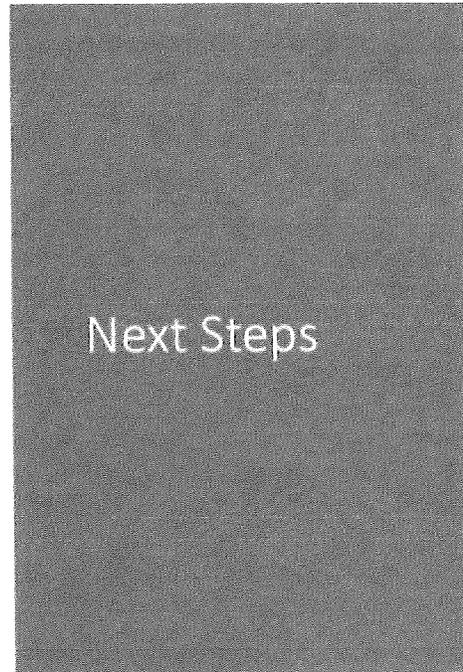
Strategy: Start-Up, Grow, and Retain Small Businesses

- Business retention and expansion for small businesses
- Use retail leakage information to support small business growth
- Revolving loan fund
- 'How to start a business in Ayden'
- Small Business Liaison
- Expanding home-based businesses

Goal: Internal marketing

Strategy: Tell the Ayden Story and Tell It Often

- Public information officer
- Shuttle service to ECU during events
- Business news in The Collard Chronicles
- Social media
- OpEd or signed editorial in local paper.



There was no action taken by the board.

B. A Place in the Heart Theatre Group

Tommy Duncan, Arts & Recreation Director, presented to the board.

Item Explanation

Preston Coghill, native of Winterville, North Carolina, formerly of Las Vegas, Nevada, proposes to start a community theater group in Ayden. Mr. Coghill would like to establish a community group similar to the one he help establish in Las Vegas called "A Source of Joy/Broadway in the Hood". If the Town would allow him the use of the theatre/auditorium, he would establish his community theater group, "A Place In The Heart" theater Company, here in Ayden.

Staff Comments

Mr. Coghill attended the last Arts & Recreation Commission meeting on June 22nd. Mr. Coghill explained how he helped to co-find the "Source of Joy/ Broadway in the Hood". He also showed a short video of one of the plays that he produced. He stated that he would like to start a similar community theater group in Ayden.

Susan McCrea, Board member and director, with our local "Smiles and Frowns" theater group met with Mr. Coghill on Friday, June 30th, and "Smiles and Frowns" representatives will be present to support the endeavor of the new theater group, A Place in the Heart. Ms. McCrea and Mr. Coghill discussed a cooperative arrangement between the two theater groups whereby each would help to promote the other and increase attendance from the regional area to our theater.

"A Place in the Heart" proposes:

Performances

Special Note-**Nov. 16th, 5 p.m. Press Red Carpet Event with food provided to the invited guest by A Place In The Heart Theatre Company Culinary Department (not open to the public) and 7 p.m. Final Dress Rehearsal (which will be for the Special Invited Guest, Media and Press)

Nov. 16th Opening Dress Rehearsal 7:00pm – 10:00pm *Evening performances
Nov. 17th Evening Performance 7:00 – 10:00pm
Nov. 18th Afternoon Matinee Performance 12:00pm – 2:00pm
Evening Performance 7:00pm – 10:00pm
Nov. 19th Afternoon Matinee Performance 3:00pm – 6:00pm

Action Requested

The staff, Arts, and Recreation Commission recommend to the Board of Commissioners that Preston Coghill be allowed to use the theatre/auditorium for a community theater group.

Preston Coghill, owner of A Place In The Heart, presented to the board.

Motion to approve the use of the Auditorium by A Place In The Heart in coordination with Smiles and Frowns.

Motion: Commissioner Davenport

Second: Commissioner Ross

Discussion: None

Approved: 4-0

Motion passed unanimously.

C. Water/Sewer Fund

Chuck Smithwick presented to the board.

Item Explanation

Mayor Tripp requested staff to provide information on the Town's Water/Sewer Fund to include:

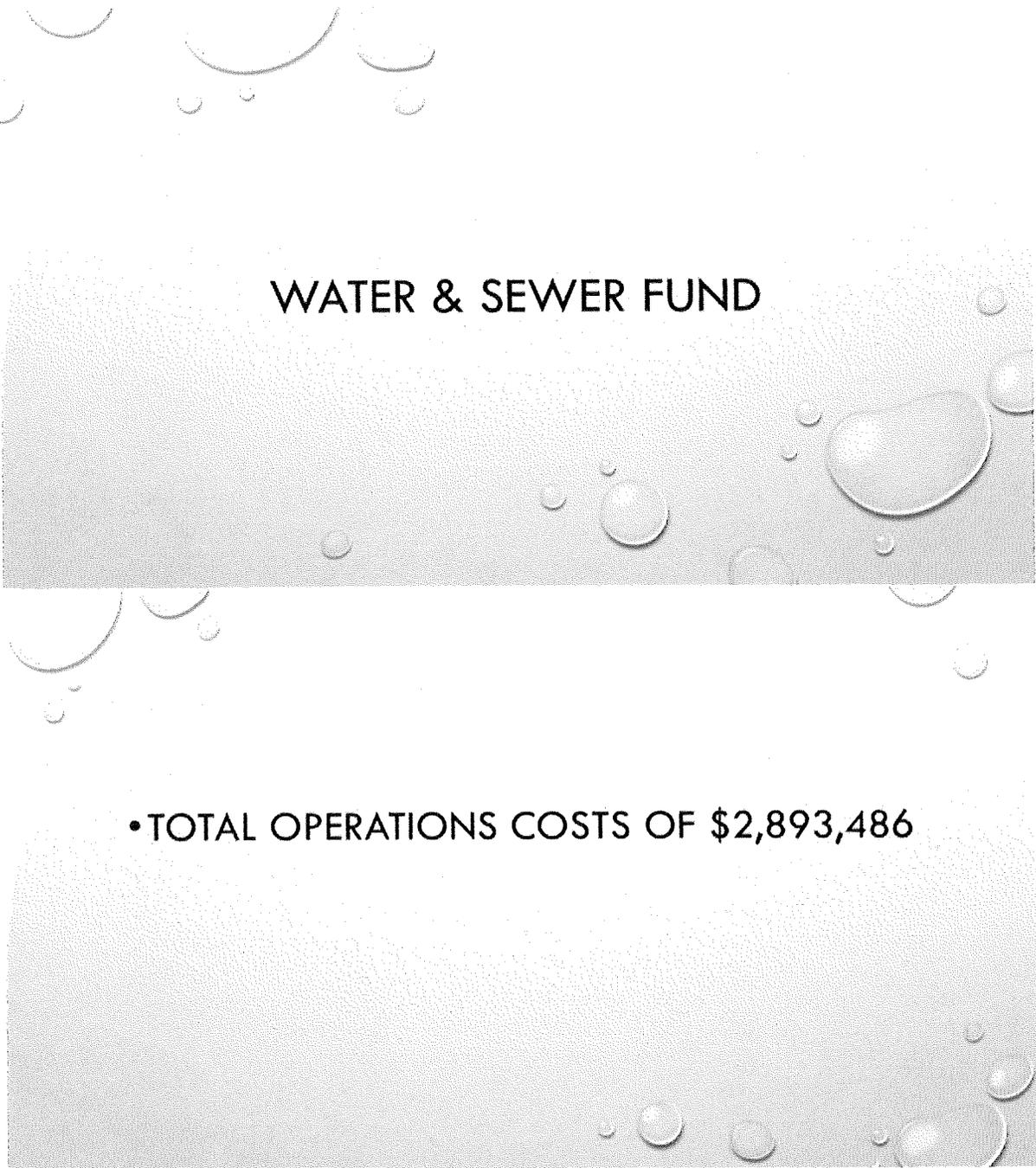
- 1) Presentation by Chuck Smithwick, Director of the Contentnea Metropolitan Sewer District covering the District's wastewater charges and its Capital Improvement Plan
- 2) Presentation by Finance Director, on Water/Sewer Bond Covenant
- 3) Presentation by Town Manager on Water/Sewer Fund operating budget costs

Staff Comments

Enclosed is information on the Bond Covenant and a powerpoint on the Water/Sewer Fund operating budget costs.

Action Requested

Not applicable.

The background of the page is a light gray color with a pattern of water droplets of various sizes, some appearing as arcs and others as full circles with highlights. The droplets are scattered across the page, with a higher concentration in the central and lower-right areas.

WATER & SEWER FUND

- **TOTAL OPERATIONS COSTS OF \$2,893,486**

• \$664,638 SALARY AND BENEFITS

• \$240,000 SEWER LINE US102 TO BYPASS
INTERCHANGE(UNDER CONSTRUCTION)

• \$1,751,114 ARE CONTRACTS AND OBLIGATIONS

- \$564,000 WATER PURCHASE FROM NRWASA
- \$982,114 SEWAGE TREATMENT COSTS FROM CMSD
- \$ 6,000 ANNUAL TOWN AUDIT
- \$ 25,275 IT AND INTERNET SERVICES
- \$ 65,250 MAINTENANCE OF WELLS, ELEVATED WATER TANKS AND DRINKING WATER ANALYSIS
- \$ 15,675 VARIOUS OFFICE EQUIPMENT & APPS(POSTAGE MACHINE, COPIER, BILLING SOFTWARE, ETC.)
- \$ 55,000 LIABILITY INSURANCE
- \$ 13,800 LEGAL COUNSEL
- \$24,000 TELEPHONE & COMMUNICATION DEVICES FOR PUMPS/WELLS

PREVIOUS SLIDES TOTAL \$2,655,752 LEAVING
BALANCE OF \$237,734

• BALANCE OF \$237,737 INCLUDES:

- \$78,000 FOR WATER & SEWER SYSTEMS REPAIRS & MAINTENANCE (I.E., WELL PUMPS, CONTROLS, EMERGENCY CONNECTIONS, INFRASTRUCTURE)
- \$45,500 FOR FLEET MAINTENANCE AND REPAIRS
- \$22,000 FUELS AND LUBRICANTS

**• BALANCE AFTER ALL PREVIOUS SLIDES IS
\$92,234**

BOND COVENANTS AND STATE REVOLVING LOAN REQUIREMENTS

- BOND
- ARTICLE V REVENUES AND FUNDS
 - SECTION 5.01 THE TOWN COVENANTS AND AGREES THAT, SUBJECT TO ANY APPLICABLE REQUIREMENTS OR LAW OR REGULATIONS, IT WILL FIX SERVICE CHARGES AND FROM TIME TO TIME TO REVISE SUCH SERVICE CHARGES IN SUCH MANNER THAT THE NET REVENUES FOR EACH FISCAL YEAR SHALL NOT BE LESS THAN ONE HUNDRED TEN PERCENT(110%) OF THE DEBT SERVICE REQUIREMENTS FOR SUCH FISCAL YEAR AND ONE HUNDRED PERCENT(100%) OF THE SUBORDINATED INDEBTEDNESS DEBT SERVICE REQUIREMENT FOR SUCH FISCAL YEAR.
- STATE REVOLVING LOAN
 - THE UNIT... (WILL) AGREE TO MAINTAIN UNTIL THE PRINCIPAL SUM IS PAID, A SCHEDULE OF FEES, CHARGES, AND OTHER AVAILABLE FUNDS, THAT WILL ADEQUATELY PROVIDE FOR PROPER OPERATION, MAINTENANCE, AND ADMINISTRATION OF THE PROJECT AND FOR REPAYMENT OF ALL PRINCIPAL OF AND INTEREST ON LOAN.

BOND COVENANTS AND STATE REVOLVING LOAN REQUIREMENTS

- BOND
- ARTICLE VIII DEFAULTS AND REMEDIES
- SECTION 8.01 EVENTS OF DEFAULT
- (G) THE TOWN SHALL DEFAULT IN THE DUE AND PUNCTUAL PERFORMANCE OF ANY OTHER OF THE COVENANTS, CONDITIONS, AGREEMENTS AND PROVISIONS CONTAINED IN THE BONDS OR IN THIS BOND ORDER ON THE PART OF THE TOWN TO BE PERFORMED AND SUCH DEFAULT SHALL CONTINUE FOR THIRTY(30) DAYS AFTER WRITTEN NOTICE
- SECTION 8.02 BONDS DECLARED DUE AND PAYABLE – UPON THE HAPPENING AND CONTINUANCE OF ANY EVENT OF DEFAULT SPECIFIED IN SECTION 8.01

REMEDIES

- SECTION 8.02 ...IF .. EVERY OTHER DEFAULT IN THE OBSERVANCE OR PERFORMANCE OF ANY COVENANT, CONDITION OR AGREEMENT CONTAINED IN THE BONDS OR IN THIS BOND ORDER.... HOLDERS MAY ... RESCIND AND ANNUL SUCH DECLARATION AND ITS CONSEQUENCES.
- SECTION 8.03 ADDITIONAL REMEDIES – UPON THE HAPPENING AND CONTINUANCE OF ANY EVENT OF DEFAULT... HOLDERS CAN REQUIRE SPECIFIC PERFORMANCE OF ANY COVENANT OR AGREEMENT CONTAINED HEREIN...

NET REVENUE AND DEBT SERVICE RATIOS

	2012	2013	2014	2015	Revised 2016	Projected 2017	Budgeted 2017	Budgeted 2018
Operating Revenues	\$ 2,212,658	\$ 2,313,533	\$ 2,359,362	\$ 2,451,240	\$ 2,517,347	\$ 2,737,630	\$ 2,937,367	\$ 2,831,600
Operating Expenses*	\$ 1,815,810	\$ 1,828,086	\$ 2,048,889	\$ 2,315,527	\$ 2,335,370	\$ 2,487,537	\$ 2,602,870	\$ 2,653,486
Non-operating Revenues/Expenses	\$ 617	\$ 514	\$ 118	\$ 102	\$ 105	\$ 46	\$	\$ 5,330
Income Available for Debt Service	\$ 397,465	\$ 485,961	\$ 310,584	\$ 335,815	\$ 176,216	\$ 248,149	\$ 334,497	\$ 383,844
Debt Service - Revenue Bond	\$ 159,684	\$ 159,684	\$ 159,631	\$ 159,631	\$ 160,023	\$ 160,306	\$ 159,630	\$ 159,513
Debt Service Subordinated Debt	\$ 178,067	\$ 178,067	\$ 175,107	\$ 172,146	\$ 172,416	\$ 166,226	\$ 175,335	\$ 180,305
	Required							
Debt Service Revenue Bond	100%	249%	304%	195%	210%	210%	150%	210%
Debt Service Subordinated Debt	100%	225%	278%	177%	195%	102%	144%	191%
Change in Fee Position	(\$47,278,000)	(\$17,183,000)	(\$78,000,000)	(\$258,075,000)	(\$74,589,000)	(\$39,342,000)	(\$91,546,000)	(\$36,874,000)

*Overhead includes Capital Outlay, Depreciation or principle, interest and fees paid

Approved: 4-0

Motion passed unanimously.

V. ACTION ITEMS

- A. Resolution Approving \$187,100 Rural Economic Development Grant Agreement for Stormwater Drainage Improvements

Item Explanation

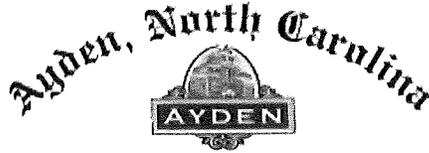
The Town of Ayden has received a \$187,100 grant from the N.C. Department of Commerce for stormwater improvements in the Westhaven Subdivision for a stormwater line running from Verna Street to 3rd Street. (see enclosed grant application). This grant was awarded through the N.C. Disaster Recovery Act of 2016, which allocates in part the replacement of existing infrastructure due to impact of Hurricane Matthew.

Staff Comments

Attached is a resolution authorizing the Mayor to execute the enclosed grant agreement with the N.C. Department of Commerce and a Project Ordinance for adoption for receipt and expenditure of said grant dollars.

Action Requested

By separate motions, adopt resolution authorizing the Mayor to execute the grant agreement with the N.C. Department of Commerce and adopt the Project Ordinance for receipt and expenditure of said grant dollars of \$187,100.

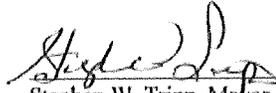


RESOLUTION NO. 17-18-02
RESOLUTION APPROVING \$187,100 RURAL ECONOMIC DEVELOPMENT GRANT
AGREEMENT FOR STORMWATER DRAINAGE IMPROVEMENTS

WHEREAS, the Town of Ayden has been awarded a \$187,100 grant from the N.C. Department of Commerce for stormwater improvements in the Westhaven Subdivision running from Verna Street to 3rd Street. This grant was awarded through the N.C. Disaster Recovery Act of 2016, which allocates in part the replacement of existing infrastructure due to impact of Hurricane Matthew;

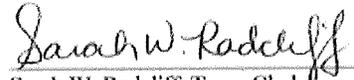
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Ayden that it adopts this resolution authorizing the Mayor to execute the grant agreement with the N.C. Department of Commerce for the N.C. Disaster Recovery Act of 2016 grant dollars of \$187,100.

Adopted this the 10th day of July 2017 in Ayden, North Carolina.



Stephen W. Tripp, Mayor
Town of Ayden

ATTEST:



Sarah W. Radcliff, Town Clerk



ORDINANCE No. 17-18-02
AN ORDINANCE ADOPTED BY THE TOWN OF AYDEN GOVERNING BOARD
DISASTER RECOVERY ACT \$187,100 GRANT PROJECT BUDGET
PITT/MLK STREETS STORM SEWER MITIGATION PROJECT

Be it ordained by the Board of Commissioners of the Town of Ayden, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the County adopts the following Grant Project Budget:

Section 1. The Project is the Town's Westhaven Subdivision Storm Drainage Improvements as authorized in the Rural Economic Development Grant Agreement, State Appropriated Disaster Recovery – Infrastructure, 2017-150-3214-2593..

Section 2. The officers of this unit are hereby directed to proceed with the Grant Project Budget within the terms of the grant documents, the rules and regulations of the NC Department of Commerce and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this Project:

State Grant Revenues (NC Department of Commerce)	\$187,100
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Section 4. The following amounts are appropriated for the Project:

Project Expenditures	\$187,100
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Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Accounts sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant documents, federal and state regulations.

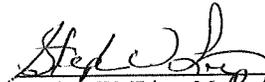
Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report annually on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. Copies of this grant project ordinance shall be made available to the Finance Officer for direction in carrying out this project.

Board of Commissioners adopts this budget with authorization given to the Mayor to approve this budget the 10th day of July, 2017.

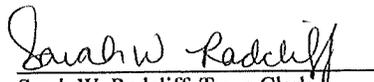
AYDEN, NORTH CAROLINA



Stephen W. Tripp, Mayor

{SEAL}

ATTEST:



Sarah W. Radcliff, Town Clerk

Motion to adopt the resolution authorizing the Mayor to execute the grant agreement with the N.C. Department of Commerce.

Motion: Mayor Pro-tem Skinner

Second: Commissioner Harris

Discussion: None

Approved: 4-0

Motion passed unanimously.

Motion to adopt the Project Ordinance for receipt and expenditure of said grant dollars of \$187,100.

Motion: Commissioner Davenport

Second: Commissioner Harris

Discussion: None

Approved: 4-0

B. Installation of Storm Sewer Pipe on Hines Drive

Item Explanation

Sometime in the past (estimates are 20+ years) it has been reported the Town of Ayden installed a storm sewer pipe in an open ditch on the south side of Hines Drive just east of its intersection with Winchester Drive (see enclosed map). Recent field inspections reveal the installed pipe is 24" diameter. Neither files of NCDOT or the Town contain an encroachment agreement for this reported Town installed pipe. The Town has been maintaining this installed storm sewer pipe.

In January and February, 2015, the Town installed two (2) 24" diameter pipes under Hines Drive, running south to north, along with a new catch basin connecting the aforementioned 20+ years old 24" pipe (see enclosed map). The Town does have an executed encroachment agreement with NCDOT dated November 3, 2014 for these two pipes installed under Hines Drive.

In 2015, the Town executed an agreement to maintain the drainage ditch running across the agricultural field, running south to north, connecting with the Hines Drive drainage ditch located west of Winchester Drive.(see enclosed map) This ditch on Hines is an open ditch save for one section of 24" pipe, about 110

feet long, installed by the Town of Ayden in the past to gain access to a pump station that used be located here. During Hurricane Matthew last fall, this “driveway” access washed out, along with other portions of the ditch all along this stretch of Hines Drive west of Winchester Drive.

Staff Comments

Since the Town has accepted drainage maintenance of the drainage ditch on the agricultural field, a portion of the Hines Drive ditch west of Winchester Drive as a “driveway” access, the piped ditch running east of Winchester Drive and the two 24” pipes under Hines Drive connected to the piped ditch, it is proposed by staff the Town, using its own crews, install a 24” pipe in the open ditch west of Winchester Drive and execute the enclosed NCDOT encroachment agreement for this pipe. Additionally, it is proposed the Town also execute an encroachment agreement for the 20+ years old reported Town installed pipe, as we have been maintaining this pipe. These steps will effectively place complete Town maintenance responsibility for this section of Hines Drive storm drainage pipes for which the Town already maintains 50%+.

The piping infrastructure material to be installed in the ditch west of Winchester Drive is at a cost of \$5,442.40 – NCDOT may be able to provide the fill dirt for this project. Mr. Hal Tillis whose property abuts this section of ditch has offered \$5,000 against the cost to install this pipe.

Action Requested

By motion, approve Town installation of 24” pipe in the open ditch west of Winchester Drive and authorize the Town Manager to execute an encroachment agreement with NCDOT for this pipe as well as for the pipe installed some 20+ years ago.

Motion to approve Town installation of 24” pipe in the open ditch west of Winchester Drive and authorize the Town Manager to execute an encroachment agreement with NCDOT for this pipe as well as for the pipe installed some 20+ years ago.

Motion: Mayor Pro-tem Skinner

Second: Commissioner Harris

Discussion: None

Approved: 4-0

C. MPO Sidewalk Project for Juanita Avenue

Item Explanation

The Greenville Area Municipal Planning Organization (MPO) is currently accepting submittals for recommended transportation projects; i.e., vehicular, bicycle and pedestrian. Submittals will be reviewed by MPO staff and the MPO Technical Coordinating Committee (TCC) in July for a recommendation to the MPO Technical Advisory Committee (TAC) at its meeting in August. Stephen Smith, Planning Director, represents Ayden on the TCC and Mayor Tripp represents Ayden on the TAC.

Staff Comments

Commissioner Mewborn has requested that the Town Board consider submittal of a project for MPO consideration for the completion of the sidewalk on Juanita Avenue from where it currently terminates at the Ayden Housing Authority running east along Juanita to the intersection with Lee Street(Old US 11). Enclosed is a cost estimate from McDavid Associates for this proposed section of sidewalk on Juanita Avenue. McDavid had this cost estimate on file. Also, enclosed is a map of this section of proposed sidewalk’s location.

Action Requested

Town Board consideration of Commissioner Mewborn’s request and direction to staff.

Motion to send to the MPO for consideration as a project for the Ayden Area.

Motion: Commissioner Harris
Second: Mayor Pro-tem Skinner
Discussion: None
Approved: 4-0

D. Electronic Sale of Surplus Vehicles

Item Explanation

The Town has eleven (11) surplus vehicles that need disposal (see attached list). NCGS 160A-270 sets out the ways in which a Town can conduct a Public Auction to dispose of real property and personal property. The statute does allow a town to dispose of real and personal property via electronic means.

Staff Comments

Although, the Town has sold items electronically in the past on the site GovDeals via separate resolutions adopted by Town Council, the most recent being last June, 2016, staff is recommending that the Town is in need of an adopted policy for the disposal of surplus property via electronic public auction means. Select property can be auctioned through an online auction service called GovDeals. This service provides the Town with the opportunity to dispose of surplus property on an ongoing basis. Potential buyers must register with GovDeals in order to bid on an item, but do not have to register to view what items are available. All items are sold "as is, where is" and the Town of Ayden reserves the right to reject any and all bids. Staff recommends that this process be approved for the disposal of surplus vehicles.

Attached is a resolution adopting the policy for the disposal of surplus town vehicles through GovDeals.

Action Requested

By motion, adopt enclosed resolution approving the policy of the use of GovDeals for the electronic auction of surplus Town vehicles and authorizing the Town Manager to place said vehicles on GovDeals and be authorized to administer and conduct this electronic public auction.

Motion to adopt enclosed resolution approving the policy of the use of GovDeals for the electronic auction of surplus Town vehicles and authorizing the Town Manager to place said vehicles on GovDeals and be authorized to administer and conduct this electronic public auction.

Motion: Commissioner Davenport

Second: Commissioner Ross

Discussion: Commissioner Harris wanted to clarify that all the vehicles on the list were being replaced and were not needed. Manager Harrell said the Arts and Recreation Dept. can use the old van in addition to the new; however, if the board chooses to do that, they would be increasing the fleet. He stated they could pull it off the list and debate it at the next meeting.

Mayor Tripp suggested they table the item so they could have more discussion on it.

Motion was made to table the item to the next board meeting.

Motion: Commissioner Harris

Second: Mayor Pro-tem Skinner

Discussion: None

Approved: 4-0

E. Employee Retirement Luncheon Policy

Mayor Pro-tem Skinner said he would like to table the Employee Retirement Luncheon Policy so that Commissioner Mewborn could be present to give his input.

VI. INFORMATION

- A. Staff Departmental Reports

VII. BOARD MEMBER COMMENTS

The board thanked everyone for coming and thanked staff for their hard work.

VIII. CLOSED SESSION

- A. Pursuant to N.C.G.S. 143-318-11 (a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- B. Pursuant to N.C.G.S. 143-318-11 (a) (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Attorney Dixon stated the board would go into closed session pursuant to N.C.G.S. 143-318-11 (a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract and pursuant to N.C.G.S. 143-318-11 (a) (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Motion to go into closed session at 9:37pm.

Motion: Mayor Pro-tem Skinner

Second: Commissioner Harris

Discussion: None

Approved: 4-0

Motion passed unanimously.

Motion to return to open session at 9:57pm.

Motion: Commissioner Harris

Second: Commissioner Davenport

Discussion: None

Approved: 4-0

Motion passed unanimously.

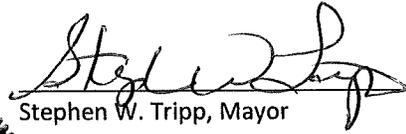
IX. ADJOURNMENT

Having completed the business before them, Mayor Tripp announced that without objection the Governing Board would stand adjourned at 9:59p.m.

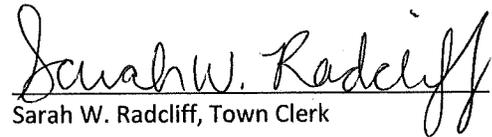
CERTIFICATION

Minutes from the July 10, 2017 meeting were adopted and certified this 9th day of October 2017 in Ayden, North Carolina.

AYDEN, NORTH CAROLINA


Stephen W. Tripp, Mayor

ATTEST:


Sarah W. Radcliff, Town Clerk

