



**TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES**

June 6, 2016 – 12:00 pm (Special Called Meeting)
Ayden Town Hall – Second Floor Boardroom

I. CALL TO ORDER

- A. Call to Order
Mayor Tripp called the meeting to order at 12:00 pm.

- B. Roll Call

Present:

Mayor Tripp
Commissioners Davenport, Harris, Mewborn, Ross and Skinner

Absent:

None

Also Present:

Leonard Barefoot – Interim Town Manager
Kimberly Raynor – Acting Town Clerk
Phillip R Dixon – Town Attorney

- C. Approval of the Agenda

Motion: Commissioner Skinner

Second: Commissioner Mewborn

Discussion: None

Approved: 5:0

The motion to approve the agenda was approved as presented.

II. CONSENT AGENDA

- A. Appointment of new town manager

Manager Barefoot addressed the board and stated he was pleased with the candidates for town manager and thinks the board made the right decision in selecting Steven Harrell. Harrell has considerable experience, over 20 years, working with Electricities and for several municipalities and has served on numerous boards, continued Manager Barefoot. A contract for employment between the Town of Ayden and Steven Harrell was presented to the board. Mayor Tripp called for a motion.

Motion: Commissioner Harris
Second: Commissioner Davenport
Discussion: None
Approved: 5:0

The motion to enter into an employment contract between the Town of Ayden and Steven Harrell as town manager was approved as presented.

B. Contract with new audit firm – Rives & Associates, LLP

The current contract with Martin & Starnes, CPA's reached the end of its term. A request for proposals was submitted with only one interested party responding. A copy of the proposal was included in the packet and Manager Barefoot suggested approval in a timely manner since the end of the budget was near. Mayor Tripp called for a motion.

Motion: Commissioner Skinner
Second: Commissioner Ross
Discussion: None
Approved: 5:0

A motion to enter into a contract for audit services between the Town of Ayden and Rives & Associates, LLP was approved as presented.

C. Matters relating to the 2016-2017 Annual Operating Budget

1. Contact with Pitt County for collection of taxes

During previous budget discussions it was noted that strengthening the general fund was a concern and out of those discussions, and after research conducted by Town staff, it was suggested that Pitt County could collect taxes on our behalf. Staff showed a considerable cost savings to the general fund by contracting with the County in addition to their collection rates being higher than the one for Ayden. Manager Barefoot recommended approval of the contract for tax collection by Pitt County. Mayor Tripp called for a motion.

Motion: Commissioner Harris
Second: Commissioner Skinner
Discussion: None
Approval: 5:0

A motion to enter into a contract for tax collection between the Town of Ayden and Pitt County was approved as presented.

2. Reduction in Force , Revenue Collections position eff. July 7th, 2016

In conjunction with the agreement for Pitt County for tax collection, it was stated by Manager Barefoot that eliminating the position of Revenue Collections would also add to the cost savings for the general fund. He continued that although it was regrettable to do a reduction in force he requested a three months severance including salary and benefits and health insurance beginning the last day of employment (July 7, 2016). Mayor Tripp called for a motion.

Motion: Commissioner Harris

Second: Commissioner Ross

Discussion: None

Approval: 5:0

A motion to eliminate the position of Revenue Collections and extend salary and benefits and insurance to the affected employee beginning July 6, 2016 was approved as presented.

III. ADJOURNMENT

The meeting was adjourned by acclamation.

CERTIFICATION

Minutes from June 6, 2016 Special Called Meeting were adopted and certified this 21st day of June 2016 in Ayden, North Carolina.

AYDEN, NORTH CAROLINA


Stephen W. Tripp, Mayor

ATTEST:


Kimberly Raynor, Acting Town Clerk