



Town of Autryville
Regular Board of Commissioners Meeting Minutes
Tuesday, September 20, 2022
Autryville Town Hall

Commissioners Present:
Mayor Spell
Mayor Pro Tem Baxley
Commissioner Spell
Commissioner Tyndall
Commissioner Baker

Staff Present:
Lisa Jones, Town Clerk

Commissioners Absent:
None

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Spell called the meeting to order at 7:33pm and led everyone in the Pledge of Allegiance. Commissioner Spell offered the Invocation.

2. PUBLIC COMMENT

This portion of the meeting is an opportunity for citizens to speak on any issue concerning the Town of Autryville. A total time limit of 15 minutes will be allotted for this portion of the meeting. Each speaker will have a maximum 3 minutes. The first five residents who sign up with the Town Clerk will have an opportunity to address the Board of Commissioners.

Terry Spell offered to host a Christmas dinner before the December Board of Commissioners meeting for the Mayor, Commissioners, Town Clerk, former town employees, and elderly citizens. He suggested moving the meeting a week early to account for holiday activities. He also passed out a surveyed map of land around water tank. Doug New will be donating land to town. Attorney is preparing deed for property donation. He is continuing to work with other citizens to donate further land around the water tower to build the future public works building. He also spoke in recommendation about a dump truck purchase and spoke about the difficulties of finding trucks for his business, Terry Spell Mechanical Services.

3. ADJUSTMENTS/ADOPTION OF THE AGENDA

a. Adjustments to the Agenda

Commissioner Spell wants to add drainage problem on local citizen's property to New Business items.

b. Adoption of the Agenda

ACTION: Adoption of the Agenda as Presented

Motion: Commissioner Spell
Second: Commissioner Tyndall
Vote: Unanimous

4. PUBLIC HEARINGS

a. 2022-04-ANX "Wayne Honeycutt"



Mayor Spell opened public hearing at 7:45 pm. He shared map of neighborhood plans from builder. Commissioner Spell asked if builder is installing the streets and streetlights and Mayor confirmed he was. Mayor closed public hearing at 7:46 pm and read the ordinance.

ACTION: Approved Ordinance #2022-09-01

Motion: Commissioner Baker
Second: Commissioner Tyndall
Vote: Unanimous

5. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

- a. August 16 2022 Draft Minutes
 - Adopt August 16 2022 Minutes
- b. Resolution Appointing Tax Collector for 2022-2023 Taxes
 - Adopt Resolution #2022-10

ACTION: Adoption of the Consent Agenda as Presented

Motion: Commissioner Baker
Second: Mayor Pro Tem Baxley
Vote: Unanimous

6. FINANCIAL REPORT

- a. Budget vs. Actual Report
Presenter: Mayor Spell

Mayor Spell said budget report is pending transfer of data to new FMS software. He provided commissioners with copies of last three months of bank and credit card statements. There were no questions.

7. GRANT REPORT

Presenter: Mayor Spell

- a. NC DEQ Grant: McGill Engineers divided grant application into water line expansion and water line rehabilitation. He shared map of new water line with commissioners. There will be 250-300 new customers, not including further development on recently annexed land. Rehabilitation includes new taps, water lines, and taps as well as Bluetooth-operated meter readings.
- b. ARPA Funds: The Town has used \$2000 of \$62k.
- c. Stormwater Grant: McGill Engineering is 45% complete with designs. Water system will take properties out of 25-year floodplain.
- d. SCIF Paving Grant: The Town is still waiting for asphalt prices to decrease.



e. USDA Equipment Purchase: Mayor Spell presented quote from a new company for \$80k for new dump truck since the previous quote by Ford is not being fulfilled by the company. Mayor listed differences between this truck and previously approved truck, which was quoted at \$50k. USDA will not approve further increases in grant money. Town has \$40k left in USDA funds. Mayor proposed using unallocated funds to pay the balance between the USDA grant balance and the truck balance.

ACTION: Purchase New Truck from Capital Ford using USDA Grant and Funds from Unallocated Funds

Motion: Commissioner Spell

Second: Commissioner Baker

Vote: Unanimous

8. OLD BUSINESS

a. Events and Beautification Committee

Presenter: Mayor Spell

Mayor Spell explained that further investigation into the rules for a committee were too cumbersome on the board and recommend doing all business for Town events during the Board of Commissioners meeting.

ACTION: Abolish Events and Beautification

Motion: Mayor Pro Tem Baxley

Second: Commissioner Tyndall

Vote: Unanimous

b. Miss Autryville Pageant Update

Presenter: Mayor Pro Tem Baxley

The pageant has been moved to April to increase profit to the town. Town Clerk will make order form and collect money for Christmas angels. Board members directed mayor and clerk to investigate taking payment with credit cards, such as Square and Cashapp.

c. Pole Mounted Flags Update

Presenter: Commissioner Tyndall

Town Clerk has turned in flag model. Commissioner Tyndall will turn it into a flag for presentation to the board.

d. Town Hall Renovations

Presenter: Mayor Spell

Flooring is finished. Duke Energy quote did not include all fixtures, so he will return to finish. Painters returning after electrician is finished to touch up paint.

e. FMS Software Update

Presenter: Town Clerk Lisa Jones



Southern Software has made copies of Citipak data and given it to programmers. The timeframe for going live on the software remains 90 days.

9. NEW BUSINESS

a. Drainage Issues

Presenter: Commissioner Spell

Commissioner Spell presented pictures of pipes flooding near the old bridge. He requested Public Works Director Chris Bullard to clear out ditch. Commissioner Spell informed board that the ditch is owned by the Town, not the State of North Carolina.

b. Public Works Facility Dedication

Presenter: Mayor Spell

Mayor proposed dedicating the new building to the Cashwell Family, in honor of their service to the town.

ACTION: Dedicate Public Works Building to Cashwell Family

Motion: Commissioner Baker

Second: Commissioner Tyndall

Vote: Unanimous

c. Sampson County Public Works Rate Increase

Presenter: Mayor Spell

Sampson County increased water rate effective September 1st by fourteen cents. Mayor recommends waiting until Water Department Study comes out before increasing any rates. The commissioners directed Town Clerk to make Facebook post to announce to the public.

ACTION: Increase Cost of Selling Water to Sampson County

Motion: Commissioner Tyndall

Second: Commissioner Baker

Vote: Unanimous

d. Simple Clinic Proposed Fees for Occupational Medicine Services

Presenter: Mayor Spell

The contract for Simple Clinic to handle health-related issues with employees that is independent of the town or employee. The Simple Clinic has multiple locations in the local area. The clinic will also be able to recommend best practices for outbreaks of Covid-19.

ACTION: Approve Simple Clinic Contract

Motion: Mayor Pro Tem Baxley

Second: Commissioner Tyndall

Vote: Unanimous



e. New Laptop and Docking Station Quote by Ross IT Services

Presenter: Mayor Spell

The laptop will allow the town clerk to work from home during emergencies, such as natural disaster.

ACTION: Approve Expenditure for Purchase of Laptop and Docking Station

Motion: Mayor Pro Tem Baxley
Second: Commissioner Tyndall
Vote: Unanimous

f. Employee Mileage Reimbursement Rates

Presenter: Mayor Spell

The mileage rate for reimbursement according to the IRS has increased to 62.5 cents due to gas prices.

ACTION: Approve Reimbursement of Town Employees for Mileage Using Personal Vehicles on Town Business Matching IRS Rates

Motion: Commissioner Tyndall
Second: Commissioner Baker
Vote: Unanimous

g. Autryville Water System Extension Funding

Presenter: Mayor Spell

McGill Engineering recommends passing the following resolution to clarify the funding process as part of a grant proposal for extending the Autryville water utility system.

ACTION: Adopt Resolution #2022-11

Motion: Commissioner Baker
Second: Commissioner Tyndall
Vote: Unanimous

h. Autryville Water System Rehabilitation Project Funding

Presenter: Mayor Spell

McGill Engineering recommends passing the following resolution to clarify the funding process as part of a grant proposal for rehabilitating the existing water system in Autryville.

ACTION: Adopt Resolution #2022-12

Motion: Commissioner Baker
Second: Commissioner Tyndall
Vote: Unanimous

10. ADJOURNMENT



a. Adjourn the Meeting

With there being nothing further the meeting was adjourned at 9:02 p.m.

ACTION: Motion to Adjourn

Motion: Commissioner Spell
Second: Commissioner Tyndall
Vote: Unanimous

Duly adopted this the 15th of November, 2022 while in regular session.

Grayson Spell
Mayor

ATTEST:

Lisa Jones
Town Clerk

