



Town of Autryville
Regular Board of Commissioners Meeting Minutes
Tuesday, August 20, 2024
Autryville Town Hall

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

Staff Present:
Lisa Jones, Town Clerk

Commissioners Absent:

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Spell opened the regular board meeting at 7:30 pm. Mayor Spell led the pledge of allegiance and Commissioner Honeycutt said the prayer.

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.

A member of the public asked the board about the actions happening on Minnie Hall Rd and the board's responsibilities in that area. Mayor Spell explained the town had received a grant to extend the water utility lines down Minnie Hall Rd. A water utility line cannot be extended down Fox Run Ln due to street easements. Mayor Spell advised the citizens to inquire with their builders if utility easement maps can be found.

3. ADJUSTMENTS/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda

No adjustments.

- b. Adoption of the Agenda

ACTION: Adoption of the Agenda
Motion: Commissioner Honeycutt
Second: Commissioner Spell
Vote: Unanimous

4. CONSENT AGENDA

- a. Approve July 16 2024 Draft Minutes

ACTION: Adoption of the Consent Agenda
Motion: Commissioner Tyndall
Second: Mayor Pro Tem Baxley
Vote: Unanimous

5. FINANCIAL REPORT



a. Budget vs. Actual Statements

The general and water fund budget is provided to the board.

b. Credit Card Charges

Last month's credit card charges were provided to the board.

c. Water Department Usage and Savings

The town is currently using approximately 25-28,000 gallons a day.

6. GRANT REPORT

a. Minnie Hall Road Water Line Extension

Total grant amount is 1.9 million dollars.

b. Autryville Stormwater Improvement

The grant has moved to construction bid phase.

ACTION: Approve Resolution #2024-11 to Accept 2023 Appropriations Act Directed Projects Grant offer of \$886,500

Motion: Commissioner Tyndall

Second: Mayor Pro Tem Baxley

Vote: Unanimous

c. Street Paving Grant

Project is progressing on time.

d. NCORR Grant for Local Government Services

Paula Stewart will be meeting at Town Hall to investigate any unknown ordinances for updated Code of Ordinances.

e. Asset Inventory and Analysis (AIA) Grant

Project is progressing on time pending FY 2023 Audit.

7. STREET DEVELOPMENT & MAINTENANCE

a. W Old Stage Rd Stormwater Improvements

Barnhill Construction has quoted a rental of a mini-excavator with operator for \$140/hour and lowboy for \$285/hour to fix drainage issues. Joyner Keeney has provided a quote of \$3,200 to survey the town-owned parcel at Gray St at NC 24 and Old Stage Rd. Repairs will begin after the survey has been finished.

ACTION: Approve Barnhill Construction and Joyner Keeney Quote

Motion: Commissioner Spell

Second: Mayor Pro Tem Baxley

Vote: Unanimous

b. W Williams St Stormwater Improvements

No update

8. HOUSING & COMMERCIAL DEVELOPMENT



- a. Horseshoe Road New Houses
Houses are being built.

9. PUBLIC WORKS FACILITY

- a. Development and Construction
Funds for the project is included in earmark requests.
- b. Tree Removal
Daw Tree Company is in the end stages of finishing projects pending weather.

10. OLD BUSINESS

- a. Ethics for Municipal Officials Training
Presenter: Mayor Spell

Tabled

- b. Downtown Flags
Presenter: Commissioner Tyndall
Waiting on weather to cooperate.

- c. 208 W Williams St Bill Collection
Presenter: Town Clerk Jones
No update from Town Attorney

- d. Downtown Security Cameras
Presenter: Mayor Spell

Star Communications bid for four downtown cameras, a recorder, and all labor and materials.

ACTION: Approve Star Communications Quote for \$13,550.11

Motion: Mayor Pro Tem Baxley

Second: Commissioner Baker

Vote: Unanimous

- e. FY 2023 Audit
Presenter: Mayor Spell

Town Clerk is finished with the general fund ledger, moving to the water fund.

- f. AMI Collector Issues
Presenter: Mayor Spell

The AMI collector is having issues working consistently. Fortiline will assist next week in repair.

- g. Boy Scout Project
Presenter: Town Clerk Jones

No updates at this time.

- h. Water Tower Alarm System
Presenter: Mayor Spell

The board has decided not to move any further with project. Remove from future agenda.

11. NEW BUSINESS

- a. Bidding Requirements
Presenter: Town Clerk Jones

According to town ordinance, only purchases that are above \$500 need approve from the Mayor. According to state law, purchases above \$50,000 must go through a bid process.

- b. Town Hall HVAC Replacement
Presenter: Mayor Spell

The HVAC that services the boardroom at Town Hall is no longer working. The Mayor has approved a replacement from Spells Mechanical Services for \$11,897. It has been ordered and will be installed when shipped.

- c. Credit Card Spending Limits
Presenter: Town Clerk Jones

The Town Clerk has requested her credit card limit be increased to \$1,500 to match the Public Works Director Chris Bullard and avoid overlimit fees.

ACTION: Raise Credit Card Limit to \$1,500 for Town Clerk
Motion: Commissioner Tyndall
Second: Mayor Pro Tem Baxley
Vote: Unanimous

- d. Public Works Intern Employment
Presenter: Mayor Spell

Connor Bullard the Public Works intern has graduated from trade school and is inquiring about full-time work with the town. The board decided that they are not able to offer him a salary that would be competitive with work in the private sector but would like to revisit during the next fiscal year.

- e. Railroad Street Service Line Leak
Presenter: Mayor Spell

The public works department fixed a service line leak on Railroad Street.

- f. Sick and Vacation Leave Policy
Presenter: Mayor Spell

Mayor Spell proposed paying employees for time earned at the end of the fiscal year. Tabled to next meeting.

14. ADJOURNMENT

- a. Closing Comments
- b. Adjourn the Meeting at 8:15 pm.

ACTION: Adjourn the Meeting
Motion: Commissioner Spell
Second: Commissioner Tyndall

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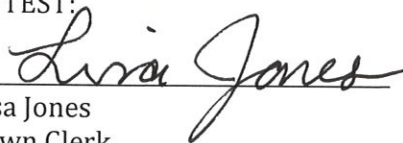
ACTION: Adjourn the Meeting
Motion: Commissioner Spell
Second: Commissioner Tyndall
Vote: Unanimous

Duly adopted this the 17th of September, 2024 while in regular session.



Grayson Spell
Mayor

ATTEST:



Lisa Jones
Town Clerk

