



**Town of Autryville  
Regular Board of Commissioners Meeting Minutes  
Tuesday, January 17, 2023  
Autryville Town Hall**

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Commissioners Present:  
Mayor Spell  
Mayor Pro Tem Baxley  
Commissioner Spell  
Commissioner Tyndall  
Commissioner Honeycutt\*

Staff Present:  
Lisa Jones, Town Clerk

Special Guests:  
Paula Stewart, Mid-Carolina Regional Council  
Kimberly Moffett, Mid-Carolina Regional Council

Commissioners Absent:  
Commissioner Baker

\*Arrived at meeting at 9:25pm

#### 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Spell opened the regular board meeting at 7:30 pm and led the Pledge of Allegiance. Commissioner Spell gave 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.*

There were no public comments.

#### 3. ADJUSTMENTS/ADOPTION OF THE AGENDA

a. Adjustments to the Agenda

Mayor added Christmas Lights and Town Hall Conference Table to the New Business section of the agenda.

b. Adoption of the Agenda

ACTION: Adoption of the Agenda as Presented

Motion: Mayor Pro Tem Baxley

Second: Commissioner Tyndall

Vote: Unanimous

#### 4. SPECIAL PRESENTATION

a. Board of Commissioners Training

Presenter: Paula Stewart and Kimberly Moffett, Mid-Carolina Regional Council



Kimberly Moffett explained the basics of how a board works, how a commissioner joins the board, the types of board meetings, tricky situations that can affect meeting rules, meeting agenda rules and standards, the different actions a board can make (resolution, ordinance, proclamation), and record rules. Paula Stewart explained the need for a town commissioner and employee handbook, types of hearings, annual agenda items, advisory boards vs committees, and fiscal responsibility.

## 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. December 13 2022 Draft Minutes
  - Adopt December 13 2022 Minutes

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

## 6. FINANCIAL REPORT

- a. Tax Collection Report

Town of Autryville property taxes billed was \$53,664,178. We have collected \$43,414.50.

- b. Budget vs. Actual Statements

Budget presented is the first completed report using new financial software FMS. Mayor Spell explained the purpose of the two ordinances was to pay for expenses the town has already incurred due to specific purposes, not to cover budget shortcomings.

ACTION: Adopt Ordinance 2023-01-01 "Trailer and Dump Truck Purchase"  
Motion: Commissioner Spell  
Second: Commissioner Tyndall  
Vote: Unanimous

ACTION: Adopt Ordinance 2023-01-02 "Town Hall Renovations"  
Motion: Mayor Pro Tem Baxley  
Second: Commissioner Tyndall  
Vote: Unanimous

## 7. GRANT REPORT

- a. NC DEQ Grant

Total amount of 2 grant applications is \$13 million. The decision will be made by February 2023.

- b. ARP Stormwater Grant



Work has been done for this study, but the Town has not been able to receive reimbursement for funds expended because the resolution below has not been passed.

ACTION: Adopt Resolution 2023-01 “Accepting ARP Grant Offer”  
Motion: Mayor Pro Tem Baxley  
Second: Commissioner Tyndall  
Vote: Unanimous

c. SCIF Paving Grant

No funds have been utilized. April 2023 is the current goal to purchase funds.

d. USDA Equipment Purchase

The town is waiting for reimbursement from the USDA, which will affect our budget.

e. NCORR Grant for Local Government Services

Approximately 75% of grant has been utilized. The town intends to reapply when funds are empty.

f. Asset Inventory and Analysis Grant

Approximately 10% of the study has been completed.

## 8. DEVELOPMENT

a. Minnie Hall Road New Houses

The mayor informed the board the owners of the property have inquired about who owns a trailer and land on Fox Run Ln for purchase.

b. Horseshoe Road New Houses

Site designs have been signed by the Mayor.

c. Annexation meetings with Sampson County

The Mayor met with Sampson County Tax Collector and Assistant Tax Collector to aid with the tax collection for new properties being added to tax collection and GIS.

## 9. OLD BUSINESS

a. Miss Autryville Pageant Update  
Presenter: Mayor Pro Tem Baxley

April 27<sup>th</sup> 2023 has been chosen for the date of the pageant. Registrations will open early February, then titles will be chosen. Any local girl will be eligible to compete.



- b. Pole Mounted Flags Update  
Presenter: Commissioner Tyndall

Commissioner Tyndall presented a scan of the prototype flag with drawing and Autryville logo. She will present an actual flag at the next meeting.

- c. FMS Software Upgrade  
Presenter: Mayor Spell

FMS Software went live on December 5<sup>th</sup>.

## 10. NEW BUSINESS

- a. State Budget Requests  
Presenter: Mayor Spell

Mayor Spell needs to send state budget requests from Autryville to State Senator Brent Jackson in early February.

Items to Request:

Town Park \$350,000

Street Paving \$500,000

Public Works Building

- Mayor Spell presented a diagram of the proposed building and explained the dimensions of the building as well as the different aspects of the plans. Preparation of the land for the building is included in the quote. Commissioner Spell commented that the diagram is set up for emergency water utility events. Mayor will have the quote by the end of the month.
- Stormwater Improvements
- Mayor Spell is waiting for communications from the office of Senator Jackson to put forth a price point.

- b. Response to the Auditor's Findings, Recommendations, and Fiscal Matters  
Presenter: Mayor Spell

Mayor Spell read the letter to the Local Government Commission to respond to the two significant deficiencies presented by the auditor for Fiscal Year 2021.

ACTION: Submit Letter to the Local Government Commission

Motion: Mayor Pro Tem Baxley

Second: Commissioner Tyndall

Vote: Unanimous

- c. Postal Permit  
Presenter: Mayor Spell

Mayor Spell explained the benefits of the postal permit from the US Post Office. Town Clerk Jones explained the costs of the permit and the unexpected news that the mail would have to be taken to the Post Office in downtown Fayetteville. The board decided to not move forward with the postal permit.

- d. Stormwater Repair



Presenter: Mayor Spell

Mayor Spell showed the board a map of the intersection of Hunters View Dr and E Old Stage Rd that has a significant stormwater flooding issue. Mayor Spell proposed the building of ditches and seed back on either side of the road and spread stone in road to divert water into swall. A quote from McDonald Materials Inc is \$9,500. Mayor Spell indicated that moving the stormwater could affect other areas. Powell Bill funds could be used to offset the cost.

**ACTION:** Approve \$9,500 Proposal from McDonald Materials

**Motion:** Commissioner Spell  
**Second:** Commissioner Baker  
**Vote:** Unanimous

- e. Town Hall Conference Table  
Presenter: Mayor Spell

Current conference table will not fit six board members and face the public during meetings. American Woodworkery, a local company, is designing a 14' table with a removal front panel with delivery and installation. He is estimating it will be \$5,000.

**ACTION:** Approve American Woodworkery Quote for \$5,000

**Motion:** Mayor Pro Tem Baxley  
**Second:** Commissioner Honeycutt  
**Vote:** Unanimous

- f. Christmas Lights  
Presenter: Mayor Spell

Mayor Spell proposed replacing the current Christmas lights downtown with LED lights and choosing different colors and fixtures. Mosca Design is current running a 30% sale due to the season. Each new fixture is \$452.

**ACTION:** Approve Mosca Design quote for \$2,129 to buy two new fixtures and replace 1500 LED lights in existing fixtures

**Motion:** Commissioner Spell  
**Second:** Commissioner Tyndall  
**Vote:** Unanimous

## 10. ADJOURNMENT

- a. Adjourn the Meeting

**ACTION:** Motion to Adjourn at 9:45pm  
**Motion:** Commissioner Spell  
**Second:** Mayor Pro Tem Baxley  
**Vote:** Unanimous



Duly adopted this the 21st day of February, 2023 while in regular session.

A blue ink handwritten signature, appearing to be 'Grayson Spell', written over a horizontal line.

Grayson Spell  
Mayor

ATTEST:

A blue ink handwritten signature, appearing to be 'Lisa Jones', written over a horizontal line.

Lisa Jones  
Town Clerk

