



**TOWN OF AYDEN  
GOVERNING BOARD MEETING  
MINUTES**

**November 14, 2016** – 7:00 pm  
Ayden Town Hall – Second Floor Boardroom

**I. CALL TO ORDER**

A. Call to Order  
Mayor Pro-tem Skinner called the meeting to order at 7:00 p.m.

B. Roll Call  
Present:  
Mayor Tripp (arrived at 8:07p.m.)  
Commissioners Davenport, Harris, Mewborn, Ross and Skinner

Absent:  
None

Also Present:  
Steven Harrell - Town Manager  
Sarah Radcliff– Town Clerk  
Phillip R. Dixon –Town Attorney  
Scott Dixon- Associate Attorney

C. Welcome Visitors  
  
Mayor Pro-Tem Skinner welcomed everyone to the meeting.

D. Invocation  
  
Commissioner Davenport gave the invocation.

E. Pledge of Allegiance  
  
Mayor Pro-tem Skinner led the Pledge of Allegiance.

F. Approval of the Agenda  
  
Mayor Pro-tem Skinner stated they needed to add an appointment to the Mid-East Commission to the agenda.  
  
Motion to approve the agenda as revised.

Motion: Commissioner Harris  
Second: Commissioner Mewborn  
Discussion: None  
Approved: 4-0  
Motion passed unanimously.

## II. PRESENTATIONS

### A. Accounting Services for the Ayden Housing Authority

Brenton Umphlett, CPA, is currently under contract with the Town of Ayden to provide accounting services for the Ayden Housing Authority (AHA); said contract is through March 31, 2017. Mr. Umphlett's firm has provided accounting services to the AHA for the last 10 years.

It is recommended that Mr. Umphlett's contract for accounting services for the AHA be extended from March 31, 2017 through the end of Fiscal Year 2017 – 2018, expiring June 30, 2018. At that time, the Board could consider another two-year contract with the firm. Mr. Umphlett provides accounting services essential to assuring the Town's compliance with U.S. Dept. of Housing and Urban Development (HUD) regulations. Said accounting services would be paid as it has in the past through the AHA budget. Essentially, this would be the same arrangement the Town has had with the operations of the AHA over the years. Mr. Umphlett will provide a brief description of his services to the AHA covered under the contract.

Mr. Umphlett stated he currently provides the monthly maintenance of the general ledger and financial report preparation, original and amended budget preparation, adjusting and closing of the general ledger at fiscal year-end and providing materials to the public housing authority and to the auditor, electronic filing of the unaudited financial data schedule to the real estate assessment center, preparation of the PHA's Management Discussion Analysis, preparation of the semi-annual cash balance reports, and provides advisory services on an as needed basis.

Commissioner Davenport stated they had done an awesome job and she was very pleased with their work thus far.

Manager Harrell stated they were suggesting this to the board because the Housing Authority has a lot to do as far as HUD is concerned. He stated their firm has been handling the books for the past ten years and felt they should continue because of their extensive knowledge.

Motion to approve extension of contract for accounting services for the AHA with Brenton Umphlett, CPA, through June 20, 2018.

Motion: Commissioner Davenport  
Second: Commissioner Harris  
Discussion: None  
Approved: 4-0  
Motion passed unanimously.

### III. PUBLIC COMMENTS

John Hall, 301 Third Street, Ayden, addressed the board. Mr. Hall stated there was a situation in his neighborhood on Halloween night that he wanted to make the board aware of. He said there was a lot of traffic in the area and several hundred children were out trick or treating. He said he was waiting to cross the street when a car did not want to stop so they could cross safely. He asked the board to consider blocking a section of Third street off on Halloween night from Verna to Snow Hill Street to make it safer for families to get out and go trick or treating.

Mayor Pro-tem Skinner stated the board was very concerned with that and he knew that Chief Stanley would do what they could. He stated that Third Street is a state owned highway and trying to close it off may be difficult. Skinner stated maybe we could put an extra street light there to brighten up the area.

Manager Harrell suggested he speak with Chief Stanley about ways to make it safer, whether it be closing the street or putting some officers in the area.

Commissioner Harris stated he lived only a few houses down from Mr. Hall and confirmed it was a very busy night and that most cars are respectful; however, there are always a few that are not.

Commissioner Mewborn thanked Mr. Hall for coming out and having such a good vision.

### IV. PUBLIC HEARING

#### A. Public hearing for a zoning text amendment by Rivers & Associates, Inc. – Article 7, Section 7-1

Manager Harrell stated Planning Director, Stephen Smith, would present to the board. Mr. Smith stated the applicant is requesting a zoning text amendment to Section 7-1 (Planned Building Group Regulations for Apartments and Condominiums). The proposed amendment is as follows:

Remove – and maximum impervious coverage ratio  
Remove – Maximum Impervious Coverage ratio shall be 35%

Mr. Smith stated that currently the Town of Ayden Zoning Ordinance required that the maximum impervious coverage ratio shall be 35%. He said this ratio is usually seen in the twenty coastal counties covered by the Coastal Area Management Act. The applicant is asking that this requirement be removed. Our impervious coverage requirement is handled with other requirements in our ordinance as well as in the Town's Stormwater Management permitting process. Mr. Smith stated staff recommends approval of Zoning Text Amendment as presented. He said at the October 17th, 2016 Planning Board meeting, the Planning Board voted unanimously to recommend approval of the Zoning Text Amendment.

Mayor Pro-tem Skinner opened the public hearing.

Jim Walker with Rivers and Associates addressed the board. He stated he was putting together a proposal for some work in Ayden and saw the language regarding the 35% ratio. He said the consultant that put the ordinance together in the 80's was from Wilmington, which is in a

coastal county. Mr. Walker said he felt the language was not supposed to be included in our ordinance and had just never been addressed. He said he felt it would be appropriate to remove it because under normal multi-family regulations there are stipulations on setbacks, side setbacks, parking requirements, open space requirements, etc. He said most of the time the 35% is for the 21 coastal counties.

Mayor Pro-tem Skinner closed the public hearing.

Motion: Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is consistent with the aforementioned plan and is reasonable and in the public interest and I move to adopt Zoning Text Amendment Ordinance No. 16-17-08.

Motion: Commissioner Harris

Second: Commissioner Mewborn

Discussion: None.

Approved: 4-0

Motion passed unanimously.

B. Public hearing for a zoning text amendment by Rivers & Associates, Inc. – Article 9, Section 9-7

Manager Harrell stated Planning Director, Stephen Smith, would present to the board. Mr. Smith stated the applicant is requesting a zoning text amendment to Section 9-7 (Minimum Parking Requirements). The proposed amendment is as follows:

Add – Land Use: Senior or Elderly Living Facility

Add – Parking Requirement: 1.25 Parking spaces on the same lot for each dwelling unit

Mr. Smith stated currently the Town of Ayden Zoning Ordinance does not have specific parking requirements for housing complexes designed for senior or elderly residents. Currently the Zoning Ordinance requires 2 parking spaces on the same lot for two-family and multi-family dwellings. A survey of surrounding jurisdictions was completed and the proposed 1.25 spaces per dwelling unit is in line with their requirements. Mr. Smith said the survey results are included in your packet. He stated staff recommends approval of Zoning Text Amendment as presented and at the October 17th, 2016 Planning Board meeting, the Planning Board voted unanimously to recommend approval of the Zoning Text Amendment.

Mayor Pro-tem Skinner opened the public hearing.

Jim Walker, Rivers and Associates, addressed the board. Mr. Walker stated he noticed there was no parking differentiation in the types of parking as it is in sister cities so he wanted to bring it to our attention and see if it could be added.

Mayor Pro-tem Skinner closed the public hearing.

Motion: Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is consistent with the aforementioned plan and is reasonable and in the public interest and I move to adopt Zoning Map Amendment Ordinance No. 16-17-09.

Motion: Commissioner Mewborn

Second: Commissioner Ross

Discussion: None.

Approved: 4-0

Motion passed unanimously.

## **V. CONSENT AGENDA**

- A. Meeting Minutes of October 24, 2016
- B. Transfer of Used Patrol Car to Fire Department
- C. Resolution Designation of Applicant's Agent for State and FEMA Assistance
- D. Approval of Charge-Offs for the Ayden Housing Authority

Motion to approve consent agenda.

Motion: Commissioner Davenport

Second: Commissioner Ross

Discussion: None

Approved: 4-0

Motion passed unanimously.

## **VI. ACTION ITEMS**

- A. Resolution 16-17-09 Kennedy Estates Second Access Road Report

Manager Harrell stated On Wednesday, October 26, 2016, staff hosted a Kennedy Estates stakeholders' meeting to discuss the possibility of a second access road into the subdivision. Notices were mailed to the residents of the subdivision inviting them to this meeting. At the meeting, attended by approximately 40 persons, staff presented the second access road results of a Kennedy Estates Neighborhood Plan as adopted by the Board of Commissioners in May, 2012 (see plan enclosed along with adopted resolution).

Essentially, in 2012, of the only two (2) second access road options considered in the Plan, residents of Kennedy Estates preferred the option of extending Brown Road south to connect to Thad Little Road as opposed to the other option, that being connecting Rusk Road to Old Hwy. 11. Funding options for the preferred Brown Road extension cited in the Board adopted Plan were: (1) the formation of a Property Owners Association (POA) to work in conjunction with the Town to monitor the availability of grant funding for the project and/or (2) the POA to make this issue a long-term goal and work towards generating the funding through Association dues.

Manager Harrell stated at the Kennedy Estates Stakeholders' meeting on Oct. 26<sup>th</sup>, the attendees discussed a third option for the second access road, that being extending Brown Road north to connect with West Avenue and unanimously voted to recommend to the Board of Commissioners that this third option be the one to pursue. Manager Harrell stated staff recommends that the Board authorize having McDavid & Associates determine the estimated costs for the southern route as the second access road into Kennedy Estates and that staff monitor the availability of potential grants for a second access road.

Commissioner Mewborn asked the manager if the POA had been formed yet.

Manager Harrell stated there was not a POA.

Commissioner Mewborn asked when it would take place.

Manager Harrell stated that was up to the property owners in Kennedy Estates. He said the town would not establish a POA.

Commissioner Mewborn said he felt there was going to be a problem with that. He said he would feel more comfortable once they have formed the POA.

Manager Harrell asked to clarify that Commissioner Mewborn wanted the POA formed before the town went any further in the process.

Commissioner Mewborn stated he felt that was best path to take. He said most of the people in the subdivision are renters.

Manager Harrell stated he could add that language to the motion.

Motion: To adopt the enclosed resolution with the added stipulation that a POA must be formed before authorizing the estimate from McDavid & Associates and that staff will continue monitoring the availability of potential grants for a second access road.

Motion: Commissioner Mewborn

Second: Commissioner Davenport

Discussion: None

Approved: 4-0

Motion passed unanimously.

#### B. Appointment to the Ayden Arts & Recreation Commission

Manager Harrell stated a member of the Arts & Recreation Commission had resigned leaving a vacancy. The vacancy was advertised in the Times Leader and The Daily Reflector for two weeks. Staff received one application before the deadline.

Motion to appoint Michelle Atwater to the Arts & Recreation Commission to a three-year term to expire on September 30, 2019.

Motion: Commissioner Mewborn

Second: Commissioner Ross

Discussion: None

Approved: 4-0

Motion passed unanimously.

#### C. Approval of Final Plat – Edmonson Construction Company of Greenville, LLC – Grayleigh Subdivision, Section 2, Phase 2

Stephen Smith, Planning Director, said the Town has received a request for approval of a Final Plat submitted by Edmonson Construction Company of Greenville, LLC. The submitted Final Plat depicts 6 lots on 11.856 acres with frontage on the proposed Grayleigh Drive. (Pitt County Parcel # 05247). He stated the Preliminary Plat for 18 total lots was approved by the Board of Commissioners on August 10th, 2015 after a favorable recommendation from the Planning Board. A Final Plat for Section 1, totaling 4 lots, was approved by the Board of Commissioners on August 10th, 2015 after a favorable recommendation from the Planning Board. A Final Plat for Section 2, Phase 1, totaling 8 lots, was approved by the Board of Commissioners on August 8th, 2016 after a favorable recommendation from the Planning Board. Mr. Smith stated the property is located within the Town's ETJ and is currently zoned RA-20 (Residential / Agricultural). Proposed lots 8-13 will have driveway access to the proposed Grayleigh Drive as approved by NCDOT. Water is available to the site provided by Eastern Pines Water Corporation; Electric service will be provided by the Town of Ayden; and sanitary sewer disposal will be provided via septic systems. Off-site notification fields are shown and being utilized and the required easements are reflected on the plat. Smith stated staff has reviewed the submitted Final Plat and the plat has been found to meet all applicable requirements of the Town's Subdivision Regulations. As such, staff recommends approval of the Final Plat. Planning Board voted unanimously to recommend approval at their October 17th, 2016 Planning Board meeting.

Motion to approve the Final Plat for Grayleigh Subdivision, Section 2, Phase 2.

Motion: Commissioner Harris

Second: Commissioner Davenport

Discussion: None

Approved: 4-0

Motion Passed unanimously.

D. Approval of Revised Preliminary Plat – Rivers & Associates, Inc. – The Arbors

Stephen Smith, Planning Director, stated the Town has received a request for approval of a Revised Preliminary Plat submitted by River & Associates, Inc. The submitted Revised Preliminary Plat depicts 129 lots on 49.89 acres. The original Preliminary Plat was approved by the Board of Commissioners on December 1, 2006. Mr. Smith stated the property is located within the Town's City Limits and is currently zoned R-8 (Residential) and MF (Multifamily). This plan will reduce the number of proposed lots from 153 to 129 with the combination of lots 38-62 into one lot. This plan also removes the proposed access to Juanita Avenue leaving the development with three access points. All other aspects of the plan remain unchanged. Smith stated staff has reviewed the revised Preliminary Plat and the plat has been found to meet all applicable requirements of the Town's Subdivision Regulations. As such, staff recommends approval of the Revised Preliminary Plat. At the October 17th, 2016 Planning Board meeting, the Planning Board voted unanimously to recommend approval of the Revised Preliminary Plat.

Motion to approve the Revised Preliminary Plat for the Arbors Subdivision.

Motion: Commissioner Harris

Second: Commissioner Ross

Discussion: None

Approved: 4-0

Motion passed unanimously.

E. Approval of Final Plat – Rivers & Associates, Inc. – Lot 38, The Arbors

Stephen Smith, Planning Director, stated the Town has received a request for approval of a Final Plat submitted by Rivers & Associates. The submitted Final Plat depicts (one) 1 lot on 6.71 acres with frontage on Second Street and Juanita Avenue. (Portion of Pitt County Parcel # 15252). Smith stated the property is located within the Town's City Limits and is currently zoned MF (Multifamily). Water, sewer and electric are available to the site provided by the Town of Ayden. Smith stated staff has reviewed the submitted Final Plat and has found it to meet all applicable requirements of the Town's Subdivision Regulations and is in compliance with the Revised Preliminary Plat which is pending approval. As such, staff recommends approval of the Final Plat contingent upon approval of the Revised Preliminary Plat. The Planning Board voted unanimously to recommend approval of the Final Plat at their October 17th, 2016 Planning Board meeting.

Motion to approve the Final Plat for Lot 38, The Arbors Subdivision.

Motion: Commissioner Mewborn

Second: Commissioner Harris

Discussion: None

Approved: 4-0

Motion passed unanimously.

F. Ordinance 16-17-10 Budget Amendment approving Christmas Bonus Gift Cards

Manager Harrell stated this amendment will appropriate Fund Balances to cover the expense of gift cards to Town employees for a Christmas Bonus, as the current FY 16/17 did not appropriate funds for gift cards. Harrell stated in past fiscal years, it has been customary for the Board of Commissioners to approve Town employees to receive Christmas Bonus gift cards. Last FY 15/16 the Board approved that each Town employee and Police Reserve Officers receive a \$300 gift card for a Christmas Bonus. As stated, the current FY16/17 does not have funds appropriated for this purpose, however, it was reported to the Town Manager that the Board noted during budget preparations last year that it would discuss the bonus as the Christmas season nears.

Commissioner Davenport asked if we had the money allotted.

Manager Harrell said we did not, that was why they were asking for a budget amendment. He stated it would be taken out of fund balance and there are adequate funds in the fund balance to cover it.

Mayor Pro-tem Skinner asked if we were on target with our budget. He said they had a hard time balancing the current budget and did not want to put us in a bind.

Alicia Simpson, Finance Director, stated they had only had one unexpected expense thus far and that had previously been brought before the board. She said we were doing well at this time.

Commissioner Mewborn stated there was some discussion last year about the bonus being the same across the board. He asked the manager if we were still there.

Manager Harrell stated everyone would receive the same amount.

Motion to adopt the attached Budget Ordinance amendment to appropriate monies to cover the costs of the purchase of the gift cards for the Town employees for a Christmas bonus. Total cost for bonuses is \$23,700.

Motion: Commissioner Mewborn

Second: Commissioner Harris

Discussion: None

Approved: 4-0

Motion passed unanimously.

G. Approval of report by MHA Works for District Park future phases 2A and 2B

Manager Harrell stated MHA Works had provided cost estimates to build future phases of the District Park. He said they have divided the future phases into two parts. Manager Harrell introduced Linda Creech from the Arts and Rec. Foundation and Amber Idol from MHA Works to present to the board.

Amber Idol, MHA Works, stated Ron Pledger of Dibble & Pledger PA was also with her. Mr. Pledger introduced himself and stated they were electrical, mechanical and plumbing engineers out of Washington, NC. Ms. Idol also recognized Scott Anderson with ARK Consulting Group for their contributions. Ms. Idol stated Phase 2A included the following:

Two 225' Baseball fields

Two 300' Baseball fields

A 50'X 50' Concession Stand with restrooms and press box

Four 14'x70' Batting Cages

Two Parking lots

Relocation of two adjacent Frisbee golf goals

Brick Paver walkway- featuring engraved pavers by donation

Ms. Idol stated Phase 2B includes:

Amphitheater with approximately 300 seats and open areas for viewing

Restrooms and concessions near existing Fields

Maintenance building

Additional picnic shelters

Walking track/Greenway

Ms. Idol stated there had also been some talk about a Walk of Fame featuring athletes that have come from Ayden.

The cost estimate for Phase 2A is \$3,595,382. The cost estimate for Phase 2B is \$1,489,987, for a total of \$5,085,369 for both phases.

Commissioner Mewborn asked Ms. Idol to go into more detail regarding the safer route. Ms. Idol said it was something she saw in a previous layout done by Withers and Ravenel. She said the problem with that route would be crossing the ravine. She stated there would have to be some kind of bridge structure to get across that. She said it was behind the Frisbee golf area and there was a

neighborhood on that side. She said they would connect from the greenway around the baseball field and then have some type of bridge structure and then cross into the neighborhood.

Commissioner Mewborn asked if they were planning on doing that in this phase.

Ms. Idol stated they had discussed it and she felt it was important. She said they were open to suggestions and additions from the board.

Manager Harrell stated he and Stephen Smith had discussed that and he was going to get some cost estimates as to what it would take to provide the greenway access from the back side. He said he was thinking along the lines of a multi-purpose trail that would allow for bikes, walkers and runners.

Mayor Pro-tem Skinner said he would also like to see that and that it would help the park. He said there was always a concern for children's safety.

Manager Harrell recommended the board not make a decision as to whether or not to move forward until there was a new concept and cost estimate presented.

Commissioner Harris thanked Ms. Idol and Mrs. Creech for their hard work on the project. He said it was important for everyone to understand that the ball fields in Ayden are not on town owned property. He said they were owned by the school system and they could shut us down at any point if they needed to.

Mrs. Creech stated this type of presentation and layout was needed in order to apply for grants and funding. She stated Ms. Idol and MHA Works had worked for six months or more for free to provide this for the town.

Commissioner Mewborn asked for more information on the Walk of Fame.

Ms. Idol stated her boss, Albi McLawhorn, was from Ayden, and had the idea to showcase some of the athletes that came from Ayden with larger pavers that would form a walkway up to the concession stand.

Commissioner Mewborn said he liked that idea because there were some notable athletes from the area, in both football and basketball. He stated Ayden-Grifton and even Ayden High had a couple of State Championships in basketball.

Ms. Idol stated the Walk of Fame would recognize all sports.

Commissioner Mewborn said Ayden was noted for athletics, with basketball being one of them. He stated he and the former manager had a heated discussion. He asked if this was supposed to be a tournament park. He said maybe he was misled.

Ms. Idol said the goal was to hopefully bring in baseball tournaments to the area.

Commissioner Mewborn asked about soccer tournaments.

Ms. Idol stated we already had those fields so we could do that as well as football. She said they would not be adding any of those types of fields, just baseball fields. She said the fields are designed

for tournaments and the revenue from the tournaments would help pay for the maintenance of the park.

Commissioner Mewborn stated he liked the idea of the tournament parks but he also liked the idea of all kids being represented in the park. He stated he was appalled that out of all the drawings and projections he had seen, he had not seen any basketball courts. Commissioner Mewborn stated it was embarrassing for him and for the people he interacts with across the state, for the town to potentially pour a lot of money into a park that potentially alienates a whole class of athletes.

Mr. Pledger stated this was preliminary and anything could be added.

Commissioner Mewborn stated he understood what preliminary meant and what never meant. He said if no one else in the town felt the same, that was okay, but he felt, for our children that needed an outlet, all kids should be represented in the District Park. He stated he wanted something to be done about it. He stated he could not stand behind this moving forward without that.

Mrs. Creech said that MHA had nothing to do with that.

Commissioner Mewborn stated he did not say that and he had nothing against them.

Mrs. Creech said when they originally sent out letters and flyers, basketball courts were not on there and were not brought up. She said they would look at that and come back with it.

Commissioner Mewborn said it went back to diversity in the town. He stated if we were going to grow, we were going to have to grow together, and if we are going to grow together, we have to grow fairly. He said the days of playing games with our youth and our senior citizens are over. He said he would do whatever he had to in order to bring justice.

Manager Harrell stated we were asking the board to accept the plan. He stated a motion could be made to have MHA cost estimate the courts and show where they could be located and come back to the board at the December 12<sup>th</sup> meeting.

Ms. Idol said they would address it.

Motion to have MHA Works revise the plan to include basketball courts and cost estimates for such and to bring it back before the board at their December 12<sup>th</sup> meeting.

Motion: Commissioner Mewborn

Second: Commissioner Ross

Discussion: Commissioner Harris stated he was a big fan of basketball but his understanding was that the purpose of this was to create something they didn't already have. He said the town had a great indoor facility for basketball but he was not opposed to it being explored as an option.

Commissioner Mewborn said it shouldn't be explored as an "option". He said it should have been included from the beginning.

Approved: 4-0

Motion passed unanimously.

Mayor Pro-tem Skinner turned the meeting over to Mayor Tripp.

Mayor Tripp thanked Mayor Pro-tem and apologized for being late. He stated he had other obligations from his job to attend to.

#### H. Approval of Revised Ayden Arts & Recreation Sponsorship Manual

Manager Harrell called on Tommy Duncan, Arts and Recreation Director, to present to the board.

Mr. Duncan stated in April of 2012, Ayden Arts & Recreation Sponsorship Manual was developed. The purpose of the Ayden Arts & Recreation Sponsorship Manual was to have guidelines for sponsorships, naming of facilities, and donations. He said the Ayden Arts & Recreation Sponsorship Manual is over four years old and needs to be updated to meet the current needs of the department. He stated in the front of the manual on page 4 under Sponsorship Categories where it says \$10,000, it should be \$5,000. He said the big change was under Naming Rights and Procedures. Mr. Duncan stated they were taking out any language that said they could not have a corporate sponsor and added language that sponsors could not be associated with tobacco, alcohol, religious organizations, or political associations. He said there would also be a minimum of 80% contribution for a new park and 60% for an existing facility. He stated donations were reduced to \$2,500 to give more authority to the board.

Commissioner Harris asked, in regards to the capital costs, if it could be anything that is valued, not just cash.

Manager Harrell stated that was correct.

Commissioner Davenport asked if anything had been done to the Frisbee Park to get it up and running.

Mr. Duncan stated they had not had time to look into tournaments yet but hoped it would be mature enough in the spring, as far as grass and mulch.

Commissioner Harris stated he was an advocate for naming rights. He said they were going to have to find creative ways to raise money and felt if a corporation made a contribution it was appropriate to name the facility for them if every objective is met.

Manager Harrell stated he had the clerk pass out a resolution to go along with the manual after learning that one was done in 2012. He said by adopting the resolution, they would adopt the manual. He stated the Arts and Recreation Commission discussed this item at its October 27th meeting and members were in consensus and approved the revised version of the Ayden Arts & Recreation Sponsorship Manual.

Motion to concur with the Arts & Recreation Commission and approve the revised version of the Ayden Arts & Recreation Sponsorship Manual.

Motion: Mayor Pro-tem Skinner

Second: Commissioner Harris

Discussion: None

Approved: 5-0

Motion carried unanimously.

## I. Appointment to the Mid-East Commission

Manager Harrell stated Terry Payne had stepped down from his position on the Mid-East Commission. He said he was filling in from when Brandon Holland was there. Manager Harrell recommended appointing himself to the Mid-East Commission to fill the vacancy and represent the town.

Motion to appoint Manager Steven Harrell to the Mid-East Commission.

Motion: Commissioner Harris

Second: Commissioner Mewborn

Discussion: None

Approved: 5-0

Motion carried unanimously.

## VII. INFORMATION

### A. Staff Departmental Reports

Commissioner Mewborn asked in regards to the Arts and Recreation Report if the group of seniors was the same group that met at Zion Chapel.

Mr. Duncan said he wasn't sure if it was the same group. He said the group mentioned in the report came in Monday's, Wednesday's and Friday's for exercise class.

Commissioner Mewborn asked how many members he had.

Mr. Duncan said maybe 25-30.

Commissioner Mewborn asked Commissioner Davenport if she knew if it was the same group.

Manager Harrell stated they were seniors that participated in Ayden's Arts and Recreation Programs. He said it was not the same group.

## VIII. BOARD MEMBER COMMENTS

Commissioner Mewborn thanked everyone for their participation and attendance. He said it was important to him to hear from the citizens.

Commissioner Ross thanked everyone for coming and sharing their concerns. She wished everyone a Happy Thanksgiving.

Commissioner Harris said he had been to the library and it was a great place and looked great with the new floors. He asked Tommy to remind them of the dates for the banquets.

Mr. Duncan said the Volleyball Banquet is tomorrow night and next Tuesday will be the Football Banquets.

Commissioner Harris said it was a joy to attend the banquets and see all the kids of Ayden that participate in the various programs the Arts and Recreation program has. He also thanked everyone for coming and wished everyone a Happy Thanksgiving.

Commissioner Davenport said she enjoyed going to the banquets and liked that the daddy's are the coaches. She said the soccer teams were really good as well and it was good to see them fill up the auditorium.

Mayor Pro-tem Skinner thanked everyone for coming and agreed with Commissioner Harris regarding the library. He stated it was beautiful. He wished everyone a Happy and Safe Thanksgiving.

Mayor Tripp thanked Mayor Pro-tem for his assistance and efficiency in conducting the meeting. He thanked Mr. Duncan and Chief Stanley for the Halloween Safe Night Out. He said it was a very successful event with one of the largest turnouts he could remember. He said there were increased activities and everyone had a good time. Mayor Tripp said that is what Ayden was about and it brought people from other communities to our area. He thanked everyone for attending the Veterans' Day Event. He spoke of the dedication ceremony at the Northeast Cemetery done by Eagle Scout candidate George Crisman. Mayor Tripp stated they also held a Picnic In The Park for Special Needs Families on November 12<sup>th</sup> at Veterans' Park. He asked if we were in line to get the audit complete.

Manager Harrell stated we were in line to have it at the December 12<sup>th</sup> meeting.

Mayor Tripp thanked all the department heads for what they do and wished everyone a Happy Thanksgiving. He reminded the citizens that the town offices would be closed Thursday and Friday in observance of Thanksgiving to allow the employees to spend time with their families. He stated December would be a busy month with the Christmas parade being the first Thursday in December. He asked that we give to those who are not as fortunate as us and spend time with your families.

## **IX. CLOSED SESSION**

- A. 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.
- B. Pursuant to N.C.G.S. 143-38.11 (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.

Motion to go into closed session.

Motion: Mayor Pro-tem Skinner

Second: Commissioner Harris

Discussion: None

Approved: 5-0

The motion to enter closed session at 8:27 p.m. passed.

**X. RETURN TO OPEN SESSION**

Mayor Tripp asked the Board for a motion to return to open session at 8:45p.m.

Motion: Commissioner Harris  
Second: Mayor Pro-tem Skinner  
Discussion: None  
Approved: 5-0  
Motion passed unanimously.

Motion to submit a request to the NCDOT to extend Frederick Road behind the Food Lion to provide a right turn and to extend the road to Dennis McLawhorn Road.

Motion: Commissioner Mewborn  
Second: Commissioner Harris  
Discussion: None  
Approved: 5-0  
Motion passed unanimously.

**XI. ADJOURNMENT**

Having completed the business before them, Mayor Tripp announced that without objection the Governing Board would stand adjourned at 8:47p.m.

AYDEN, NORTH CAROLINA

\_\_\_\_\_  
Stephen W. Tripp, Mayor

ATTEST:

\_\_\_\_\_  
Sarah W. Radcliff, Town Clerk