

**TOWN OF GRIFTON  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
March 13, 2018**

**Present:** Mayor B.R. Jackson; Commissioners Will Barnes, Mary Grace Bright, Johnny Craft, Claude Kennedy, Raymond Oakes; Manager Joe Johnson, Clerk Angel Hudson

**Absent:** None

Mayor Jackson called the meeting to order.

Mayor Jackson led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Commissioner Craft made a motion to accept February Workshop & Regular Meeting minutes as presented. The motion was seconded by Commissioner Barnes. The motion was carried unanimously.

**Recognition of Persons to Be Heard**

None

**Special Presentation by Carr Riggs & Ingram for 2017/2018 Audit Report**

Mr. Dean Horne of Carr Riggs and Ingram began his report by apologizing for being a little later than normal presenting the audit do to the re-engineering of their audit process. He stated that the State Treasurers office has received a copy of the audit and it has been accepted. He informed the Board that the goal is to strive to have an unmodified opinion or in technical terms a clean opinion and that is what Grifton has this year. He stressed the fact that he understands that this is a lot of information and he was not sure if the Board had a chance to look at it before tonight but if he needs to come back at any point after tonight to answer questions he would be happy to do so. He also stated that he would come back during the budget process to answer questions that the Board may have with the upcoming budget. He stressed that he is only a phone call away.

He began with the high points of the audit beginning with the General Fund commenting that the General fund provides most of the basic services for the Town. Total Revenues were a little over 1.6 million and were \$150,000 more than budgeted at year end. Expenditures were 1.6 million and were \$12,000 under budget. Therefore, we were able to put about \$18,000 back into the General Fund Balance. This brings the General Fund Balance to about \$734,000.

Grifton is above the benchmark for the state at 30%. The state benchmark is 8%.

In the Water/Sewer Fund the revenues were short of covering expenditures by \$54,326. Mr. Horne stated that he and Mr. Johnson have discussed the things that have been done since the

beginning of this fiscal year which we hope will show some improvement in this fund deficit. The increase in fees and reorganization of personnel should help this issue.

Mr. Horne asked for any questions.

Commissioner Bright asked that he touch on the findings.

Mr. Horne explained that in a perfect situation you would have more people doing what 2 people are now handling. However, we have explained that we understand with small Towns there is not enough revenue to include more positions in your budget. He also explained that because of this issue there should be more oversight which he understands that the Board does on a monthly basis.

Mr. Horne also explained that with budget amendments there are times when you think you have touched on all expenses when the last budget amendments are done. However, with governmental accounting they are able to look 75 days past the year end. He stated that this is good for revenues but sometimes not good for expenditures. He explained that a revenue or expenditure that is received in July or August but was for the month of June is accrued back onto the books and could make the amendment off. This could be one invoice or several invoices.

The Board thanked Mr. Horne for his presentation.

Mr. Horne reiterated that he would be happy to come back at any time if needed.

### **Proclamation: Eva Mae Peterson's Day**

Mayor Jackson presented a proclamation to Ms. Eva Mae Peterson on behalf of the Board of Commissioners, on the occasion of her 100<sup>th</sup> Birthday and hereby proclaimed that every April 5<sup>th</sup> as "EVA Mae Peterson" day in the town of Grifton.

### **Consent Agenda**

Commissioner Barnes made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Oakes. The motion carried for the following item with Commissioner Kennedy voting against the motion:

1. *Write off of 2008 unpaid utility accounts in the amount of \$5692.88*

### **Discussion/Action Items**

1. *FY 2017/2018 Audit Acceptance.*  
Commissioner Kennedy made a motion to accept the FY 2017/2018 audit report. The Motion was seconded by Commissioner Bright. The motion carried unanimously.
2. *Set Budget Workshop Date and Time*  
Commissioner Kennedy made a motion to set May 8<sup>th</sup>, 2018 @ 6:00pm for the budget workshop. The motion was seconded by Commissioner Bright. The motion carried unanimously.

### **Commissioner Comments**

Commissioner Craft asked that Manager Johnson contact the state concerning the pot holes on North Highland Blvd.

Mayor Jackson asked that he also mention Church and Queen Street during that conversation.

Commissioner Barnes asked Manager Johnson to make sure they dress the area on Queen Street that is being worked on really well.

Manager Johnson informed the Board that paving will be done Friday on Church Street and Queen Street in the areas that have had to be dug up to fix water lines.

Mayor Jackson asked the Chief of Police to have his officers report any street issues to the Town Manager as soon as they appear.

Commissioner Barnes stated that the grown up area on Casey Drive is creeping in and should be addressed.

Commissioner Oakes agreed that the Church Street area needs attention immediately.

Commissioner Oakes stated that the area down Dawson Road after you pass the gym needs to be cleaned.

Mr. Smith, principal at Grifton School, stated that the district has this area on their schedule.

Commissioner Kennedy asked that all the street sign poles be straightened in Town.

Commissioner Kennedy stated that the Church Street area is in bad shape and needs attention.

Mayor Jackson asked that the detour be put back up until the paving is finished. He also stated that the utilities department, in the future, should not wait until a Commissioner has requested it to decide that this needs to be done.

Commissioner Kennedy stated that the Library needs to be pressure washed.

Commissioner Kennedy would like to put on next month's agenda for our parks to become tobacco free. He understands there are processes that need to be handled first but he wants the process to begin.

Commissioner Bright stated that John Morrow will be emailing her a draft ordinance concerning tobacco free parks.

Mayor Jackson stated that everybody that attended the cleanup this weekend done an outstanding job and he asked Manager Johnson to have the utilities department go every day and make sure the trash is picked up on the Town lot until an ordinance is put in place.

Commissioner Bright asked that when we talk to the State about paving Highland Blvd to please address the ruts on the side of the road. She also commented that before they pave again she would like for the Board to have a conversation with them about widening the side of the road for the safety of pedestrians.

Commissioner Bright thanked everyone that helped in the town lot cleanup day.

Commissioner Bright apologized for missing the budget retreat due to work issues.

Commissioner Kennedy asked if we are responsible for filling the cavity where the junction box was placed down by the car wash. Manager Johnson will check on this issue.

Commissioner Kennedy stated that this needs to be addressed before Shad Festival due to safety issues.

Mayor Jackson asked Manager Johnson to make sure the area is filled back in with cement.

Commissioner Bright made a motion to enter into closed session as authorized by G.S. 143-318.11 (a)(6) to discuss a personnel matter. The motion was seconded by Commissioner Barnes. The motion carried unanimously.

Commissioner Bright made a motion to exit the closed session. The motion was seconded by Commissioner Oakes. The motion carried unanimously.

Clerk Angel Hudson presented the Board with a Budget Revenue & Expense Report ending February 28<sup>th</sup>, 2018 and stated if there were any questions to let her know.

There being no further business Commissioner Bright made a motion to adjourn. The motion was seconded by Commissioner Barnes. The motion carried unanimously.

Respectfully Submitted  
Angel Hudson  
Town of Grifton