

**TOWN OF GRIFTON**  
**BOARD OF COMMISSIONERS**  
**WORKSHOP MEETING**  
November 6, 2018

**Present:** Mayor B.R. Jackson; Commissioners Will Barnes, Mary Grace Bright, Raymond Oakes; Interim Manager Mark Warren, Clerk Angel Hudson

**Absent:** Commissioner Craft, Commissioner Kennedy

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.

**Recognition of Persons to be Heard:**

None

**Guest Speaker**

Dean Horne of Carr, Riggs and Ingram, LLC came before the Board to present the Fiscal Year 2017-2018 Audit Report.

Mr. Horne informed the Board that the audit report has been submitted to and approved by the State Treasurer. He reinforced, as he does each year, that if there are any questions after his presentation or even after the meeting too please let him know and he will be happy to return. He began by saying that when you have an audit you strive to have an unmodified opinion. The Town of Grifton has an unmodified opinion which is the highest level opinion an auditor can give. He touched on the following highpoints of the audit:

- (a) General Fund Revenue and Expenses
  - \$13, 501 above Budget in Revenues
  - \$48,869 Favorable on Expenditures
  - \$48,000 was appropriated from fund balance in the budget but was not used. \$10,000 was actually added to fund balance bringing the total to \$786,000 and we are well above the State benchmark.
- (b) Water/Sewer Fund Revenue and Expenses
  - \$22,657 above budget on Revenues and expenditure were under budget. We increased fund balance by approximately \$50,000. However, depreciation becomes a factor in the bottom line.
- (c) The percentage of current year tax collections is 95%

**Discussion Items**

- (1) Christmas gifts to employees for 2018 year.
  - The formula for the Gifts to employees and the amount was presented to the Board.
  - Manager Warren recommended this formula.

The Board asked Manager Warren to put this item on the consent agenda for next week.

- (2) Ordinance to prohibit accumulation of leaves, grass clippings, etc. in public right of ways.

Manager Warren presented an ordinance for review. He also commented that it has been sent to the Attorney to review as well.

Commissioner Barnes questioned DOT mowing right of ways.

Commissioner Bright questioned the accumulation of leaves.

Commissioner Oakes questioned storm debris in the road after hurricanes and such.

Manager Warren will talk with the Attorney concerning the concerns.

### **Manager Report**

Manager Warren informed the Board of the following items;

- (a) A police car has been totaled due to a deer strike. It was a 2016 Dodge Charger. The Insurance settlement will be \$20,909.76. To purchase another and equip it will be approximately \$29,063.00. He commented that he would have more accurate figures next week so we can approve the purchase and do a budget amendment.
- (b) He asked for direction on where to have the Eagle Scout put the library boxes.
- (c) A notice has been received from our insurance company advising that the fence at the Depot needs to be replaced immediately due to liability issues. He is getting prices for 330 feet of fencing. He will bring back to the Board at the next meeting.
- (d) Our new website is now live and has updated information. It is still a work in progress.
- (e) There is a room attached to the utility building that is in a dilapidated state and needs to be removed. He will get quotes for removal and report back to the Board.

### **Commissioner Comments**

Commissioner Bright stated that she would like to thank all that worked with John Lawson Legacy Days. She commented that the weather did have an impact on the event this year but it was still a nice event.

Commissioner Bright reminded everyone about the Catch The Vision meeting at 7:00pm Thursday at her office.

Commissioner Bright reminded everyone about the Veteran's Day Event on Saturday at Grifton School Auditorium at 11:00am.

Commissioner Bright asked for an update on the Emergency Plan and ditch work.

Manager Warren stated that an emergency plan is being drafted and commented that the ditch work is ongoing. He gave a brief description of the areas that have been done.

Commissioner Oakes asked if anything was going to be done with the ditch that goes behind the Group Home and Carolina Vinyl.

Manager Warren stated that we just haven't gotten to it yet.

Mayor Jackson stated that he feels we should come up with a way to stop the accumulation of standing water at the corner of Main and Church Street.

Commissioner Oakes stated that we should think about the resale value of vehicles when we are considering purchasing new ones.

Commissioner Oakes asked about road repair.  
Manager Warren stated that it would be after November 12<sup>th</sup>.

Commissioner Barnes asked about the Library façade.  
Manager Warren stated that he is getting prices to repair.  
Mayor Jackson stated that he feels an awning wood be a better choice.

Commissioner Bright asked about the procedure concerning people that are not cutting grass.  
She commented that the house on the corner of McCrae and Highland looks awful. She asked if there was another way to cite the person living in the house versus the property owner.  
Manager Warren explained the process and stated there would be a code enforcement report next Tuesday night.

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

Respectfully Submitted  
Angel Hudson  
Town Clerk