

Town of Grantsboro
Regular Meeting of Town Council
July 10, 2018

Minutes

The Grantsboro Town Council met on Tuesday, July 10, 2018 at 7:00pm in the Town Hall. Attending were: Mayor Alfred Cahoon, Mayor Pro-tem Julia Lee, Ray Poole, Tom Newman, Kristie Mitchell, TW Harris, and Ray Lewis, Clerk. There were three visitors present: Nicole Buck and Jessica Barton, representing the Pamlico 14U Girls softball team; and David Harris with RSM Harris Associates.

Mayor Cahoon called the meeting to order, and Lewis offered the invocation. A quorum was established for the meeting. The agenda was approved upon a motion by Poole, seconded by Mitchell and carried. The minutes from the June meeting were approved as written upon a motion by Newman, seconded by Harris and carried.

Lewis presented the finance report for the month of June, which reflected \$7281.57 in revenues, and expenses of \$33,133.31. Total funds were reported at \$211,602.43. A motion to approve the finance report as presented was made by Lee, seconded by Harris and carried.

Old Business

None

New Business

Nicole Buck and Jessica Barton were present to request use of the Town Hall parking lot to hold a car wash fundraiser for the Pamlico Co. 14U girls softball team. The team will be competing in the World Series this month in Florida. Permission was granted upon a motion by Poole, seconded by Newman and carried. Discussion then ensued about the Town making an additional donation to help the team with expenses. A motion to give a \$1500 donation was made by Newman, seconded by Harris and carried.

A phone consultation with the Town Council was conducted by Lewis to inform them that the computer at the Town Hall had been damaged by lightning and could not be repaired. The Council gave verbal approval for Lewis to purchase a replacement. Lewis purchased a new computer at a cost of \$737.61. A motion to officially approve the purchase was made by Mitchell, seconded by Lee and carried.

Lewis shared with the Council that a resolution to hire a Project Administrator for the CDBG-I Sewer System project needs to be approved. There were two proposals received by the Town; from RSM Harris Associates and The Adams Company. After reviewing the proposals, it was recommended that RSM Harris Associates be awarded the contract. A motion to adopt a resolution awarding RSM Harris Associates the contract to provide administrative services was made by Poole, seconded by Newman and carried. A copy of the resolution is on file.

Lewis shared that a resolution to hire a Project Engineer for the Sewer project was also needed. There were three proposals received by the Town for Project Engineer; from Thomas Engineering, The Adams Company, and McDavid Associates. After review of the proposals, it was recommended that McDavid Associates be awarded the contract, subject to negotiation of a final lump sum fee. A motion to adopt a resolution awarding the contract to provide engineering services was made by Poole, seconded by Mitchell and carried. A copy of the resolution is on file.

Following a brief comment period, the meeting was adjourned upon a motion by Newman, seconded by Harris and carried.

The next regular meeting of the Town Council is scheduled for August 7, 2018.

Respectfully submitted,

Alfred E. Cahoon, Mayor

Ray Lewis, Clerk