

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
Special Meeting
May 26, 2020

THE WAYNESVILLE BOARD OF ALDERMEN held a special called meeting on Tuesday, May 26, 2020 at 3:00 p.m. in the training room of Public Services, 129 Legion Drive, Waynesville, NC.

A. CALL TO ORDER SPECIAL MEETING

Mayor Gary Caldwell called the meeting to order at 3:02 pm with the following members present:

Mayor Gary Caldwell
Alderman Anthony Sutton
Mayor Pro Tem Julia Freeman
Alderman Jon Feichter
Alderman Chuck Dickson

The following staff members were present:

Rob Hites, Town Manager
Amie Owens, Assistant Town Manager
Eddie Ward, Town Clerk
Town Attorney William Cannon
Ben Turnmire, Finance Director
Jeff Stines, Interim Public Services Director
Jesse Fowler, Planner
Preston Gregg, Town Engineer
Police Chief David Adams
Lt Chris Chandler
Lt. Tyler Trantham
Lt. Brandon Gilmore
Rhett Langston, Recreation Director
Fire Chief Joey Webb

The following media representatives were present:

Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Caldwell welcomed everyone. The only item on the calendar that has not been cancelled at this point due to the Coronavirus is the June 2, 2020 UMC Pig Picking.

2. Adoption of Minutes

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson to approve the minutes of the May 12th, 2020 regular meeting as presented. The motion carried unanimously

B. PUBLIC COMMENT

**Wanda Brooks
Hazelwood**

Ms. Brooks stated she owned a building located near the Pathways Center in Hazelwood. She said she does not feel that Hazelwood is properly represented on the Homelessness Task Force. She told the Board that there are representatives from many non-profits, the Pathways Center, elected officials and the Open Door. She stated there is not enough people who represent the residents.

She also spoke about the pre-trial release pilot program implemented by Judge Letts, and how it is not working in Haywood and Jackson Counties.

**Peggy Hannah
268 Hemlock Street
Waynesville**

Ms. Hannah read the following statement:

Thank you for allowing me to speak to each of you. I am not sure if you are aware that the Open Door/Salvation Army have partnered to do a mobile kitchen. According to Town regulations to do this they have to have landowners written permission to park on property. The County owns property that is leased to others. I am asking that each of you contact the County and ask them to not give permission for this to take place. I understand that WPD's hands are pretty much tied when it comes to dealing with homeless/vagrants. WPD can arrest them yet that person is back on the street before the ink dries on the paperwork.

I ask each of you to contact the Commissioners and do what is necessary to get the no bail/bond requirement changed. It is not fair for citizens to be subjected to petty crimes, nudity, trash etc. that it is for someone to be kept in jail just because they can't make bond. I am asking that you all step up and represent the citizens being most affected by this issue. I agree that the unsightly buildings entering the Town are an eyesore, but are you aware of how many vacant dilapidated houses are near Pathways? There are eight. Can the Town not enforce the laws? They must get something done because this would greatly improve the West Waynesville area. Drugs are sold in my neighborhood daily, and I pick up needles, condoms, razor blade, trash Styrofoam containers on a regular basis. Do you feel it is fair to me and other citizens and business owners to be forced to do this?

I think it is only fair to ask the Aldermen to use their ordinance powers to regulate homeless shelters, drug clinics, as they do strip clubs.

05-Supplemental Use Standards-Commercial. Sec. 26-31. Creation of public nuisances unlawful. (a) It shall be unlawful for the owner, lessee, or occupant of any property to create, maintain, permit or fail to abate any activity upon, construction upon, condition existing upon, or use of, any

property that is detrimental dangerous, or prejudicial to the public health and safety. Such activity, construction, condition, or use shall constitute a public nuisance.

**Janet Metzger
2771 Old Balsam Road
Waynesville**

Ms. Metzger stated she owned the Moose Crossing Burl Wood Gallery on Main Street. She said that now that the Town is opening again, she would like to see that during the recovery, Main Street be made a one-way street. She asked the Aldermen to see if that is possible with the North Carolina Department of Transportation. Ms. Metzger explained to the Board that if there was one lane of traffic, preferably the north bound lane, this would expand the other lane to allow for the restaurants to have a fair shot at being able to expand their outside seating.

C. NEW BUSINESS

3. Police Department Forfeiture Funds be used to purchase VIPER Radios
- Lt. Chris Chandler

Lt. Chandler read the following statement:

Over the course of the past several weeks it has become more and more evident that the Waynesville Police Department is very much in need of VIPER radio capability. As you are probably aware, the current communications' era is rapidly moving toward the VIPER radio system being the standard for emergency communications. At this current time, the Police Department does not have VIPER capability, and to be honest we don't want to follow the trend and start converting currently. However, we do feel we have reached the point that obtaining a limited VIPER capability is a critical need. Currently, the North Carolina State Emergency Management System operates on VIPER, which gives them the ability to communicate across the entire state during an emergency operation, (e.g. COVID 19). The Haywood County Sheriff's Office, Haywood County EMS, almost all the Fire Departments, and certainly Emergency Management have limited VIPER capabilities. This need perhaps became the most apparent to us last year when the Jonathan Creek Fire Department experienced a line of duty death. In the days that followed that tragedy, multiple outside Law Enforcement, Fire and EMS units were assigned to assist with county coverage during the funeral events. The Waynesville Police Department had to borrow VIPER radios from the Buncombe County Emergency Management Team in order to be able to communicate during these events. As you are probably aware, these VIPER radios are not cheap, and quite intimidating to borrow, with the "you break it you bought agreement" required.

During this continuing COVID 19 response, the entire State of North Carolina is facing a time unlike we have not experienced previously. I have heard many historians compare this experience to that of World War II, which we often refer to as the greatest generation. Realizing now that we must be the next great generation in order to pull through this historic event, we are humbly asking permission to purchase four VIPER radios, in order to best serve the citizens of Waynesville. The

addition of these VIPER radios would at least give us the ability to communicate with the other emergency service providers across the County and State as necessary. We have been blessed beyond measure up to this point during this crisis with such a limited number of people experiencing this virus in Haywood County , but we must be prepared for what the potential impact could be for the future .

I am also curious what the possibilities could be for this purchase to be eligible for Federal reimbursement due to it being necessary for our continued COVID 19 response. I have attached a copy of a Quotation from WCCS , our current communications provider for one VIPER radio. The price per radio does not change from 1 (\$1,832.91) to 4 which would total (\$7,331.64). We know this is an extraordinarily difficult time to predict our financial future but upon review of our current operating budget, we feel the funds for this purchase would be available from line item 10 4310 532920 (Materials and Supplies) if in fact the purchase would not be available for Federal reimbursement.

Thank you for your consideration in this matter, and please let me know if any additional information is necessary .

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton, to approve the request for purchase four (4) VIPER radios from Federal Forfeiture Funds. The motion passed unanimously.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to approve Ordinance O-08-20, Amendment 13 for the purchase of four (4) VIPER Radios in the amount of \$7331.64. The motion carried unanimously.

4. Request to fill vacant patrol officer position
 - Chief David Adams

Chief David Adams told the Board that the Police Department has an open patrol officer position that needs to be filled as soon as possible. D-Squad has been working short for several months, and this results in overtime to help cover their shifts on that Squad. He said that calls for service are up this year compared to the same time period in 2019. Even with most of the businesses being shut down during the COVID-19 Pandemic, our officers are responding to more calls for service.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman, to approve a request from Chief David Adams to fill a vacant patrol position. The motion carried unanimously.

5. Fiscal Year 2020 – 2021 Budget Overview

- Finance Director Ben Turnmire

Finance Director Ben Turnmire presented an overview of the Fiscal Year 20-21 budget. He began by explaining that the budget in front of the Board was not the same budget as he will be presenting and will most likely not be the same budget that is adopted in June. The reasoning for these changes has to do with uncertainty related to revenues (projections across the state are anywhere from a 10 to 25% decrease) including non-payments of utilities and taxes and a lag in collection of motor vehicle and municipal vehicle taxes. There have also been some large expenditures from the fund balance in all funds that have coincided with already decreased revenues during the current fiscal year COVID-19 crisis. Adjustments will have to be made once the sales tax numbers for March are received. Mr. Turnmire noted that the budget team worked on reducing operational expenditures and were looking at utilizing \$509,000 from the general fund balance to balance the budget. However, due to the extenuating circumstances, the amount that will need to be appropriated is closer to \$1 Million. The goal is to continue to reduce expenditures without reducing services and hope for a rebound in revenues in the future.

Mr. Turnmire explained that in the General Fund, the largest expense (73%) is personnel, which includes salaries and fringe benefits. For the upcoming year, there is no planned cost of living adjustment (COLA) and no funding of the career track program. The newly revised longevity program and Christmas bonus has been left in the budget for employees. There were no new capital items approved, a reduction in the special appropriations for non-profits and no tax increases. The General Fund is projected to show a 3% loss in overall revenue.

The Water Fund has been a stable enterprise fund; however, given the change in the revenue projections, a 3% increase in rates is proposed and use of the fund balance will be necessary. Mr. Turnmire added that this increase was less than a dollar for an average residential user. He expressed that he was assuming the same collection rate as in previous years, knowing that this rate may decrease based on the decline in collections currently. Personnel and fringe are the greatest expenditures in the water fund.

Mr. Turnmire continued to the Sewer Fund explaining that a requirement for the State Revolving Loan (SRL) was that the Town had to ensure it would have collections that would allow for coverage of the debt service each year. There is a projected increase of 10% in the sewer charges that relates directly to the renovations to the Wastewater Treatment Plant (WWTP) and the inflow and infiltration (I&I) repairs. For an average residential customer this is approximately a \$2.50. The sewer fund is the source for the improvements to the WWTP and its maintenance. As with other funds, personnel and fringe are the largest expense.

The Electric Fund is the only fund where personnel and fringe are not the largest expense. Wholesale purchase of power is the largest expense in this fund. Mr. Turnmire reiterated that a decrease in collections will impact this fund and there is expected use of the fund balance for large capital projects related to utility relocation for DOT and other projects such as the Mountain Plaza (BI-LO) apartment complex. There is a proposed 5% increase in the electric rate; for an average

residential customer, this is less than \$5.00. Mr. Turnmire reminded the Board that the replacement of the Dectron unit at the Recreation Center had been funded via a loan from the Electric Fund's fund balance that was started in the current fiscal year and will continue into FY 20-21.

Alderman Anthony Sutton clarified that with the increases in all enterprise funds the average residential increase would be approximately \$8.00 per month or \$72.00 per year. Mr. Turnmire confirmed and noted that not all citizens received all three services from the Town so for many, the amount would be less than that.

Mr. Turnmire provided an explanation of the Asset Services and Garage budgets noting that these were internal service funds that are allocated back to departments based on an allocation formula. There is no revenue that is recorded here, but expenditures can be tracked by department to allow for items such as vehicle maintenance, gas, janitorial and copier contracts and building maintenance. The two projects requested for the upcoming year include a roof repair at the Waynesville Recreation Center and the replacement of the fuel island at Public Services.

To illustrate the actions taken to balance the budget, Mr. Turnmire highlighted the increases in expenses such as a 3% increase in health insurance costs, a 1.2% mandatory retirement contribution increase by NCLGRS and the increase due to change in the longevity program and annual bonus. These totaled \$302,000. The reductions made to operating line items and the reduction in Overtime and Part-time pay equaled \$303,000; this is a balanced expenditure budget. The deficit issue is revenues received. With the loss of motor vehicle taxes, municipal vehicle taxes, reduction in Powell Bill funding, a loss due to the Recreation Center being closed and a projected annualized sales tax loss of 7% the short fall of conservatively \$369,460 in the General Fund requires borrowing from the fund balance. The borrowing to cover this deficit, coupled with the already necessary borrowing (\$509,000) to balance the budget, leads to a greater withdrawals and potential for the Local Government Commission (LGC) review.

Mr. Turnmire reviewed the enterprise fund themes noting that there would be:

- proposed increases in all funds
- assumes that all collection rates will remain flat (even though there is a greater potential for it to be reduced)
- there will continue to be bad debt due to COVID-19 non-payments
- the rate increases will help to offset uncollectable amounts

He also reiterated that all the enterprise funds (water, sewer and electric) must continue to operate as an enterprise no matter what the crisis and in order to be eligible to receive federal/state grants or loans.

Mr. Turnmire presented the following as takeaways from his presentation:

- There will continue to be high levels of uncertainty moving forward
- We are facing a large decline in sales tax revenue
- There will be delays in collections of motor vehicle taxes

- There is a possibility of a decrease in ad valorem tax collections
- There will be utility rate increases
- The goal is to continue with all current operations without any cuts to service
- There will be higher and longer periods of customer utility delinquency
- If projections do not meet expectations, the Town will have to consider personnel reductions

6. Board Review of Budget

There were various questions from Board members related to department specific line items. Each were addressed by the department head or by Mr. Turnmire.

Alderman Anthony Sutton inquired about the classification and compensation study. Assistant Town Manager Amie Owens explained that there had been 11 respondents to the RFP for the Classification and Compensation Study. This number has been reduced to three (3) who will be interviewed. Once a recommendation is made, a presentation will occur at the Board of Aldermen meeting and a contract would begin July 1. The study should take approximately three months to complete and funds have been set aside for some immediate adjustments that are recommended. The study costs have been budgeted in the Administrative Services Professional Services line item.

Alderman Sutton said that his goal is not to have to lay any employee off. He reminded everyone that for every dollar spent in each department could cost an employee later.

Alderman Dickson had some questions concerning the Recreation Department and reassigning employees to other departments. Mr. Rhett Langston, Recreation Director said that he hoped that the center could be opened in about five weeks. He said as of the next week, he was utilizing most of the employees for cleaning the areas that will be opening June 1st. He described the procedures that will be in place for the pool area. He said that summer camp was still up in the air because of the social distancing of children.

Assistant Town Manager Amie Owens explained that since the Town had opened the public restrooms, staff from the Recreation Center would be cleaning them every hour according to CDC guidelines. She also explained that at the beginning of the state-wide closures, the Town employees were given administrative pay during March 22nd – May 27th. This consisted of 80 hours for regular employees and 84 hours for police and fire that could be used if they did need to be home. She said that the Town wanted to make sure that employees had the ability to pay their bills as well. If employees did not use the administrative pay, 40 hours were credited to their vacation time and 40 hours were credited to their sick time.

Alderman Chuck Dickson inquired as to whether Travel and Training budgets were decreased and how could they be further decreased. There are some positions that have required certifications that would still be necessary, and Travel and Training would be where the costs associated with these certifications would be recorded. Finance Director Turnmire had already reduced the line

item in each budget; however, Assistant Town Manager Owens explained that this could be a pool of money to draw from in the future, if the need arises.

Alderman Chuck Dickson addressed Recreation Director Rhett Langston and asked why the Advertising line item for the Recreation Department was \$55,000. This seems high in comparison with other departments and during the time when we are asked to make cuts. Recreation Director Langston noted that they publish an 8-page guide which is inserted into the local newspapers monthly. Since there are a multitude of seniors in the county, even with online and social media offerings, printed materials are also necessary. Becky Johnson, reporter from the Mountaineer interjected that you cannot do less than an 8 page insert and that the Mountaineer does not do free advertising. Alderman Chuck Dickson asked if this line item could be reduced. Ultimately, Mr. Langston said he would review and make reductions.

Alderman Dickson asked if there was anything in the Budget to fix the stormwater that is entering the sewer system at Georgia and Hazelwood Avenue. Manager Hites said there was \$300,000.00 budgeted. Interim Public Service Director Jeff Stines said that most of it could be fixed with that money.

Another question from Alderman Dickson was about the \$100,000.00 that was going toward capital improvement for the Bi-Lo 210-unit apartment complex. Town Engineer Preston Gregg stated that it was for electric meters that is supplied by the Town. Manager Hites said that a building permit had not been issued for that complex.

Alderman Dickson encouraged Mayor Caldwell to write to Senator Richard Burr and Senator Thom Tillis and ask them to pass the Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act which provides replacement revenue to municipalities.

7. Review of Capital Projects
 - Preston Gregg, Town Engineer
 - a. Discussion of Plott Heights Slope Repair

Mr. Gregg stated that the slide on Plott Heights occurred as a result of a broken water line going to the Test Farm. The area where the line was broken is on a private property utility easement that the Town has. He explained the options concerning the repair of the road. One option was moving the road, and another was not moving the road and building it back up. From a cost perspective he said that building the road back up with rock was the best option. Mr. Gregg had contact WNC paving to give an estimate of the cost and their estimate was \$343,000.00. The Town has met with the property owners and talked to them about the work and the impact on them. He told the Board that it was and estimated 250 loads of rock that would need to be hauled to the site for the project. Because of a previous slide there is concern for the truck traffic causing road failure between the two slides. Mr. Gregg said that something needed to be done soon because the failure is getting larger, and the property owners need safe access to their home.

Manager Hites said one of the problems of moving the road would be that it would cut the property owners property in half, and they have a travel trailer that they need to have room to store. He has been in contact with Mr. and Ms. Wes Lee about the different options, including the Town purchasing their property.

Wes and Jane Lee

Mr. and Mrs. Lee stated they had lived in their home located on Plott Heights for thirty-five years. Ms. Lee said that they are not totally against the Town buying their property, but they had done a lot of renovations to their house over the years, had planned to retire soon, and that would not be their first choice. She said the house meant more to them than it would anyone else.

There was discussion concerning the Town's insurance that might cover some of the repair. Town Attorney Bill Cannon said that due to a change in the language regarding soil subsidence in the insurance policy, there was nothing allowed. Assistant Manager Owens said the Town had changed insurance companies on July 1, 2019, and the prior company will not revisit anything before the change.

The Board discussed the options available help Mr. and Mr. Lee save their home with the current lack of revenue due to the COVID-19. This included bonds, loans, and emergency funds.

Manager Hites asked Mr. Gregg, and Mr. Turnmire to work together to come up with a workable plan and bring it to the Board at the June 9th Board meeting.

b. Review of Pigeon Street utility relocation and repaving

Town Engineer Preston Gregg said he had been in contact the North Carolina Department of Transportation concerning Pigeon Street. He said he was told that their budget was at a standstill as of now, so they cannot enter into any kind of agreement with the Town for the paving of that street. He told the Board that there are three scenarios that could play out for this project. The first scenario was for the full-blown repair of the street which includes the moving of the utilities was about two million dollars. The second scenario was just to fix the utilities was \$600,000.00. The third scenario was to mill and fill the street for about \$20,000.00. He said any option with the NCDOT, the answer would still be no. Mr. Gregg said it would be at least November before there would be any discussion of the Pigeon Street project.

Interim Public Service Director Jeff Stines said that patching of manholes has already started, and some areas in the pavement will be repacked and resurfaced. He said that these patches are where the Town has repaired leaks.

The consensus of the Board was for Mr. Stines and his staff to continue with the patching until a time when NCDOT can proceed with the project.

Alderman Feichter asked about the NCDOT tearing down the buildings that had been vacated for the roundabout construction on North Main Street. Mr. Gregg said that they should be demolished in a couple of weeks.

8. Special Appropriations

Assistant Manager Owens explained that Alderman Dickson had made some suggested changes to the Special Appropriations that reduced the amounts from \$218,500.00 to \$66,000.00. Previously the board had allowed up to 1 cent on the tax rate to the non-profits. Last year the amount granted was 128,000.00.

Mayor Caldwell asked each Alderman to go through each Special Appropriation suggestions and return their suggestions to Assistant Manager Owens by June 2, 2020 so they can be discussed at the June 9th Board meeting. He asked that the proposed amount be capped at \$75,000.00.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter to place a cap on the proposed Special Appropriations at \$75,000.00. The motion carried unanimously.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman to call for a public hearing on Tuesday, June 9, 2020 at 6:30 p.m. or as closely thereafter as possible in the Town Hall Board Room, 9 South Main Street, Waynesville, to consider the Budget for the FY 2020/2021. The motion carried unanimously.

Assistant Manager Owens reminded the Board that there could be a second Budget Public Hearing held if there are additional changes at the June 9th meeting.

D. COMMUNICATIONS FROM STAFF

9. Manager's Report
- Manager Rob Hites

Manager Hites discussed the operational plan that has evolved between the Open Door and the Salvation Army. He said he had many calls from the public asking about the Town's food truck policy and the Salvation Army mobile unit. The Open Door will be preparing meals, and the Salvation Army will be distributing food in their mobile unit. He asked Town Attorney Cannon if the Food Truck Ordinance was applicable because it refers to vendors and how it applies in this situation. Attorney Cannon said that the common definition of vendor implies that a person is getting compensation for their services. He questioned if the person handing out the food is even regulated by the Food Truck Ordinance.

Attorney Cannon said that his initial thought is that the Ordinance is not applicable to the situation as it has been described. The Food Truck Ordinance addresses food that is being sold, not given away.

Jesse Fowler, Planner, stated that the Salvation Army's intention is to operate a Soup Kitchen. The Ordinance does not define a soup kitchen outside the context of religious institutions which grant the operation of soup kitchens along with other accessory uses. The prevents them from having to acquire a permit.

Bill Hollingsed

Mr. Hollingsed, representing the Salvation Army, stated that they would not be any food prepared in the vehicle. It will all be prepared at the Open Door Kitchen, and distributed from the vehicle, like Meals on Wheels. He said that the Open Door was not aware of any application that needed to be made, and he would be happy to apply if needed. He said that currently St John's has given permission for the truck to be placed in their parking lot, and if that is not the best location, consult with the Town and Police department to find a place that is agreeable to the community.

Alderman Feichter asked about the removal of the Porta-Johns now that the Town's public restrooms will be reopened. Manager Hites said that they would be in place for a while longer because the public restrooms are closed during the evenings.

10. Town Attorney Report

- Town Attorney, Bill Cannon

There was no further report from the Town Attorney.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman to recess for 10 minutes at 5:20 pm. The motion carried unanimously.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman to resume the meeting at 5:30pm. The motion carried unanimously.

E. COMMUNICATIONS FROM THE MAYOR AND BOARD

Buffy Phillips – Downtown Waynesville Association

Ms. Buffy Phillips, Downtown Waynesville Association Executive Director gave an update on the issue of outdoor dining on Main Street. She said she had talked with various retail merchants and restaurants before a Downtown Waynesville Board meeting. She said that staffing for the restaurants would be hard if there is dining on the sidewalks. The restaurants on the side streets would probably not be interested in expanding their seating area. The primary issue on Main Street is the space available on the sidewalks that can be used. Ms. Phillips said that the issue of closing Main Street or converting it to a one-way street was brought up, and that her Board was against this idea.

Manager Hites said he had been in contact with NCDOT, and they said the issue of a one-way Main Street would be something that the Town and NCDOT would have to study, possibly in two or three years from now.

Ms. Janet Metzger said there would still be parking on Main Street, and emergency access if the street was changed to one way. A very nice atmosphere would be created with a one-way direction, and most of the restaurants she has been in contact with is in favor of the change. She said there needs to be more encouragement of utilization of the parking structure other than at festivals. She said her thoughts were to make people comfortable being downtown now that we are in situation of the COVID-19. She told the Board that this type of thing would speed up the recovery and reopening of the Town. The promotion of the main street dining would be very beneficial to the merchants on the Main Street.

Alderman Feichter said that Hazelwood and Frog Level needed to be considered in any dining adjustments along with Main Street. He applauded Ms. Metzger for trying to find ways to improve our downtown. He said he realized there are legal requirements that the Town needs to follow, but at this time we need to look outside the box. We need to find a way to support these businesses. He said the Town needs to be creative in finding ways to help our businesses. He asked that a survey be conducted among the merchants to see how they feel about these ideas. Ms. Phillips said a survey had been sent to the restaurants and will be sent to the merchants and would get back to the Board at the next meeting.

Recreation Director Rhett Langston happily informed everyone that the second step of the CAPRA Certification had been passed.

F. ADJOURN

With no further business, a motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman to adjourn the meeting at 6:06 pm. The motion carried unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Eddie Ward, Town Clerk