

**ROCKY MOUNT TOWN COUNCIL
ANNUAL RETREAT COUNCIL MEETING
NOVEMBER 28, 2010**

The November 28, 2010 Annual Retreat Council meeting of the Rocky Mount Town Council was held at the Community & Hospitality Center (former Depot) located at 52 Franklin Street, Rocky Mount, Virginia at 3:30 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Robert W. Strickler

The meeting was called to order by Mayor Angle.

For the record, the following were present: All members of Town Council as noted, Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins (and Planning & Zoning Administrator), Finance Director Linda Woody, and Town Clerk Patricia H. Keatts.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval.

The Town Manager informed Council (and handed out prior to the meeting) three additional items needing to be added to the agenda, being:

1. Under Budget Guidelines, an additional subsection relative to Refuse Collection Rates.
2. As a new topic, Town Manager updating Council on the status of the Opticom project and received Council's approval to issue a contract for engineering services for the project.
3. Appointment of Boyce Blanchard to the Planning Commission for a vacant term to expire June 30, 2013.

Council Member Cundiff requested to add to the agenda the following items:

1. Employee benefits.
 2. Sinking fund.
- Motion was made by Vice Mayor Walker to approve the amended agenda, seconded by Council Member Greer and carried unanimously by those present.

REVIEW AND CONSIDERATION OF APPROVAL OF ALTERNATE RESOLUTION FOR THE BOND FINANCING TO PAY OFF THE EMERGENCY SERVICES BUILDING

The Town Manager stated that VML/VACo reported on November 12, 2010 that they were unable to secure bonds on behalf of the Town of Rocky Mount as expected. They stated that the new Federal Reserve policy of quantitative easing has caused the monetary markets to trend interest rates up. This is based on an expectation of inflation due to the addition of funds to the economy. Though this is good news from an investment standpoint, it created a situation where the market could not provide bonds at or below the maximum interest rate of 3.1% set in the Town's resolution of October 11, 2010. If Council still wishes to borrow funds to pay off the balloon payment, then a new resolution with an increased maximum interest rate must be passed. The new maximum rate proposed is 4%.

Mr. Lauterberg, Managing Director, and Mr. Mulroy, Deputy Director with VML/VACo were present and reviewed with Council the bond issue and the advantages of borrowing.

It was pointed out that staff recommend borrowing as a method of paying the balloon payment due on the Emergency Services Building, especially given that long term indicators are that investment interest will be trending up. The Mayor stated that since the Town has already started down the road of refinancing the bond in October, he recommended going down this road.

There was much discussion between Council, staff, and the VML/VACo representatives regarding borrowing versus paying the loan off.

There being no further discussion, the Mayor entertained a motion.

○ Motion was made by Council Member Moyer to proceed as recommended by staff, with motion on the floor being seconded by Council Member Strickler. A roll call vote was taken. Voting in favor of the motion on the floor were Vice Mayor Walker and Council Members Greer, Love, Moyer, and Strickler. Voting in opposition to the motion on the floor was Council Member Cundiff. Let the record show that the motion on the floor passed five to one.

BUDGET GUIDANCE

The Town Manager presented and explained what the Town did last year regarding utility rates, with the Town putting a substantial amount of research into calculating a breakeven water and sewer rate based on the costs of providing for these services. The following was presented to Council (handouts prior to the meeting) for their consideration of giving guidance to staff on how to proceed with the budget preparation for the upcoming fiscal year:

- For water, without depreciation, the breakeven rate is a base charge of \$13.13 per customer and a per 1,000 gallon rate of \$3.20. This results in a 5,000 gallon bill of \$29.13 versus Town's current 5,000 gallon bill of \$17.95. For sewer, without depreciation, the breakeven rate with the existing meals tax subsidy (\$514,000) to the fund is a base charge of \$10.33 and a per 1,000 gallon rate of \$2.29 for a 5,000 gallon bill of \$21.75 versus Town's current 5,000 gallon bill of \$17.85.
 - With the meals tax subsidy, the breakeven rate for the combined utilities results in a 5,000 gallon bill of \$50.91. This is similar to the \$48.00 combined bill for the Western Virginia Water Authority. Other bills near Rocky Mount are \$60.00 for Henry County, \$75.00 for Bedford County, and \$54.00 for the City of Bedford. The Town's current combined bill for 5,000 gallons is \$35.80.
 - Last year's recommendation was to lower the price for the first 3,000 gallons to \$3.25 from \$3.75. This will result in a reduction in the bill for those on the Town's senior and disabled discount plan of \$1.70 a month. A scaling base charge was proposed for all other customers based on meter size. A non-senior or disabled residential user would see a water base charge of \$2.00 and a sewer base charge of \$4.00. This results in an increase of \$3.45 per month due to the reduction in the charge for the first 3,000 gallons. The new average combined 5,000 gallon bill would have then been \$39.25 for a Town resident, up from the current \$35.80. This is still approximately \$10.00 below the calculated breakeven combined rate, but the rate can be adjusted in smaller increments in future fiscal years. Ideally, the Town would adjust rates over the next five fiscal years to reach the breakeven point.
 - The rates proposed for Fiscal Year 2011 are included in the reference section. This proposed rate schedule is over a year old at this point and may need an adjustment to be considered for Fiscal Year 2012.
 - Staff requested Council's guidance on rates to be proposed for the next fiscal year. Staff recommends that rates be adjusted incrementally over the next five years to reach a rate that is self sustaining.
- Cigarette Tax

Last year's proposed budget included a tax on cigarettes. Staff requested Council's guidance on reintroducing this tax. Staff recommends placing a tax on cigarettes so that the Town will reserve the right to collect such a tax in the event that it is phased out by the General Assembly.
 - Changes to BPOL

Last year's budget included a restructuring of BPOL taxes to reduce the amount of taxes paid by small businesses. This reduction in local revenue was offset by a more balanced utility fund and the revenue from the proposed cigarette tax. Staff wondered if

Council wishes to revisit the concept of reducing BPOL taxes on small businesses?

The Town Manager informed Council that staff would like to start the process of developing a balanced budget for presentation to Town Council.

The Town Manager explained to Council the new utility rates per gallon structure that was proposed, with the new proposed rate not discouraging industries from locating in the Town, and the proposed plan to not raise rates for the elderly/disabled, or for those that use near or close to the minimum gallons.

Discussion ensued between staff and Council on how to proceed with preparing the budget, with Council consensus being for the Town Manager and Finance Director to run the proposed figures as suggested.

The Finance Director confirmed to Council that she would get how many residential users there are that use 2,000 gallons per month.

Concerning the cigarette tax as proposed, it was the consensus of Council for the Town Manager and Finance Director to look at the cigarette tax for the budget, and further instructing them to look at all four items on the budget review as presented.

LOW HEAD DAM REMOVAL AT VETERANS' MEMORIAL PARK

The Town Manager stated that Town Council authorized the application of a permit application to the Army Corps of Engineers, authored by the United States Fish and Wildlife Service, and submitted by the Town of Rocky Mount for the removal of the low head dam at the Veterans' Memorial Park. During their meetings on May 10, 2010 and May 12, 2010, Council received a briefing from Anderson and Associates which outlined removal as the best course of action. Council directed staff to revise the permit application to allow for the project to more accurately meet the Town's needs. The Town Manager informed Council that the permit is ready to be submitted.

There was discussion regarding removing the dam and putting in some type of rock to create a soothing sound that those that visit the dam like to hear when the water runs over the dam.

The Town Manager also pointed out that although there were maybe a group of people who would like to see the dam stay as it is, he would like to see the dam removed for safety reasons, especially since the Town has already had two fatalities at the Blackwater Dam.

It was the consensus of Council for the Town Manager to execute a contract for the removal of the low head dam at Veterans' Memorial Park as early as next week to send off for the removal of the dam.

EROSION AND SEDIMENT CONTROL

The Town Manager explained to Council that the Town had elected to operate its own Erosion and Sediment Control program, with the Town doing this by passing an ordinance and hiring staff to implement the permitting, monitoring and reporting required by the State of Virginia. This requires the Town to keep a certified program administrator and inspector on staff. The Town adopted its program out of a desire to have more local control and it has enabled the Town to address issues that would have previously been turned over to the County of Franklin. However, given the slowdown in the economy, staff wanted to know if Council wished to abandon this duty and turn Erosion and Sediment control back to the State and/or County of Franklin. Given the plan to run the Community Development Department with fewer staff, this is one area where duties can be eliminated.

There was some discussion by Council of having the Town get out of the erosion and sediment control program and letting the County of Franklin do this for the Town, but staff reminded Council that when the County of Franklin had previously conducted the erosion and sediment control for the Town, it took a long time for them to do the inspections, causing a backlog of getting them approved. Staff informed Council that under the proposed Community Development Department reorganization, the Planner would be doing the erosion and sediment control inspections.

It was the consensus of Council for the Town Manager to factor in costs of having the Planner do the erosion and sediment control inspections, and if they do not have the experience when hired, for the training costs to be factored in to have that person trained.

MUSIC VENUE

The Town Manager stated that prior Councils have guided staff by indicating that a significant music venue in Rocky Mount was a priority. To that end, the Town has developed plans for a music venue in Rocky Mount and has been attempting to secure a location through a public outreach process and a building through lease negotiations with the County of Franklin. The Town Manager questioned if this was still a priority for the Town. He further mentioned that staff still recommends a significant investment in the construction and operation of a music venue to attract customers and tourists to the Town, and pointed out that significant musical events will help local restaurants and hotels, as well as encourage the developing artistic/musical oriented retail in the Town also.

Discussion ensued if this was something the Town wanted to continue; if staff could look into obtaining grants to assist with this; and there has been too much planning and effort going into this music venue, with the Town needing to keep on pursuing it.

It was the consensus of Council for staff to keep going forward with the music venue.

CAPITAL ITEMS NEEDED AT THE WATER PLANT AND THE WASTEWATER PLANT

Prior to the meeting, Council had received a summarization from the Superintendent of the Water Plant and Superintendent of the Wastewater Plant regarding capital items needed.

The Town Manager informed Council that the Town has deferred capital improvements at the two plants for the past four years, pointing out the following:

- Has asked the two plant managers to advise him of their significant capital needs. Based on the information received, the Town will need to invest approximately \$1,350,000 into plant maintenance in the next two years. This includes a generator for the Water Plant, a conversion to liquid chlorine in place of chlorine gas, the construction of a building to house a new ultraviolet disinfection system and replacement of failing motors, pumps and monitoring equipment. These items can be done incrementally as part of the budget process or as part of a single retrofit project funded by a revenue bond.
- Staff recommends aggregating these projects so that a better price can be obtained from a single contractor and funding it via a revenue bond issued either in Fiscal Year 2012 or Fiscal Year 2013.
- If Council wishes to address these items as part of the capital funding process and not via a bond issue, then utility rates will need to bring in sufficient revenue to cover these costs.
- Did not do any of the capital improvements last year due to economy, but would like to see what could be done during the upcoming fiscal year. This brings into play the utility rates needing a return on the rates so the Town does not have to borrow money for the capital items, with needing to pay as the Town does the improvements needed, or going to market down the road. To pay for the capital items, it would be more than what the utility rates are proposed, but if there is a break-even on the rates, could use the meals tax to pay for the improvements. The Town Manager and Finance Director would need to know if Council is interested in paying as they go, so they can know what to build in for capital improvement needs.

There was discussion regarding: that the needs are genuine and truly needed; would like to see energy efficient motors, which would help pay for itself in almost one year; would like to upgrade the pump motor; and would like to talk with the superintendents of both departments to see which way to go over the next three years or so.

The Town Manager concluded by pointing out that he and the Finance Director will try to propose essential items in the capital improvement projects for next year's budget.

FRANKLIN HEIGHTS WATER LINE BOND

The Town Manager stated that Council elected not to retire the debt and also did not elect to refinance this debt. As the Federal Reserve Bank continues its downward pressure on rates as an economic stimulus, it is likely that another refinancing opportunity will present itself prior to the call date of the bond in May. He asked if Council wanted staff to investigate other refinancing options.

The Finance Director confirmed to Council that the Town currently pays 4.1% on the bond.

There was discussion regarding whether or not it was a good time to refinance or pay the bond off, and what it would take percentage-wise to save money for the Town. The Finance Director confirmed that the Virginia Resource Authority (VRA) was 3.9%. It was further confirmed to pay the bond off, it would take right at two million dollars. It was also discussed that Council still had time before paying it off to see if the interest rates would be coming down to justify paying it off. The Finance Director confirmed the absolute latest she would need to know something would be the January Council regular meeting.

The Town Manager confirmed that based on how the discussion was, staff will sit tight at 4.1% until January 2011.

The Finance Director confirmed that she would call VRA to see what the rates are, and can check them every six months to see where the market stands if the bond is floated. She also stated that she would include what those rate figures are in the Council weekly packet.

ECONOMIC DEVELOPMENT

It was pointed out to Council by the Assistant Town Manager that the Town's economic development efforts have included attraction of employers and the creation of industrial space. He further pointed out that the Town provides incentives for industrial development based on the amount invested and the number of jobs created, and that the Town does not provide incentives for retail as there is no way to provide such an incentive without subsidizing competition to existing businesses. He stated that the Town's retail incentives are largely based around zoning that encourages use, low BPOL rates, and attempts to attract shoppers via cultural investments and industrial development that adds employees to the local work force.

The Town Manager stated that staff needed to know if the amount the Town is investing is meeting Council's expectations.

There was discussion regarding: possibly needing to come back and see if there was any Tobacco Industry grant money to help develop the industrial sites; acreage left in Industrial Park is about 55 to 60 total acres, with 35 to 40 usable land in the Cox property; railroad is helping Town to market the Cox property site, as the Town has paid for the railroad switch, with the railroad wanting the Town to install as soon as possible; Town did not pay for

easement to Erath Veneer property, with staff needing to stay on top of getting that easement to make the other property accessible; and thinks Town is on the right path regarding economic development.

The Assistant Town Manager confirmed that the Erath Veneer property now belongs to Trinity Packaging, and the Town has worked well with them in the past. He further confirmed that the County of Franklin has been real good to work with regarding economic development, and he is trying to maintain that relationship.

TOWN HOUSING REHABILITATION EFFORTS

The Town Manager stated that staff proposed in prior budgets a locally funded housing rehabilitation fund that would allow the Town to acquire and rehabilitate two to three properties a year. The intent is to improve the Town's housing stock and to improve the housing values and, therefore, the neighborhood quality and safety in select areas. The plan developed involves partnering with a local modular home manufacture to place new homes on blighted properties that the Town then returns to the market. This will encourage home ownership and reduce blight in Town. Staff recommends that such a program be reconsidered as an essential tool to improve the housing stock in Town and to create safe neighborhoods by working to increase home ownership and property values. Staff recommends tackling one home a year then re-sell, with this being way to target some homes that have some real issues.

The Assistant Town Manager talked about going after homes that are really "cancer" in good neighborhoods, specifically mentioning Anderson and Spring Streets as areas being where they can start in; thus helping the neighborhood from going downhill. He explained how this would be done, being: would need some seed money to acquisition the homes; once acquired, determine if needing rehab without strings from Department of Housing & Community Development (DHCD), which would allow the Town to pick and choose areas; if home cannot be rehabbed, have Town staff have the homes demolished, then have a modular home put in its place, making the way to market them to sell. He emphasized that the Town is not trying to get into real estate, but trying to save neighborhoods.

The Town Manager relayed to Council that the Town has a world class modular home builder located in-town (specifically mentioning Mod-U-Kraf Homes) that wants to help rebuild these neighborhoods. He thinks the sale of the homes would cover the costs of rehab, with the Town selling it as soon as possible. He mentioned that he and the Assistant Town Manager would like to know that the Town has made a safer environment for the neighborhood and help raise the value of those neighborhoods. He confirmed that the County of Franklin has standards for demolishing homes. The Town would like to target some of these homes, clean them up, and put back in private hands, and if this is done over time, it will also help clean up drug activities. With the taxes not being paid, can force an auction, but without the Council saying the Town can be a potential bidder, staff cannot do this. He further stated that the Town would like to have actual ownership and take the property to improve and put in private ownership, and further would like to clean

up the property, and put in a Mod-U-Kraf product designed by them to fit, put on the market, then sell it.

The Assistant Town Manager confirmed to Council that during the last budget work session for this present fiscal year, he had asked for \$45,000, with Council not thinking that amount was enough.

Discussion ensued regarding how this proposal would undercut Tim Young, who is in the business of buying and rehabbing property, with him just recently receiving the "Clean and Beautiful Award" for a home he recently completed in-town. The Assistant Town Manager confirmed that contractors (like Tim Young), would not be looking at rehaping these properties that the Town is looking into rehaping as most of them are condemnable and blight; further stating that the Town would not look at property that the private sector is interested in doing.

The Town Manager confirmed that since the Town is not the Building Inspector, the County of Franklin could have to look at the property to determine whether or not the property is condemnable, but lately, most of the property the County of Franklin has looked at are deemed as repairable. The County of Franklin actually has relayed to the Town that what they have not condemned, the Town has to actually step up and condemn if they want those structures demolished. The Town Manager reiterated that the Town is not a building code enforcer. The Assistant Town Manager relayed to Council that the County of Franklin had relayed to him the Town can do so by resolution, and that he will need to talk to the County of Franklin Building Inspector more about this.

The Assistant Town Manager confirmed that currently, he has a list of six properties. The Town Manager informed Council that staff will come up with a plan and present it to Council. The Assistant Town Manager also confirmed that whatever money is made off of the sale of the home, it would be put back into the program.

There was discussion regarding ownership of the homes and how the finances come in when it is all refinanced, with it being confirmed by staff that the owner would have to refinance the homes, not the Town.

The Mayor requested staff to come up with a plan for one, and for the Town to move forward to see how it works, coming up with all costs involved.

RESTRUCTURING OF TOWN DEPARTMENTS

It was explained by the Town Manager that based on a consensus of Town Council, the Town's departments have drafted two job descriptions for new positions within the Town. This includes a Planning Technician position on pay band 14 and an Assistant Chief of Police position on pay band 24. The addition of these positions also eliminates one Sergeant Position, one Administrative Assistant, and one GIS Technician from the Town's pay plan. There is no net increase in staff. Additionally, with the change proposed, the

Planning and Community Development Department proposes to decrease from a staff of four to a staff of three on a going forward basis. Prior to the meeting, a new Pay Plan and Town of Rocky Mount Staffing Sheet (page 113 of Council's current budget) were included in the reference section, along with the new job descriptions, for their review. The Town Manager further mentioned that approval of these revised documents is required prior to filling these positions.

The Mayor entertained a motion.

○ Motion was made by Council Member Strickler to approve restructuring in the Police Department and Assistant Town Manager's Office as presented, along with program in changes in pay plan, with motion on the floor being seconded by Council Member Moyer. There being no discussion, let the record show that the motion on the floor passed unanimously.

"LIGHTS FOR LIFE" ENGINEERING SERVICES CONTRACT

The Town Manager explained that the "Lights for Life" fund raising campaign has raised \$191,184 (with an additional \$54,000 pledged). It is estimated that the project will cost \$320,000 and the Town has pledged to fund half of the project. The fund raising process has reached a point where this project can be put to bid. Council has authorized a general engineering services agreement with Stone Engineering here in Rocky Mount. The Town Manager explained that he has selected Stone Engineering to be the engineering agent and project manager for the Opticom "Lights for Life" system and will enter into an agreement with Stone Engineering to bid out the system and oversee the installation. Mr. Stone will do the required engineering and project management under the terms of the Town's existing general engineering services agreement. Those terms are \$65.00/hour for a project manager and \$85.00 for an engineer. The project is estimated to cost \$300,000 for traffic signal work and vehicle equipment and installation and up to \$20,000 for engineering and project management. The Town Manager asked if Council would authorize this agreement with Stone Engineering based on the Town's current General Engineering Services Agreement. Prior to the meeting, Council had received a copy of the agreement for review.

Discussion ensued on whether or not the County of Franklin was going to contribute any money to the fund raising campaign, as a recent article in *The Franklin News-Post* had mentioned that the County of Franklin "may" contribute \$50,000. The Town Manager explained that the Town and County of Franklin have both applied for a \$50,000 (each one individually), with it being estimated that the County of Franklin will use those funds to retrofit their emergency vehicles at a cost of about \$100,000. It was also confirmed that Virginia Department of Transportation (VDOT) will be doing their lot also. The Mayor requested that the Town Manager approach the County of Franklin Administrator about contributing more funds than just for retrofitting their vehicles. The Town Manager explained that Mr. Stone with Stone Engineering will be handling this for the Town, but also has been tasked by the County of Franklin to do their vehicles. He confirmed that the

Town will be paying one-half of the cost to retrofit the lights for the Town vehicles, and "Lights for Life" will be paying one-half; and the same for the County of Franklin, with "Lights for Life" paying one-half for their own. He confirmed with the Mayor that what he is being asked by the Mayor is to contact the County of Franklin Administrator to see if the County of Franklin will help cover one-half of the cost of doing the lights.

There being no further discussion, the Mayor entertained a motion.

○ Motion was made by Council Member Moyer to proceed with executing an agreement with Stone Engineering in order to get "Lights for Life" on the way, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously.

APPOINTMENT TO PLANNING COMMISSION

The Town Manager informed Council that Mr. Boyce Blanchard has agreed to volunteer to serve on the Town of Rocky Mount Planning Commission, filling the unexpired term of former Planning Commission Member Bobby Cundiff, with term to expire June 30, 2013.

There being no discussion, the Mayor entertained a motion.

○ Motion was made by Council Member Cundiff to appoint Mr. Blanchard to fill the unexpired term on the Planning Commission, with term to expire June 30, 2013, with motion on the floor being seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously.

EMPLOYEE BENEFITS

Council Member Cundiff stated that he does not disagree with Council being offered to be on the Town's health insurance plan, but that the Council members should pay for their own insurance premiums. Council Member Walker asked for clarification. Council Member Cundiff explained that the Town employees did not get raises and Christmas bonuses this year, but that the Council members did get something in the form of health insurance, with this needing to be a choice that if a Council member wants the health insurance, they need to pay for it.

The Mayor explained that this should be a matter for the upcoming budget discussions, but restated what Council Member Cundiff had mentioned, being that the health insurance should be offered to Council, but if they want it, they have to pay for self and spouse.

Council Member Greer mentioned that the Town employees did receive a Christmas bonus this year, but not the \$400.

Council Member Cundiff further stated that he wants to discuss two other items, being: YMCA dues; and Council members being paid when not attending regular Council meetings, with the Mayor stating this could be discussed during the budget process.

The Town Manager confirmed that Council Member Cundiff's requests would be included in the upcoming fiscal year budget discussions.

SINKING FUND

Council Member Cundiff went over the history of discussion of the Town increasing the meals tax by 1% on May 16, 2007, with it being appropriated June 17, 2007, with it being suggested that the 1% meals tax be put into a savings account, or sinking fund, to generate \$240,000 to \$250,000 that year. He further stated that he has not seen anything that revokes this from what Council had passed that year about this money, and the meals tax is still be collected, but there is no sinking fund. The Mayor stated this was going into the General Fund now. The Finance Director stated that when this was first set up by Interim Town Manager Mr. Jack Gross, it was a one-time transfer deal that year for what he called a sinking fund for capital projects, which was about \$300,000, which was \$100,000 for a fire truck, \$100,000 for a garbage truck; and \$100,000 for a music venue. This was a designated fund balance of capital projects. She further confirmed that about \$200,000 was still in that fund, as \$100,000 has been spent for a fire truck. It was her understanding this was not to be on-going from her discussions with Mr. Gross, but does not remember off the top of her head what Council's final resolution was on this. The Town Manager explained that during the past budgets (2008, 2009, 2010), the budget process was difficult, and how does the Town continue to save for a rainy day during difficult days, and if the Town still wants to put money into the sinking fund, how does the Town want to do this, as it would be challenging to find another couple hundred thousand dollars, and he would gladly receive guidance regarding this. There was discussion regarding on how best to handle this and if it needed to be continued from year-to-year.

Council Member Cundiff asked that his concerns be addressed.

The Mayor commented that these last several items can certainly be addressed during the budget work sessions.

The Mayor asked the Finance Director that the budget work sessions be moved up earlier so everything can be worked out prior to the end of June.

ADJOURNMENT

At 6:25 p.m., motion was made by Council Member Greer to adjourn, seconded by Council Member Love and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

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