

**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
JUNE 11, 2012**

The June 11, 2012 regular Council meeting of the Rocky Mount Town Council was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 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), Town Attorney John T. Boitnott, Chief of Police David Cundiff, Finance Director Linda Woody, Public Works Director Cecil R. Mason, Town Planner Patrick Rust, Superintendent of Water Department Robert Deitrich, Superintendent of Wastewater Department Timothy Burton, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts.

The Mayor led the *Pledge of Allegiance*.

APPROVAL OF AGENDA

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

- Motion was made by Council Member Strickler to approve the agenda as presented, seconded by Council Member Love and carried unanimously by those present.

SPECIAL ITEMS

The Mayor honored the Leete family (Anthony, Shellie and children were present during presentation) of The Claiborne House located at 185 Claiborne Avenue, Rocky Mount, Virginia for its national recognition and publication in *Outdoor Design & Living Guide* by reading into the record a resolution by the Rocky Mount Town Council

PUBLIC HEARING

Let the record show there were no public hearings at this time.

APPROVAL OF MINUTES

Prior to the meeting, Council had received for consideration of approval the following draft minutes:

- May 14, 2012 Rocky Mount Town Council Regular Meeting
- June 4, 2012 Rocky Mount Town Council Fiscal Year 2013 Budget and Capital Projects Public Hearing Meeting

The Mayor asked if there were any changes to the draft minutes, and there being none, the Mayor entertained a motion.

- Motion was made by Council Member Love to approve the draft Council meeting minutes as presented with motion on the floor being seconded by Council Member Strickler. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

APPROVAL OF CONSENT AGENDA

The approval of the *Consent Agenda* consists of approving any miscellaneous resolutions/proclamations, miscellaneous action, departmental monthly reports, and bill list that were submitted prior to the meeting for Council's review and consideration.

- Miscellaneous Resolutions/Proclamations
(none at this time)
- Miscellaneous Action
(none at this time)
- Departmental Monthly Report
- Bill List

There being no comments, the Mayor entertained a motion.

- Motion was made by Vice Mayor Walker to approve the *Consent Agenda* as presented, 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 by those present.

HEARING OF CITIZENS

Let the record show that no one had contacted the Town Clerk's Office requesting to come before Council.

The Mayor opened the floor to anyone wishing to come before Council at this time. Let the record show that no one came forward to speak.

OLD BUSINESS**A. Mr. Richard Shively of Shively Electrical/Lighthouse Productions, Inc. Request**

On May 24, 2012, Mr. Richard Shively with Shively Electrical/Lighthouse Productions, Inc. came before Council requesting the Town of Rocky Mount to give him the Town's Channel 13 government channel for him to operate, as Mr. Shively wants another channel to compliment his Channel 12. The Mayor had informed Mr. Shively at the May 24th meeting that Council would have to review his proposal before making a decision. At this time, the Town Manager informed Council that Mr. Shively has requested that this item be tabled as Mr. Shively is asking Shentel (cable provider) to free up another channel for his use. The Town Manager stated that Mr. Shively had mentioned that Franklin County Public Schools is not using their educational channel and this may be freed up for use.

It was the consensus of Council to table this matter as requested by Mr. Shively.

B. Contract Award for Ultra Violet (UV) Work at Waste Water Treatment Plant

Council was informed by the Town Manager that bids for the ultra violet (UV) upgrade for the Waste Water Treatment Plant were opened on June 5, 2012 at 2:00 p.m., and upon conducting a review and evaluation of the bids, it was Thompson & Litton's (Town's engineers) opinion that Sun Contracting & Developers, LLC had submitted the lowest bid, and that the contractor is responsible and has the necessary equipment and experience to satisfactorily construct the project. Sun Contracting & Developers, LLC total base bid was \$39,887.00 and an alternate bid was \$4,260.00, for a total of \$44,147.00. This is only for installation as the Town has procured the materials separately. The Waste Water Department Superintendent confirmed to Council that the Town will be assisting with the installation. He further informed Council that the project is still slightly under budget.

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

- Motion was made by Council Member Cundiff to approve authorizing staff to enter into a contract for the installation of the UV equipment, 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 by those present.

NEW BUSINESS**A. Proposed Fiscal Year 2013 Budget and Capital Projects**

For point of reference, on June 4, 2012, the Rocky Mount Town Council held a public hearing to receive public input on the proposed Fiscal Year 2013 Budget and Capital Projects. In compliance with the Virginia State Code and Rocky Mount

Town Charter, Council action on the proposed budget could not be taken for seven days.

The Town Manager stated that Council has held budget work sessions on April 16, 2012 and May 7, 2012, and held the public hearing on June 4, 2012 on the Fiscal Year 2013 Budget, which will begin July 1, 2012 and run through June 30, 2013.

Prior to the meeting, Council received for review and consideration the "Town of Rocky Mount Fiscal Year 2013 Appropriation Resolution". He confirmed to Council that the resolution would first need to be adopted before Council considers adopting setting the tax rates and fees to begin July 1, 2012. The Town Manager highlighted some of the fee changes that were outlined in the proposed resolution.

There being no further comments, the Mayor entertained a motion for Council to consider the approval of draft "Town of Rocky Mount Fiscal Year 2013 Appropriation Resolution".

- Motion was made by Vice Mayor Walker to approve the proposed "Town of Rocky Mount Fiscal Year 2013 Appropriation Resolution", with motion on the floor being seconded by Council Member Strickler. Discussion ensued. Council Member Moyer stated that that there were several things in the budget that he disagreed on: (1) proposed music venue, with it not having to be a state-of-the-art building, even though it is small, as he does not believe it will pay for itself; (2) pay raises proposed for Town employees, even though he believes the Town has some very good employees who deserve it, the economy does not support it; and (3) proposed tax increase in that he believes the economy cannot support that either. Council Member Cundiff stated that he has trouble also with the proposed music venue, not that he does not want it, but he thinks it will be a little more expensive than citizens of the Town are willing to support, and he thinks the Town should proceed with much, much caution. Council Member Love stated that she sort of agrees with this, and the money that the Town has in this should be spent wisely, with the Town watching on what is spent with tax payers' money, to seek out other funding options, with hope there will be a lot of that forthcoming. Let the record show a roll call vote was taken: voting in favor of the motion on the floor were Vice Mayor Walker and Council Members Cundiff, Greer, Love and Greer. Voting in opposition to the motion on the floor was Council Member Moyer. Let the record further show that the motion on the floor passed five to one.

There being no further comments, the Mayor entertained a motion for Council to consider the approval of draft "Town of Rocky Mount Fiscal Year 2013 Tax Rates & Fees Resolution".

- Motion was made by Vice Mayor Walker to approve the proposed "Town of Rocky Mount Fiscal Year 2013 Tax Rates & Fees Resolution", with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that a roll call vote was taken: voting in favor of the motion

on the floor were Vice Mayor Walker and Council Members Cundiff, Greer, Love and Greer. Voting in opposition to the motion on the floor was Council Member Moyer. Let the record further show that the motion on the floor passed five to one.

B. Virginia Retirement System (VRS) Proposed Resolution

The Town Manager informed Council of the following:

- Virginia Retirement System (VRS) requires two resolutions from the Town prior to July 1, 2012.
- The first is a resolution (“Resolution by the Rocky Mount Town Council Employer Contribution Rates for Counties, Cities, Towns, School Divisions and Other Political Subdivisions (In accordance with 2012 Appropriation Act Item 468(H)”) that adopts a contribution rate that is either the certified rate proposed by VRS or an “alternate rate” that is 70% of the actuarial valuation of assets and liabilities for the upcoming fiscal year.
- He and the Town’s Finance Director recommend paying the certified rate, which is the rate included in the budget. Paying the lower rate would simply defer the Town’s costs to future years.

There being no further comments, the Mayor entertained a motion on the proposed “Resolution by the Rocky Mount Town Council Employer Contribution Rates for Counties, Cities, Towns, School Divisions and Other Political Subdivisions (In accordance with 2012 Appropriation Act Item 468(H))”.

- Motion was made by Council Member Strickler to approve the proposed resolution as presented, 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 by those present.

The Town Manager continued with his presentation regarding the second resolution, being:

- The second resolution (“Resolution by the Rocky Mount Town Council Member Contributions by Salary Reduction for Counties, Cities, Towns and Other Political Subdivision”) outlines how the Town will comply with the mandate to pass up to 5% of the VRS costs on to the employees. In the proposed budget, it includes a full exchange of the 5% in Fiscal Year 2013 (the employee starting to pay the 5% in exchange for an offsetting salary change), and the resolution is drafted showing that all Town staff (plan 1 and plan 2 employees) will pay 5% of their VRS retirement, effective July 1, 2012. The Town Manager confirmed this matches up with what was in the proposed budget.

There being no further comments, the Mayor entertained a motion on the proposed “Resolution by the Rocky Mount Town Council Member Contributions by Salary Reduction for Counties, Cities, Towns and Other Political Subdivision”.

- Motion was made by Council Member Love to approve the proposed resolution as presented, with motion on the floor being seconded by Council Member Strickler. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

C. Proposed Supporting Resolution Related to Water Department

The Town Manager informed Council that a supporting resolution is requested to accompany an application for funding from the Virginia Department of Health (VDH) Drinking Water Financial and Construction Assistance Program (FCAP). He pointed out the following:

- The application for a Planning Grant will cover the entire cost of a Preliminary Engineering Report (PER) that will evaluate and describe in detail the costs, benefits and methods of an interconnection between Rocky Mount's existing water system and Western Virginia Water Authority water system.
- Specifically, the PER would determine the necessary infrastructure that would be required to accomplish the interconnection including, but not limited to, items such as pipe length and size, meter vaults, creek crossings, meters, additional water treatment needs, water compatibility issues, and design and permitting costs. Detailed costs estimates will be provided as well.
- Town asking for State funds to do a feasibility study, but to apply for said grant, the proposed draft resolution has to be passed by the governing body.

The Town Manager confirmed to the Vice Mayor that by doing a feasibility study, it will in no way require the Town to connect. It is staff's hope that the study will make the Town smarter before any negotiations take place. Also pointed out that the Town has been in past discussions about this, and the study will purely be for the Town to be more informed if the Town so chooses to connect. Also confirmed that there would be no matching grant, as the Town does not want this.

The Vice Mayor stated that he doesn't see any reason why the Town cannot be more educated regarding this matter in case another Town water source is needed.

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

- Motion was made by Vice Mayor Walker to approve the draft resolution in support of resolution by the Rocky Mount Town Council to seek funding from the Financial and Construction Assistance Programs for the Western Virginia Water Authority System Connection Study, with motion on the floor being seconded by Council Member Greer. Let the record show that the motion on the floor passed unanimously by those present.

D. Proposed Fiscal Year 2012 Paving Plan

Prior to the meeting, Council had received a copy of the proposed Fiscal Year 2012 paving plan, which included a list of the streets to be resurfaced.

The Town Manager informed Council that the Public Works Director had issued a request for bids for the Fiscal Year 2012 paving in May with bids due on May 31, 2012. The apparent low bidder was Patterson Brothers Paving, Inc., with a bid of \$308,609.10. It was pointed out by the Town Manager that it is staff's intent to issue a letter of Notice of Intent Award to Patterson Brothers Paving, Inc. The Town Manager explained that he is familiar with the paving work they do as they have been doing work for the City of Bedford for some time. Also discussed with Council that the Town will be having someone that is retired from VDOT to do on-the-job inspections to make sure the work is being done right while Patterson Brothers Paving, Inc. is doing the paving work.

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

- Motion was made by Council Member Strickler to issue the Notice of Award to Patterson Brothers Paving, Inc., 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 by those present.

E. 20 Goodview Street, Rocky Mount, Virginia (Relocation House) Proposed Loan

The following information was pointed out to Council by the Town Manager regarding the Town's relocation house located at 20 Goodview Street:

- The Town has been trying to sell the relocation house used in the latest Community Development Block Grant (CDGB) housing rehabilitation project located at 20 Goodview Street for the asking price of \$25,292.
- The Town has been targeting families (one or more children) that fall in the low to moderate income (LMI) bracket as established by Department of Housing & Community Development (DHCD).
- Due to the LMI status of these families, all prospective buyers have not had success in obtaining a loan to purchase the property.
- In reviewing this issue with the Town's Community Development Director and the Town Attorney, the best solution presented to place an LMI family in the property would be for the Town to carry the financing for the property.
- Given that the Town already owns the property, there is no financial outlay proposed.
- Rather than requiring the purchasers to obtain financing, the Town could record a note and a deed of trust to consummate the sale and collect monthly payments from the buyer.
- Staff recommends allowing the home to be sold at an interest rate of 4% and a term of ten years to the buyer currently recommended by the Housing Rehabilitation Board.

The Assistant Town Manager confirmed that the Board would prefer a family going into this house, with this family being a five member family; and from a Community Development standpoint, this is probably the best that can be done. He also informed Council that there was discussion that the Town has talked with area banks, but the banks could not work with the applicant to obtain a loan.

Also confirmed to Council that since the Town owns the property, there would be no cash transaction. It was pointed out to Council that the Housing Rehabilitation Board was satisfied that the applicant could pay for the loan. Also stated that the only downside would be if the Town does not approve staff's recommendation as stated, the Town would have to re-bid out or pay the loan back to DHCD. He further stated that there would be very little bookkeeping on the Finance Department side to make sure the loan is paid.

The Town Attorney stated that this type loan the Town is proposing is fairly straight forward as a real estate transaction and will require the property owner to acquire house insurance, and that the home owner will pay their real estate taxes on time. There was also discussion regarding if the property owner does not pay taxes or house insurance, the Town can take steps to force foreclosure on the property, with there being enough time of the notice of intent to cancel and actual cancellation to get the place covered, and that the Town should be notified by the insurance company if the insurance would be cancelled. The Town Attorney confirmed that 90 days is standard to go into foreclosure for non-payment. He further confirmed that the 4% interest may be a little higher than most interest rates on home loans.

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

- Motion was made by Council Member Cundiff to approve the sale of the Town's relocation house located at 20 Goodview Street at the suggested terms, with motion on the floor being seconded by Council Member Strickler. There being no discussion, let the record show that the motion on the floor carried unanimously by those present.

COMMITTEE REPORTS

A. Public Utilities Committee

The Town Manager informed Council that the Public Utilities Committee met on May 15, 2012 to consider the complaint raised by Dr. Brian Alexander, DDS (located on North Main Street), with him stating the following:

- The Town charges a minimum for each separate unit served by one water meter if the customer elects to serve more than one unit with one meter, with Dr. Alexander objecting to this.
- The Finance Director gave an overview of the instances where such service exists.
- The Committee agreed that the method currently adopted by the Town allowed the consumer to avoid excessive costs of connecting multiple units via separate meters and separate connection fees, and in the long run, was the least expensive option of the consumer.
- The Committee recommended continuing the current practice, but asked that new construction be encouraged/required to connect via a single meter for

each unit served. Additionally, the Committee recommended that no change in Town Code is required for this practice to continue.

Committee Chair Cundiff confirmed to the Mayor it would be best to leave the current practice as is because it would be hard to go back and change it, with the Committee talking in-depth about this when they met.

Let the record show that no action was taken as it was not needed at this time.

B. Finance & Human Services Committee

The Town Manager informed Council that the Finance & Human Services Committee met on May 21, 2012 to consider two items:

1. *Adoption of Fund Balance Policy:*

- The Committee had a diverse opinion on the policy and recommended that Council review it in June. One Committee member objected to the implication that the policy put pressure on the Utility Fund to be in balance.
- The document proposed is a guideline for optimal management of the Town's fund balance and the lack of a policy will be a management item in the Town's Fiscal Year 2012 audit if not adopted during the June meeting.
- The impact of not being in compliance with the Government Auditing Standards Board Statement Number 54 will be increased difficulty in obtaining grants and loans.

It was pointed out by the Town Manager that the Committee did not make a recommendation to Council unanimously and asks that Council look at this as a body.

It was further pointed out by the Town Manager that he and the Finance Director still recommend approval.

The Town Manager confirmed to Council Member Strickler that the Town needs a clean audit because when the Town applies for grants, loans, etc., the most current audit report is requested to be looked at. He also confirmed to Vice Mayor Walker that this would not have affected the Franklin Heights project when it was paid off.

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

- Motion was made by Council Member Strickler for the Town to adopt the proposed fund balance policy, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion passed five to one, with the Council Member Cundiff casting the dissenting vote.

2. *Review of Proposed Fiscal Year 2013 Health Insurance Options and Rates:*

- The Committee recommended that Council approve the submitted plan that Council had received prior to the meeting, along with the coverage options for Town staff as part of the Fiscal Year 2013 budget process, and directed staff to communicate this plan with Town employees during the meetings that are scheduled to take place between the date of the Committee meeting and the date of the June Council meeting.
- The County of Franklin and Town have negotiated with Anthem to offer two insurance plans to staff in the coming year (prior to the Council meeting, Council had received a copy of the plan), being KeyCare 15 and 25. By offering alternative plans, it is the hope that employees can purchase a level of coverage that they feel meets their needs. The KeyCare 25 Plan has a \$500 per individual deductible and a \$1,000 deductible for multi-person plans. Just as the County of Franklin has done, the Town proposes contributing to a Flexible Spending Account (FSA) for those who select one of those plans. The philosophy is that by encouraging an employee to move to a higher deductible plan and off-setting part of the deductible, the Town and the employee each save. Employees that want to keep the KeyCare 15 plan will be allowed to do so, but will have to contribute towards the purchase of the coverage.
- The Town has budgeted \$515,088 for insurance costs for the next budget year. It is expected that \$31,520 of this will be used for the Town's Delta Dental renewal, leaving \$483,568 to fund the Anthem options. Prior to the meeting, a spreadsheet was given to Council showing how this amount was allocated, which indicated the rates for each level of coverage, the amount of an increase for the employee, and the total costs for the Town.
- The proposal is to keep the Town contribution percentages the same for the KeyCare 25 plan, which results in very small increases for the employees (the highest is \$20.69 for family coverage). This results in a savings to the Town of \$18,251 from what was budgeted. This savings is used to fund the FSA contribution to offset the deductible for the employees.
- The end result is an estimate that with the rates proposed, the Town will come in approximately \$1,000 under budget for health insurance in Fiscal Year 2013.

At the request of the Mayor, the Town Manager explained how KeyCare 15 and KeyCare 25 plans affects the employees. He confirmed to Council that the KeyCare 15 may not be available to the Town next year. Also went over what the KeyCare 25 increases were. It was also confirmed to the Mayor that for single individual under KeyCare 25, there would be no charge.

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

- Motion was made by Council Member Strickler to adopt the Fiscal Year 2013 health insurance options and rates, with motion on the floor being seconded by Council Member Cundiff. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

C. Performance Center Committee

The Mayor stated that the Performance Center Committee met on June 7, 2012 to review public input session with Hill Studio (architectural engineers handling the project), and to provide direction to the architect for the completion of the interior floor plan design.

The Assistant Town Manager gave a brief synopsis of that meeting:

- The Committee does not bring a recommendation to Council at this time.
- The meeting was to review two remaining options under Hill Studio for the interior design.
- Not working on exterior design yet as the Committee first wanted to do the interior design.
- The interior designs were presented during a public input session (this was the same night Benjamin Franklin Middle School was holding their graduation, resulting in a low turnout from the previous public input session). Had fewer than ten show up at the public input session, but all that did come picked the same option, being the interior design that had larger interior spaces that also maximizes the amount of performance space.
- As designed now, the space is very flexible and can be curtained off for small events. Could have multi-purpose space downstairs, creating opportunity for wedding receptions or other means to make more revenue for the facility.
- The Committee decided during last week's meeting to narrow down the option to allow the architect to move forward to try to finalize the interior design to bring back to Council for approval, with the expectation being based on input from the public and the Committee. It will probably be August at the earliest before it could be considered by Council, with it possibly being September. The Committee wants to make sure Council gets a good design that will give the public further opportunity to review the design as well.
- Confirmed to the Mayor that the direction from the Committee last week was that the architect was to have enough of an idea what the interior will be like in order to then begin working on the exterior spaces, and that this is all part of the design process, with this all having to be approved by Council before it becomes final.
- Feel like this project is a little bit further behind than expected to be, and the fund raising will not start until there is a better concept on design (based upon advice from the architect and other fund raisers to not go out too early for funding until you have something that will "wow" those folks at the foundations that the Town will be trying to get funds from).
- Confirmed to Mayor that permanent seating had been discussed, but that the architect had suggested that the seating should be non-permanent so when there is standing room only for a concert, you can accommodate more

people, but that you would still have the fire marshal limit on what you can do. Stated that the preference expressed by the Committee and some members of the public was for fixed seating so those attending could be ticketed consistently in the same fashion time after time, and it would be better also for those that buy tickets on-line and for recognition of the seating style, with the Committee recommending the architect to proceed with fixed seating, with fixed seating being a more attractive and more appealing option.

- Confirmed to the Mayor that the architect will make available samples of non-permanent seating as an option, but again, it will be at least two to three months out from bringing a final design to Council.
- Confirmed to the Vice Mayor that they do not want to wait for a final design to apply for grants, but it would be best to have it. Also, there may be some deadlines that would come up before a final design is ready, and if this happens, will go with what the Town has to those folks. Will keep a close eye on those dates, with one perhaps being August 1st that they will try to meet. For the most part and from a fund raising standpoint, will have visual concepts ready in order to raise funds from individuals and foundations.
- Has asked the architect to do the tobacco grant application on the Town's behalf and will be keeping an eye on that, but also want the design more complete before taking the design to them for consideration.

OTHER MATTERS, CONCERNS AND RISE 'N SHINE APPEARANCES

A. Referrals to Planning Commission from Town Council

Let the record show there were no referrals from Council to the Planning Commission at this time or from the Planning Commission to Council.

The Assistant Town Manager stated that the Planning Commission is continuing to work on the Town's Zoning Ordinance update, and it is likely to be finalized in July, with a public hearing that will more than likely be set for August.

B. Rise 'N Shine Appearances

The Town Manager appeared on the June 11, 2012 *Rise 'N Shine* show.

COUNCIL CONCERNS

The Mayor stated that that it was Council Member Strickler's last Council meeting, and speaking for himself and all members of Council, he would like to thank Council Member Strickler for all he has done while on Council and for his time of service to the residents of Rocky Mount.

Council Member Greer also thanked Council Member Strickler for his service to the Town.

Council Member Strickler stated that it was a pleasure working for Council and that it has been an experience, an education, that a lot had been accomplished, and he is sure that this Council will proceed along its way and make good decisions for the Town of Rocky Mount. The Mayor again thanked Council Member Strickler, saying that Council appreciated him.

The Town Manager requested that Council Member Strickler come back to the July regular Council meeting to receive from the incoming body an honor they wanted to bestow upon him for his years of service to the Town. Council Member Strickler so noted.

CLOSED MEETING

Let the record show there were no *Closed Meeting* items at this time.

ADJOURNMENT

At 7:58 p.m., motion was made by Council Member Love to adjourn, seconded by Council Member Moyer and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

(this page left blank intentionally)