

TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
August 28, 2017

The Wendell Town Board of Commissioners held its regularly scheduled meeting on Monday, August 28, 2017, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

PRESENT: Mayor Virginia Gray; Mayor Pro Tem Jon Lutz; Commissioners: John Boyette, Ben Carroll, and Jason Joyner.

ABSENT: Commissioner David Myrick

STAFF PRESENT: Town Manger Teresa Piner, Finance Director Butch Kay, Planning Director David Bergmark, Police Chief Bill Carter, and Information Technology Administrator Tamah Hughes.

CALL TO ORDER:

Mayor Gray called the meeting to order at 7:00 p.m. and welcomed attendees.

PLEDGE OF ALLEGIANCE:

Police Chief Bill Carter led the Pledge of Allegiance.

INVOCATION:

Barry McFarland of New Hope Missionary Baptist Church provided the invocation.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA:

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the agenda as presented.

Vote: 4-0.

2. PUBLIC COMMENT PERIOD (*one hour time limit in total*):

The following persons spoke during Public Comment Period:

 Brian Staples stated the Town representative on the [Wake County] Fire Commission is Lucius Jones. The Wendell Fire Department Board of Directors supports Lucius Jones serving on the Fire Commission. [Item 9]

3. CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial and routine items quickly. The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of the Mayor or a Commissioner. The Consent Agenda contains the following items:

- a. Approval of the Minutes from the August 10, 2017, Mid-Year Retreat meeting.
- b. Approval of the Minutes from the August 14, 2017, regular meeting.

- c. Direct the Town Clerk to certify the sufficiency of a satellite annexation petition for 93.29 acres of property located in Wendell Falls and identified by PIN Numbers 1773080073, 1764716160, and 1774116521.

Commissioner Joyner requested a correction to the August 14, 2017, meeting minutes to reflect he often visits the Town Park.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the consent agenda with the amendment to the August 14, 2017, meeting minutes.

Vote: 4-0.

4. PRESENTATION BY FRANK DOHERTY, AUDUBON, ON THE BIRD WATCHING PROGRAM AT WENDELL COMMUNITY PARK.

SPEAKER: Frank Doherty

ACTION: Presentation.

[Staff Report]

Item Summary:

In August 2016, Frank Doherty approached Parks and Recreation Director Jeff Polaski to discuss a Bird Watching program at Wendell Park. The first walk was scheduled for October 2016. Bird Watching tours are held at Wendell Park on the second Saturday of each month. Mr. Doherty and Wendell bird watching groups have successfully identified 88 species of birds with a goal of 100 species by the 2017 fall season. Mr. Doherty has been influential in the tours' recognition by the world Audubon Society. Wendell Park has been named Eastern Wake County's "Hot Spot" for birding. During the week, birding can be seen in the park without an organized tour. The Town is receiving positive feedback thanks to Mr. Frank Doherty's dedicated efforts.

Mr. Frank Doherty, retired wildlife biologist, provided an overview of the Bird Watching Program hosted at the Wendell Community Park on the second Saturday of each month; report above in italics.

5. RECOGNIZE OFFICER LENWARD MORGAN HANKS JR. FOR EARNING ADVANCED LAW ENFORCEMENT CERTIFICATE.

SPEAKER: Police Chief Bill Carter

ACTION: Recognition

[Staff Report]

Item Summary:

On Friday, August 18, 2017 the North Carolina Criminal Justice Education and Training Standards Commission awarded Officer Lenward Morgan Hanks Jr., the Advanced Law Enforcement Certificate. This prestigious award is presented by the Commission to recognize the competence of law enforcement officers, to foster interest in college education and professional law enforcement training programs, and to attract highly qualified persons to the law enforcement field. Eligibility for this award is based on formal education, law enforcement

Board Meeting Minutes
August 28, 2017

related training beyond state mandates, and years of full time experience. It can take anywhere from six to twelve years to achieve this award.

Lenward Morgan Hanks, Jr. is a Vance County native. Upon graduating high school, Lenward entered the United States Army where he served approximately four years and specialized as a Medic. Upon Honorable Discharge from the Army, Lenward joined the United States Postal Service and served in the Raleigh area for approximately seven years.

Lenward attended Basic Law Enforcement Training at Nash Community College while working with the US Postal Service and completed that training in 2010. Upon completing Basic Law Enforcement Training, Lenward was hired as an Auxiliary Deputy Sheriff by the Vance County Sheriff's Office in August 2010 and moved into a full time roll in April 2011. Lenward worked as a Patrol Deputy and ultimately as an Investigator assigned to narcotics prior to joining the Wendell Police Department on November 3, 2014.

Lenward has continued his formal education while employed as a law enforcement officer. He attended Columbia Southern University and graduated with an Associate of Applied Sciences in Criminal Justice in March 2013 and a Bachelor of Science in Criminal Justice Administration in September 2014. Additionally Lenward has completed numerous training courses specific to his law enforcement duties and has begun to work on his Master's Degree.

Receipt of the Advanced Law Enforcement Certificate is a symbol of Lenward's dedication and hard work in the law enforcement profession and is a credit not only to Lenward but to the community he serves. Lenward is the eleventh of the seventeen Wendell Officers to have received this award.

Police Chief Bill Carter provided an overview of the Advanced Law Enforcement Certificate earned by Officer Lenward Morgan Hanks Jr.; staff report above in italics.

Officer Hanks was recognized with a round of applause for attaining this milestone.

Public Hearing Guidelines:

- Case is announced
 - Staff presentation
 - Applicant presentation
 - Public hearing is opened; citizens will follow the same rules as Public Comment Period and will have five minutes to speak
 - Close public hearing
 - Board members ask questions
 - Board may take action
-

6. PUBLIC HEARING TO CONSIDER A FINANCIAL INSTITUTION FOR AN EQUIPMENT AND VEHICLES LOAN FOR THE FOLLOWING ITEMS: ONE LEAF TRUCK, FIVE POLICE CARS, ONE BUCKET TRUCK AND TWO PICKUP TRUCKS.

SPEAKER: Finance Director Butch Kay

ACTION: Public hearing. Board may take action.

[Staff Report]

Item Summary:

As part of the FY 2017-2018 budget, the Town Board included funding for equipment and vehicles loan. The equipment and vehicles will enable Town staff to continue performing services for our residents in a timely and efficient manner.

In accordance with the NC GS 143-129, the Town noticed its acceptance of proposals from qualified banking institutions. Of the five banking proposal packets remitted, three were received for opening on Tuesday, August 15, 2017 at 2:30 p.m.

This evening's public hearing is an opportunity to hear from the citizens prior to the Town Board taking action.

<i>Vehicle & Equipment Loan Town of Wendell Bid Opening – Finance Proposals Tuesday, August 15, 2017 2:30 PM</i>		
<i>Bank</i>	<i>Interest Rate</i>	<i>Payment</i>
<i>KS Bank</i>	<i>1.74%</i>	<i>104,935.11</i>
<i>First Citizens Bank</i>	<i>1.82%</i>	<i>105,090.36</i>
<i>BB&T</i>	<i>1.85%</i>	<i>105,151.17</i>
<i>Regions Bank – declined to bid</i>		
<i>Wells Fargo – declined to bid</i>		

Finance Director Butch Kay provided an overview of the bid proposals received; staff report and bid tabulation included above in italics.

Mayor Gray opened the public hearing at 7:23 p.m. No one spoke on this item. Mayor Gray closed the public hearing at 7:23 p.m.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the acceptance of the bid from KS Bank for the equipment and vehicle loan.

Vote: 4-0.

7. DISCUSSION OF TOWN OF WENDELL PROFESSIONAL AND CAREER DEVELOPMENT FOR PUBLIC WORKS DEPARTMENT.

SPEAKER: Finance Director Butch Kay

ACTION: Board may take action.

[Staff Report]

Item Summary:

In February of this year, funding was requested to contract with a third party to conduct a pay and classification study. Wendell's last comprehensive study was conducted in 2012. Many municipalities conduct similar studies every three (3) to five (5) years. Wendell's Personnel Policy requires this study be conducted every five years. After further discussion, staff was

Board Meeting Minutes
August 28, 2017

directed to conduct the study in-house.

The first department to be studied was identified as Public Works. A committee, comprised of the Town Manager and representatives from Human Resources, Public Works, Finance and Police, was formed to perform the study.

The committee conducted market research on similar positions, structure and classifications across several municipalities including Wake Forest, Knightdale, Zebulon and Morrisville. Additionally, each job description in the department was reviewed and updated to reflect the level of experience, knowledge, training and certifications required to correspond with the requirements of that position.

The result of this study identified the need to establish one additional mid-level position classification in order to more accurately address compensation based on job complexities. The findings also identified salary inequities when comparing existing Town of Wendell positions with similar positions in other jurisdictions. The comparison resulted in the recommendation to create a Public Works Specialist II position as well as the assignment/reassignment of three public works positions within the Assignment of Classes to Grades as maintained by the Town. A chart is provided which outlines the finding of the study and the proposals recommended.

It is requested that the Town Board of Commissioners approve the addition of a Public Works Specialist II position within the Position Classification Plan and adopt the revised assignment to Classes of Grades as proposed. Adjustments such as those proposed are essential as we continuously refine classification and compensations plans to better recruit and retain qualified and committed employees to serve the Town of Wendell and its citizens.

Upon adoption of the proposed changes, a formalized Career Path Progression Program for the Public Works Department will be implemented by the Town Manager as authorized by Article II, Section 6 of the Town Personnel Policy. The purpose of the program will be to establish a process by which employees of the Public Works Department can take ownership in their career growth by developing new skills, seeking educational opportunities and partnering with the Town to demonstrate job related knowledge, skills and abilities. The program provides career development opportunities based on an employee's performance, training and length of service prior to their pursuit of a supervisor or management role. This experience and training better develops employees for future growth opportunities.

The Town and its Public Works Department are committed to providing opportunities to assist the growth of individuals towards reaching personal and professional goals. These efforts enhance morale, improve personal and job related skills, develop promotional opportunities and facilitate a positive work environment that benefits the employees, the Town and its citizens.

Finance Director Butch Kay provided an overview of the professional and career development for Public Works Department; staff report above in italics.

Mayor Pro Tem Lutz questioned what the existing tiers are. Finance Director Kay stated the recommendation is to replace the Public Works Specialist with a Public Works Specialist I and a Public Works Specialist II.

Mayor Pro Tem Lutz questioned if the career ladder is to see growth. Finance Director Kay stated it would be through training and years of experience.

Commissioner Joyner questioned how many employees would be moved with the addition of the Public Works Specialist II. Finance Director Kay stated there are five employees and he anticipates two or three.

Commissioner Joyner stated he likes what is presented. He questioned with this new career development, will all employees become a Public Works Specialist II. He questioned if this addresses the problem. Finance Director Kay stated there will be employees who are Public Works Specialist I and Public Works Specialist II. He stated this will have monetary impact for some.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the addition of the Public Works Special II position within the position and classification plan for the Public Works Department.

Vote: 4-0.

8. DISCUSSION OF VACANCY ON TREE BOARD.

SPEAKER: Special Assistant to the Town Manager Sherry Scoggins

ACTION: Information. Direction from Town Board.

[Staff Report]

Item Summary:

On July 19, 2017, Ms. Joy Hicks submitted a letter of resignation from the Tree Board due to health issues.

On July 25, 2017, Mayor Gray sent a letter accepting Ms. Hick's resignation.

During the Spring Into the Arts Walk Reception, Ms. Marriott Sheldon expressed an interest in serving on the Tree Board. Her application was received on Monday, August 21, 2017, and is included for the Boards direction. The Board may take action.

Town Manager Teresa Piner provided an overview of the vacancy on the Tree Board; staff report included above in italics.

Commissioner Joyner questioned if Ms. Sheldon was present. Mayor Gray stated no.

Commissioner Joyner questioned if this was advertised. Town Manager Piner stated no.

Commissioner Joyner stated his preference is to advertise and to review application(s).

ACTION:

Consensus of the Town Board to advertise the vacancy on the Tree Board.

9. DISCUSSION OF RECOMMENDING A CITIZEN TO SERVE ON THE [WAKE COUNTY] FIRE COMMISSION.

SPEAKER: Special Assistant to the Town Manager Sherry Scoggins

ACTION: Information. Board may take action at its September 11, 2017, Board meeting.

[Staff Report]

Item Summary:

This October, the term for Lucius Jones, the Town's representative on the Wake County Fire Commission, expires.

On December 7, 1998, the Wendell Town Board of Commissioners adopted a resolution to join the county fire service tax district effective July 1, 1999. Additionally at the December 7, 1998, meeting, the Town Board of Commissioners unanimously recommended Commissioner Buddy Scarboro as the Town's municipal representative. The Wake County Board of Commissioner formally appointed Commissioner Scarboro on June 7, 1999, first meeting was held October 5, 1999, with his term expiring October 31, 2000. Mr. Scarboro represented the Town of Wendell through November 20, 2003. On December 1, 2003, the Wake County Board of Commissioners appointed Lucius Jones to serve on the Wake County Fire Commission.

Membership and Composition to the Wake County Fire Commission includes:

- *Wake County Board of Commissioner member (1)*
- *Representative of fire service planning and service regions (4)*
- *President of Wake County Firefighters' Association (1)*
- *Public consumers (5)*
- *Representatives of municipalities participating in Fire Protection Service District (1 seat per each participating municipality)*
- *County staff (non-voting)*

The Wendell Town Board of Commissioner members are requested to bring nomination(s) of person(s) who would represent the Town of Wendell to its September 11, 2017, Board meeting. In turn, the nomination(s) will be sent to the Clerk to the Board for the Wake County Commissioners for inclusion in an upcoming agenda with the final appointment by the Wake County Board of Commissioners during a regular Board meeting.

Attachments:

None for the August 28, 2017 agenda.

Monday, June 26, 2017:

The Town of Wendell participates in the Wake County Fire Protection Service District. As a participant, Wake County appoints a representative to the Wake County Fire Commission to represent the Town of Wendell. Persons appointed by Wake County to the Fire Commission serve a two-year term beginning November 1 and expiring October 30. Persons appointed may serve for two consecutive terms.

Mr. Lucius Jones is the Town's current Fire Commission representative and his term expires October 31, 2017. Mr. Jones has served two consecutive terms. [The Wake County Board of Commissioners reserves the right to waive the number of terms.]

Meetings of the Wake County Fire Commission are held on the third Thursday of every other month beginning in January, except that if a regular meeting day is a legal holiday the meeting shall be held on the next business day. The meeting is held at the Wake County Emergency Medical Services Training Center unless otherwise scheduled elsewhere and shall begin at 7:00

Board Meeting Minutes
August 28, 2017

PM. An organizational meeting is conducted in January in which a chair and vice-chair are selected.

Information about the Wake County Fire Commission is being provided to the Town Board so that the Town Board may submit a citizen recommendation by its September 11, 2017, Town Board meeting. In turn, the Wendell Town Board of Commissioner's recommendation will be forwarded to the Wake County Clerk to the Board for placement on an upcoming Wake County Board of Commissioners agenda.

Attachments:

- A. [Wake County Fire Commission Rules of Procedure, 9/18/2014](#)
- B. [Wake County Fire Commission Members, retrieved 6/07/2017](#)

Town Manger Teresa Piner provided an overview of recommending a citizen to serve on the [Wake County] Fire Commission; staff report above in italics. She added Mr. Jones is present this evening.

Commissioner Joyner stated he is the Town Board liaison to the Wendell Fire Department and this item was discussed and the Wendell Fire Department Fire Board is requesting Mr. Jones continue serving.

ACTION:

This item will be on the September 11, 2017, agenda for Town Board action with recommendation to the Wake County Board of Commissioners.

- 10. UPDATE ON WENDELL CO-LOCATING WITHIN THE PROPOSED WAKE COUNTY PUBLIC SAFETY FACILITY.
SPEAKER: Town Manager Teresa Piner
ACTION: Discussion. Board may take action.**

[Staff Report]

Item Summary:

August 28, 2017

As directed by the Town Board at the June 26, 2017 Board meeting, a meeting between delegates of the Wendell Board of Commissioners and the Wake County Board of Commissioners was held on July 31, 2017. In addition questions received by Wendell's Town Board were forwarded to Wake County for discussion and review. The questions included:

- *Once the Town's percentage of the building is paid to Wake County, would the space belong to the Town of Wendell indefinitely? If Fire or EMS needed to expand, would Wendell be expected to relocate before the County built another location?*
- *If the property was determined surplus, sold by the County or repurposed, would Wendell receive any form of payment back for its percentage of ownership?*
- *How would utility cost be divided? Current calculations have Wendell using 8.5 percent of the building, given that it would not occupy the building 24/7, how would utility responsibilities be prorated?*
- *How are maintenance costs to be addressed, to include on-going, routine, and emergency events?*
- *Are there financing options available to the Town through Wake County?*

Board Meeting Minutes
August 28, 2017

- *What is the timeline for payment by the Town to Wake County?*
- *If financing options are not available is there the option to lease space in the facility, duration, expectations, and costs*

Staff has contacted Wake County the week of the 21st asking for an update in preparation of the meeting on August 28th. As a part of the planning and scoping process, a draft plan was presented to Town staff regarding the future Wake County Public Safety Facility to be located on Wendell Falls Parkway near the intersection with the 264 Bypass. Staff expressed its concern with the cost associated with the Town's portion of the estimated \$1.2 million. The County indicated they would revisit the proposed facility cost breakdown between the County and the Town. The County was also asked if a second story to house living quarters and mechanical rooms would be a cost saving measure. Staff was told there was little or no cost savings in constructing a second story due to: fire separation requirements, elevator purchase, installation and maintenance, required stairways, ease of access, additional steel, and more complicated HVAC and mechanicals. County facilities have been built with two stories on occasion but it was due to geography of the site.

June 26, 2017

On June 8th, Chief Carter and Town Manager Piner participated in a phone conference with Wake County representatives. The reduction in the size of the facility was discussed. For the police department, major reductions included the police meeting room and office space.

The Town has been supplied with a revised facility plan. The total building size has been reduced to 17,767 square feet. The total project cost with land and escalation to 2019 is \$6,620,762. The Police dedicated square footage is now 1,509 vs. 2,778. The Police Department would also be charged a prorated amount to cover a shared training room of 850 square feet, public restrooms and the lobby. As a result, the Police Department would occupy approximately 14% of the facility which would bring the Town's cost to an estimated \$927,000. County representatives noted that any significant reduction in square footage would not result in an equivalent reduction in costs. The estimate provided is for a building fully furnished with fixtures and equipment and includes land purchase and preparation costs.

<i>Land</i>	<i>\$ 65,800</i>
<i>Professional Services</i>	<i>\$ 83,673</i>
<i>Site Development Costs</i>	<i>\$145,427</i>
<i>Construction Cost (237 sf)</i>	<i>\$587,846</i>
<i>Contingency</i>	<i>\$ 21,998</i>
<i>FFE</i>	<i>\$ 22,256</i>

Total Police 14% *\$927,000*

The cost is approximately \$372 per square foot (\$6,620,762 / 17,767 square feet) which is higher than normal; however \$1.5 million is the purchase and prep of site costs. The breakdown for funding the facility is proposed as follows: 58 percent fire tax, 28 percent CIP (EMS), and 14 percent Police

The value of a second story was revisited and again the lack of savings and ease of maintenance were stated as reasons to have all services located on the first floor. When asked about financing, the County stated that Garner's portion was financed by Wake County; however, some form of payment will be required for participation. The police department's portion of the design and fees portion would be around \$83,000 with the remainder of the costs being financed. The County anticipates purchasing the property July 2017, to prepare construction documents between July 2017 and 2018, and to begin construction after July 1, 2018 (FY 2018/2019). This

would require a financial commitment in the FY 2018-2019 Town Budget.

Attachments:

None – No changes have been submitted since the June 26th presentation

Town Manager Teresa Piner provided an update on Wendell co-locating within the proposed Wake County Public Safety Facility; staff report above in italics. The amount was reduced to \$595,000 down from \$927,000. The timeline is to close on the land in the next month or two. The project design, bid documentation, preparation and permitting and construction is schedule for fiscal year 2018. Summer of 2019 is estimated completion and grand opening. Wake County would own the land and the Town would own its portion of the building.

Mayor Gray questioned how the cost was reduced. Town Manager Piner stated it was based on a percentage and Wake County reviewed the open space and shared areas.

Mayor Gray stated her understanding is staff is gathering information and that will come back to the Town Board. Town Manager Piner stated yes.

Commissioner Joyner stated he is hoping the numbers will continue to decline. He heard staff is hoping for Wake County financing. He would like due diligence performed and explore financing options.

ACTION:

This item will be on the September 11, 2017, agenda for Town Board action.

11. DISCUSSION OF POLICY FOR WEATHER CAMERA.

SPEAKER: IT Administrator Tamah Hughes

ACTION: Discussion. Direction from Town Board.

[Staff Report]

Item Summary:

With the new installation of the weather camera located on Main Street, the need for a weather camera policy was discussed at the Board meeting on August 12, 2017. Most polices reviewed were related to surveillance and security monitoring cameras and do not apply to the proposed use of the camera for the Town of Wendell.

A draft policy is attached for discussion. The Town Attorney and State Department of Archives will be consulted before requesting adoption.

IT Administrator Tamah Hughes provided an overview of the proposed policy for the weather camera; staff report above in italics.

Mayor Gray questioned if Town's with a weather camera have a policy for its use. IT Administrator Hughes stated no. She checked with Knightdale.

Town Manager Piner stated that may be due to it being open to the public.

Commissioner Joyner questioned if anything is being recorded on the camera. IT Administrator

Hughes stated yes for promotional photos.

Commissioner Joyner questioned if he requested to see the footage from 12 o'clock today could he see it. IT Administrator Hughes stated yes.

Mayor Pro Tem Lutz questioned the blanks in the form. IT Administrator Hughes stated she is seeking direction from the Board.

Commissioner Joyner stated the proposed policy includes a committee and he would like to see others included. He questioned the sentence, "At the discretion of the Oversight Committee the feed may be provided to media and other outlets as authorized." IT Administrator Hughes stated as authorized by the Town Board. A couple of media outlets have been authorized access to promote Wendell weather.

Commissioner Joyner questioned the sentence, "Nothing in this policy shall prohibit the use of this video recorded through camera by law enforcement as provided by state and federal law." His desire is to see this as a Town promotion. He stated if law enforcement wants access to this service they need a warrant. IT Administrator Hughes requested direction.

Commissioner Joyner stated there was a lot of conversation by public about the weather camera being used by the police department.

Mayor Gray requested who are the stations accessing the weather camera. IT Administrator Hughes stated ABC 11 and WNCN are in discussion with the Town. WRAL is showing the weather of Wendell.

Commissioner Boyette questioned the number of days for storage. IT Administrator Hughes stated it could reflect no more than seven days.

ACTION:

Consensus of the Town Board for staff to amend the policy and return to the Town Board for review and possible action.

12. UPDATE ON BOARD COMMITTEE(S) BY TOWN BOARD MEMBERS:



Triangle J COG Board of Delegates [Mayor Pro Tem Lutz]



Capital Area Metropolitan Planning Organization (CAMPO) [Mayor Gray]

Mayor Pro Tem Lutz stated four new municipalities joined and they discussed the upcoming summit being hosted in Clayton the end of September. He stated the group had to vote on awards and the Town of Wendell was the only municipality with persons nominated in all categories.

Mayor Gray stated two public hearings were held:

- FY 2019 LAPP Programs
- Prioritization of the 5.0 modal candidate project list

They also discussed the 2045 metropolitan transportation plan update.

13. COMMISSIONERS' REPORTS.

Commissioner Carroll and Commissioner Boyette stated no report.

Mayor Pro Tem Lutz stated on September 9, 2017, the Wendell Methodist Church will have Community Day. Tickets are available for the fish plates.

Commissioner Joyner stated the Town did a great job with the All Star Recognition and Family Movie Night. It was a good mixture of folks attending. He stated the Town has Brother's Dry Cleaners due to Mr. Larry Harvey of Larry's Tailor Shop reaching out for this service. He commended staff on the work to-date with Wake County on the Public Safety Facility.

14. MAYOR'S REPORT.

Mayor Gray congratulated and thanked all of the softball and baseball All Stars, parents, and coaches.

She stated the Treat Trail applications are being accepted. The event is Friday, October 27. She encouraged businesses to get a booth. The Treat Trail has been nominated by the North Carolina Recreation Parks Association for the most innovative program award in the state.

15. CLOSED SESSION.

ACTION: Will be called if necessary.

No closed session was called.

16. ADJOURN.

ACTION:

Mover: Mayor Pro Tem Lutz moved to adjourn at 8:10 p.m.

Vote: 4-0.

Duly adopted this 25th day of September 2017, while in regular session.

ATTEST:

Virginia R. Gray, Mayor

Sherry L. Scoggins, MMC; Town Clerk