



**TOWN OF CALABASH  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, February 14, 2012—6:00 pm**

**AGENDA**

**CALL TO ORDER:** Mayor Knight

**PLEDGE TO FLAG:**

**ROLL CALL:**

**APPROVAL/ADJUSTMENT OF AGENDA:**

**MINUTES:**

1. Board of Commissioners January 10, 2012 (open session)
2. Board of Commissioners January 10, 2012 (closed session)
3. Board of Commissioners Special Meeting January 26, 2012

**MAYOR'S COMMENTS:**

**PUBLIC COMMENTS #1:** (General Public Comments—5 minutes per speaker)

**CORRESPONDENCE:**

**TOWN ADMINISTRATOR'S REPORT:** written report

**BUILDING INSPECTOR'S REPORT:** written report

**COMMITTEE/LIAISON REPORTS:**

1. Planning & Zoning—see written report/draft minutes
2. Calabash Fire Department—Commissioner Walton
3. Finance—Commissioner DiStasio
4. Town & Merchant—Commissioner Nance
5. Calabash Community Services—Commissioner Buccilli
6. Stormwater—Commissioner Walton
7. Safety—Commissioner Walton
8. Personnel—Commissioner Melahn
9. Long Range Planning—Town Administrator Nance

**PUBLIC COMMENTS #2:** (Public Comments of Old Business—2 minutes per speaker)

**OLD BUSINESS:**

1. **Discussion/Action** to consider approving the proposed Budget Amendment to appropriate and transfer funds from the Stormwater Fund (Fund 71) to the General Fund to pay for the drainage improvements currently under construction on Riverview Drive. **Discussion**

**PUBLIC COMMENTS #3:** (Public Comments of New Business—2 minutes per speaker)

**NEW BUSINESS:**

1. **Discussion/Action** to consider approving a tax release of \$1,521.13 for property determined to be “exempt” by Brunswick County Tax Department. **Discussion**
2. **Discussion/Action** to consider approving a Resolution in support of Earth Hour in Brunswick County. **Discussion**
3. **Discussion/Action** to consider approving a contract for audit service with S. Preston Douglas and Associates. **Discussion**
4. **Discussion/Action** regarding UDO clerical amendments to Articles 10 and 12 as recommended by the Planning & Zoning Board—determine date to schedule a public hearing. **Discussion**
5. **Discussion/Action** regarding consulting proposal for maintenance of the Town’s website (\$35/hr) along with other options. **Discussion**
6. **Discussion/Action** regarding consulting costs to confer with recodification of the General Code of Ordinances with the Policies and Procedures Committee—proposed \$35/hour **Discussion**
7. **Discussion/Action** to consider allowing the NC Baptist Men Disaster Relief Team to store their disaster relief trailer at the Town’s Maintenance Building. **Discussion**
8. **Discussion/Action** to order the Tax Collector to advertise delinquent taxes in the April 12, 2012 edition of the Brunswick Beacon. **Discussion**

**CLOSED SESSION:**

1. **Pursuant to G.S 143-318.11 (a)(3) Legal Matters—to consult with the Town Attorney.** **Pursuant**
2. **Pursuant to G.S 143-318.11 (a)(6) Personnel Matters** **Pursuant**

**ACTION AS A RESULT OF CLOSED SESSION:**

**PUBLIC COMMENTS #4:** (limited to a maximum of 3 minutes per speaker)

**BOARD COMMENTS:**

**ADJOURN:**

**TOWN OF CALABASH  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, February 14, 2012 – 6:00 p.m.**

**MINUTES**

The Town of Calabash Board of Commissioners held their Regular Monthly Meeting on Tuesday, February 4, 2012 at 6:00 p.m. in Sanborn Hall, located at Town Hall, 882 Persimmon Road, Calabash.

**MEMBERS PRESENT:** Mayor Mary Louise Knight, Commissioner Sandy Melahn, Commissioner Emily DiStasio, Commissioner Charles Walton, Commissioner Daria Buccilli and Commissioner Joseph Nance; all members were present.

**STAFF PRESENT:** Charles Nance, Town Administrator; Kelley Southward, Town Clerk and, Mark Lewis, Town Attorney.

**GUESTS PRESENT:** The audience consisted of approximately ten individuals.

**CALL TO ORDER/PLEDGE/ROLL CALL:** At the request of Mayor Knight, Commissioner Nance led the Pledge of Allegiance. Roll call was taken with attendance reflected above.

**APPROVAL/ADJUSTMENT TO THE AGENDA:** Commissioner Buccilli requested an additional item be added under Old Business. *Commissioner Buccilli motioned to add to Old Business Item #2 – discussion of an amendment to the Budget Workshop Schedule; seconded by Commissioner Melahn and unanimously carried. Commissioner DiStasio motioned to approve the agenda as amended; seconded by Commissioner Buccilli and unanimously carried.*

**MAYOR’S COMMENTS:** The Mayor stated that the past month had been very busy and that commissioners had been very active working toward the betterment of the Town. She listed the number of events commissioners, as well as herself, attended. They included, but were not limited to: Chamber of Commerce meetings, the EMS Dedication, Calabash Fire Department Logistical Meeting, a Town 2012-2013 Budget Meeting, pruning of trees at the community park by Commissioner Walton, Commissioner Nance attended the Merchant’s Association meeting, attendance at a Safety Meeting at the Calabash Fire Department (almost fifty people were in there), and the Calabash Fire Department Board Meeting. She noted that commissioners addressed sewer related issues with residents, Board & staff members were slated to receive CPR training and that committee meetings and liaison responsibilities were being addressed. The Mayor also attended the EMS Dedication of a new ambulance and she was honored to be asked to be the “Spirit of Calabash’s” Godmother. She stated she was pleased to live in a town with a Calabash Fire Department and a Calabash EMS which adds to making the Town of Calabash a “hometown”. She attended a Sheriff’s Department meeting, met with Representative Iler and Senator Rabon and she participated in the recent interviews of potential Town Service employees. She checked on Town Services in Mr. Nance’s absence. She addressed the progress of the Community Park and Town Hall interior renovations.

**MINUTES:**

1. Board of Commissioners, January 10, 2012 (open session)
2. Board of Commissioners, January 10, 2012 (closed session)
3. Board of Commissioners Special Meeting, January 26, 2012

*Commissioner DiStasio motioned to approve the three sets of minutes; seconded by Commissioner Melahn and unanimously carried.*

#### **PUBLIC COMMENTS:**

Mrs. Cecelia Herman noted that when the Town sign located at the North/South Carolina state line had no message on it, it made her feel that the Town was closed and that nothing was going on. She asked that when there was no specific event to mention, that the Board consider putting “Gateway to NC” and “Shop, Play and Dine” on the sign so that people will know the Town is open for business 365 days a year.

**CORRESPONDENCE:** None.

#### **TOWN ADMINISTRATOR’S REPORT:**

Copies of Mr. Nance’s weekly reports are hereto attached to these minutes. Mr. Nance noted that the concrete post footers for the community park pavilion had been poured today. The Riverview Drainage repair project was proceeding along at a normal pace.

#### **BUILDING INSPECTOR’S REPORT:**

A copy of the report is hereto attached to these minutes. Upon a question posed by Commissioner DiStasio, Mr. Nance provided some information about the status of Kingfish Bay. He noted that the vandals were caught; they were in their late teens or early twenty’s. He noted that there are different parties involved in the project and there seemed to be some differences between them as to how to proceed. Repairs had been made to the gate and some landscaping. Questions had been raised by the developer regarding whether or not to do the guarantee or to complete the infrastructure. At this time nothing has been communicated to the Town as to the final resolution. Ms. Southward noted that last week she was told that the developer was waiting on water and sewer approvals by the county.

#### **COMMITTEE REPORTS:**

**Calabash Fire Department:** Commissioner Walton stated that he was very busy with the Fire Department. He had attended safety classes and he inspected the facility and noted that they are quite up to date with their materials and gear. He attended an in depth orientation presented by Chief Bork and he wrote a report. **Commissioner Walton’s report was as follows:** “The Calabash Fire Department covers 29.9 square miles; Calabash, Carolina Shores and Brunswick County. The department provides mutual aid to Sunset Beach, Grissettown, Waccamaw, Ocean Isle Beach, Horry County, and whoever requests assistance. Firehouse #1 on Persimmon Road was built in 1973, which makes it 39 years old. It has no accommodations for paid firefighters. It has been through many renovations and does not meet OSHA standards. If winds reach 50 miles per hour or more it has to be evacuated. At the present time the fire department is in the midst of purchasing the property on the corner of Persimmon Road and Thomasboro Road in order to build a new fire station which will stand

a minimum of 135 mile an hour winds and which would serve as a shelter to the town's people and others in the event of a bad storm. It would also double as an emergency operation center. The CFD has forty-five members; twenty-five of which are active. There are three fulltime fire fighters on three different shifts plus one part-time employee 24 hours a day, 365 days a year. A rookie firefighter starts at \$26,000 a year. To equip a firefighter just to ride on a truck costs approximately \$2175. For him to go into the fire, it is an additional \$5250. The total cost of this man in the building is \$7425 and that is only one firefighter. Sixty-five percent of the budget is spent on salaries. All personnel have Firefighter II or Emergency Medical Training, certified. In order to keep these qualifications it is mandatory to have three hours of training on Monday evenings, the public is welcome. And each firefighter has to have three days a month of emergency medical training. Each shift has to have one hour daily training or more. Brunswick County is the last county in North Carolina on the fire fee system. Fire fees are based on square footage, heated areas, house only. At this time we are at maximum fire fees receivable from Brunswick County, which is approximately \$970,700. As the cost of fuel increases, licenses, permits, utilities, insurance, telephone, cable, internet, maintenance and repair, annual physicals, cleaning supplies, and various other expenses keep rising. It has been discussed on the Board of the Fire Department for some time to become a municipal fire department under the Town of Calabash. Two, to become the municipal fire department under the Town of Carolina Shores. Three, to become a municipal department under both the Town of Carolina Shores and the Town of Calabash or to become a county fire department. Five, remain the same as a not for profit corporation. Six, become a fire district. The fire department has applied for a grant for a new pumper. The cost of a new pumper ranges from \$325,000 to \$500,000. A new aerial ladder ranges from \$750,000 to \$1,500,000. Our piece 1272 is 13 years old. Calabash is the second busiest fire department in Brunswick County with 1422 calls this past year. Calabash Fire Department Incorporated has the best rating that can be granted by the Fire Underwriters and this keeps your insurance rates down. If it were to go up by only two points it would raise your insurance by \$200 per year. And as you can see this more than covers your fire fees. Things have changed over the years most of you know. We are more or less a retirement town. We don't have a canvas bucket and a water line any longer and a far cry from the steam engines and the horses and being horse drawn. The cost to modify our fire stations is quite expensive and due to the fact that we are more or less a retirement town and not too many children are willing to volunteer, we are starting to be more like a paid department. If it weren't for the fire fees and the money that is given by the ABC Board the generous donations by the citizens, our fire department could not exist. The department is a non-profit corporation and being so, heaven forbid, if it were to disband tomorrow all the assets would have to be donated to a non-profit organization and that is the law. Being a professional retired firefighter I know, I have been there, I have done that. I have had my life pass in front of me a couple of times in my career. It is a dangerous job. So help a fireman or firewoman every chance you can get. Tell them thanks. Keep up the good work and thanks for keeping our rates low."

**FINANCE:** Commissioner DiStasio reported that the Certificate of Deposit (CD) that had matured in January had been closed out and following a Special Meeting of the Board, it was determined to move the funds to a money market account. If the funds are needed, the money can be withdrawn without penalty and when the interest rates go up, the Town can get another CD if they so choose. She passed out to Board members a sheet showing line items and total expenses in the General Fund and what was spent in January in other accounts. This is something she plans to do every month.

**TOWN MERCHANTS:** Commissioner Nance stated that he had attended a regular scheduled meeting and one of the topics discussed was advertising options. Mayor Knight said she heard that

Commissioner Nance had written a very nice letter to the Merchant's Association (MA). She has passed along a newspaper article that might be of interest to the MA.

**COMMUNITY SERVICE:** Commissioner Buccilli stated that during the course of their February meeting members discussed such events as a duck drop in the river as a fund raiser followed by a Calabash River clean up day and there will be an Easter Egg Hunt in April. Their next meeting is in March.

**STORMWATER:** Commissioner Walton stated that quite a bit of work had been accomplished on Riverview by McLamb Construction Company and he detailed their progress.

**SAFETY COMMITTEE:** Commissioner Walton stated that he had attended a Safety Meeting at the Calabash Fire Department concerning, among other topics, a Community Watch. He noted that individuals can get three, free credit reports annually. It was recommended that every four months such a report be done. There is no cost. The number provided was 1-877-322-8228. A number was given so scams can be avoided (1-888-382-1222). There is a Citizens Patrol which involves a car that resembles a police car, without blue lights. Citizens are not empowered to arrest anyone but the program acts as a deterrent. While there are 125 volunteers throughout the county, more volunteers are sought. He stated that if someone is planning to be away from their house, by notifying the Sheriff's Department, an officer will be sent to check on doors. This is a free service. Free inspections of your house will be conducted to check exterior landscaping that could identify ways to make break-ins more difficult and therefore deter break-ins. Wrist bands, with a tracking device, can be applied for (also free) for individuals with dementia to assist in the event someone wanders away. He told of a recent local event where a man with dementia who wandered away with his wife's car was found in mere minutes several miles away.

**PERSONNEL COMMITTEE:** Commissioner Melahn stated that committee members had been working hard to hire two new Town Service employees. She complimented Sid Silvers for all the work he has accomplished on the interior renovations and she acknowledged the volunteer efforts of Stanley Dills and Jim McCartney for installing the carpet in the new second floor office space.

**LONG RANGE PLANNING:** Mr. Nance stated that he was getting estimates for street paving. At the next meeting of the LRP, they will discuss street paving and potential items for inclusion in the 2012-2013 budget. He noted that Mr. Scott Stewart was working on the bathrooms and storage areas at the community park.

**PUBLIC COMMENTS #2:** None were forthcoming.

#### **OLD BUSINESS:**

1. **Discussion/Action** to consider approving the proposed Budget Amendment to appropriate and transfer funds from the Stormwater Fund (Fund 71) to the General Fund to pay for the drainage improvements currently under construction on Riverview Drive.

*Commissioner Buccilli motioned to approve the proposed Budget Amendment to appropriate and transfer funds from the Stormwater Fund to the General Fund; seconded by Commissioner Walton and unanimously carried.*

2. **Discussion/Action** to consider amending the Budget Workshop Schedule.

*Commissioner Buccilli motioned to amend the time of the Budget Schedule meetings from 6:00 p.m. to 3:00 p.m. and seconded by Commissioner Walton. Mayor Knight called for discussion. Commissioner Melahn noted that as a result of holding the February 13, 2012 Budget Meeting at 6:00 p.m., two town employees had to be paid overtime in order to attend the meeting. She noted that she would rather the meetings be held during business hours to save money on overtime. Commissioners Buccilli and Walton agreed with Commissioner Melahn. Commissioner Walton added that with the advent of Earth Hour, changing the time helps the environment by saving electricity. Following discussion a vote was taken and the motion passed by a vote of four (4) to one (1) with Commissioner Nance voting against the motion.*

**PUBLIC COMMENTS:** None were forthcoming.

**NEW BUSINESS:**

1. **Discussion/Action** to consider approving a tax release of \$1,521.13 for property determined to be “exempt” by Brunswick County Tax Department.

Commissioner Melahn started to make a motion and then she noted that she had checked into the Fore Christ Ministries as they had been paying taxes for the past six years and she wondered what had occurred that things had changed. She spoke with the County Tax Administrator and was told they are 501C-3 and they were given an exemption.

*Commissioner Melahn motioned to approve a tax release of \$1,521.13 for property determined to be “exempt” by the Brunswick County Tax Department; seconded by Commissioner Walton and unanimously carried.*

2. **Discussion/Action** to consider approving a Resolution in support of Earth Hour in Brunswick County.

Commissioner Buccilli suggested that there be candles and participants can circle Town Hall. Lights can be turned off to save electricity and participants can be asked for their suggestions to support the event.

*Commissioner Buccilli motioned to approve the Resolution in Support of Earth Hour in Brunswick County; seconded by Commissioner Melahn and unanimously carried.*

Mayor Knight stated that the Town’s celebration of Earth Hour is Saturday, March 31, 2012 from 8:30 p.m. to 9:30 p.m.

3. **Discussion/Action** to consider approving a contract for audit services with S. Preston Douglas and Associates.

*Commissioner DiStasio motioned to table the discussion until a meeting can be scheduled with S. Preston Douglas auditors as in her role as finance officer, she had questions and seconded by Commissioner Melahn. Commissioner Nance asked for discussion before the motion was voted on. Upon a question posed by Commissioner Nance, Ms. Southward stated that the Town had been using*

S. Preston Douglas auditors since approximately 2000. Commissioner Nance noted that some towns do switch from one to another to insure that the audit is above board. He suggested that Board members might want to consider other auditors before signing another contract with S. Preston Douglas. Commissioner DiStasio stated that that was the reason she included in her motion that the issue for tabled until a meeting could be arranged. Commissioner Nance stated that it might be good “to mix it up once in a while.” Commissioner Nance opined that Commissioner DiStasio could arrange to meet with the current auditors as well as look into services of other auditing companies. Mr. Nance stated that staff could develop a request for proposals before the next meeting. Commissioner Nance started to make a motion when Ms. Southward noted that a motion, with a second, had already been made. *Commissioner DiStasio rescinded her motion but noted that she still wanted to meet with the current auditors.* Commissioner Nance suggested that such a meeting wasn’t necessary unless there was consensus to sign a contract with S. Preston Douglas and Associates. Commissioner DiStasio stated that she still wanted to meet with the current auditors first as she wanted answers to her questions. In that case, Commissioner Nance suggested she move forward with her motion. *Commissioner DiStasio motioned to table the issue and set a meeting with S. Preston Douglas and in the meantime requests for proposals could be sought from other auditors; seconded by Commissioner Walton and unanimously carried.*

4. **Discussion/Action** regarding UDO clerical amendments to Articles 10 and 12 as recommended by the Planning and Zoning Board-determine a date to schedule a public hearing.

Ms. Southward stated that the amendments were minimal such as references to wrong sections or sections that were repealed and she suggested that they wait to hold a Public Hearing until a Public Hearing is scheduled for an issue with more in depth content. *Commissioner DiStasio motioned to table the scheduling of a Public Hearing until such time as the Planning and Zoning Board had more amendments to the UDO; seconded by Commissioner Melahn and unanimously carried.*

5. **Discussion/Action** regarding consulting proposal for maintenance of the Town’s website (\$35/hour) along with other options.

*Commissioner Buccilli motioned to table the discussion and wait until other options become available.* Commissioner DiStasio stated that while she agreed she wanted to discuss the issue. She noted that at one time Commissioner Nance offered to maintain the website and was turned down. Commissioner Nance noted that he maintained the Town’s website for free for many years for free. Commissioner DiStasio noted that maintenance of the website then occurred in-house. She stated that if the Town would pay for maintenance services, requests for proposals (RFP’s) had to be sought but that as far as the ordinance goes, the General Code that has to be retyped into a format and she was willing to volunteer to accomplish that. Then the ordinance can be published in house, with corrections being made all the time and without sending it out and spending money on it. As far as re-codification, Commissioner DiStasio stated that if only the format is being changed, and not the words, recodification is not needed. She noted that Ms. Southward can make amendment changes by knowing the statutes. Ms. Southward stated that the topic of recodification was the next New Business item for discussion. Commissioner Walton stated that Brunswick County staff encouraged residents, and such groups of people as scouts and retirees be informed of the Town’s need for website maintenance and other projects, there would be individuals who would be interested in volunteering to help. He then thanked Mr. John Melahn for his efforts, time and money that he expended on maintaining the website for the Town. He also thanked Commissioner Nance as well for his years of up-keeping the website. He stated that he felt that the county wants the Town to use volunteers as much as possible and keep

residents informed of what is happening in town. Commissioner Nance stated that while what Mr. Melahn is proposing is well and good, he stated that the service should either be sent out for bids or the Town should look into other people getting involved. As for Mr. Melahn's current proposal, he feels it is a little open-ended that language like "not to exceed a certain amount" should be included if his proposal should be considered among other proposals. Commissioner Nance noted that Commissioner Melahn would have to be excused from voting if Mr. Melahn's (her husband's) proposal is considered; something that she, staff and other board members were already aware of. Mayor Knight asked the Clerk if there was a motion on the table. Ms. Southward said that there was a motion to table Item #5 of New Business but a second had not yet been submitted. *Commissioner DiStasio seconded the motion.* Commissioner Nance stated that tabling the topic doesn't get anything done. He suggested that the motion be rescinded and a new motion to include a direction to staff to investigate other avenues. *Commissioner Buccilli rescinded her motion to table the matter. Commissioner DiStasio made a motion directing staff look into seeking volunteers or putting it out to bid; seconded by Commissioner Walton and unanimously carried.*

6. **Discussion/Action** regarding consulting costs to confer with re-codification of the General Code of Ordinances with the Policies and Procedures Committee – proposed \$35/hour.

*Commissioner Nance motioned to table this matter until staff has looked into volunteers to maintain the website; seconded by Commissioner Buccilli and unanimously carried.*

7. **Discussion/Action** to consider allowing the NC Baptist Men Disaster Relief Team to store their disaster relief trailer at the Town's Maintenance Building.

Mr. Nance asked for clarification regarding whether the trailer would be stored inside the maintenance building or outside. The answer was outside. *Commissioner Melahn motioned to allow the NC Baptist Men Disaster Relief Team to store their disaster relief trailer outside the Town's Maintenance Building and seconded by Commissioner Walton.* Discussion followed with Commissioner Nance stating that he wanted to see some type of signed liability statement signed so that the Town was not held accountable for any theft or vandalism and that a process be set up so that the team has access to the maintenance yard. Mr. Lewis noted that this was a good idea. Ms. Southward noted that she had spoken with Pastor Tom Gore and that the relief services they provide are free and they have been helpful in our area as well. They do not have a permanent location for their church so they are concerned that the trailer could be stolen. While the Town's yard is not completely fenced in it is gated and would offer some protection against theft or vandalism. She stated that it is a covered trailer loaded with equipment. Commissioner Nance stated that the Board could make a motion, allowing the trailer to be located at the maintenance yard, pending the signing of an agreement written by Mr. Lewis relieving the Town of all liabilities.

Following discussion, *Commissioner Melahn amended her motion to approve the storage of the NC Baptist Men Disaster Relief Team trailer outside at the Town's Maintenance Building pending the signing of a liability agreement; the amended motion was seconded by Commissioner Walton and unanimously carried.*

8. **Discussion/Action** to order the Tax Collector to advertise delinquent taxes in the April 12, 2012 issue of the Brunswick Beacon.

*Commissioner DiStasio motioned to order the Tax Collector to advertise delinquent taxes in the April 12, 2012 issue of the Brunswick Beacon; seconded by Commissioner Buccilli and unanimously carried.*

**CLOSED SESSION:**

1. Pursuant to G.S. 143-318.11 (a)(3) Legal Matters – to consult with the Town Attorney
2. Pursuant to G.S. 143-318.11 (a)(6) Personnel Matters

*Commissioner DiStasio motioned to enter into closed session pursuant to G.S. 143-318.11 (a)(3), Legal Matters and G.S. 143-318.11 (a)(6) Personnel matters with a second from Commissioner Melahn.*

Commissioner Nance asked for discussion. He asked Mr. Lewis if there was any part of the first closed session, consulting with the Town Attorney for legal matters, that could be discussed in open session. He noted that any part that could be discussed in open session they were bound by law to do so. He asked Mr. Lewis to review the material to determine if any part of the issue could be discussed in open session. Ms. Southward stated that the process was that they state what legal matter they were going to discuss. She noted that they could state that the Board and the Town Attorney were looking to update recent litigation that Mr. Lewis was asked to pursue against Stanaland-Stewart Company LLC, Mr. Vaughn Stanaland and Mr. Scott Stewart. Mr. Lewis stated that he did not think there was an issue with discussing the topic in open session. Commissioner Nance noted that with the pronouncement by Ms. Southward of the names involved with the litigation, the Board had met the open meeting laws.

*Commissioner DiStasio rescinded her motion to enter into Closed Session and Commissioner Melahn rescinded her second.*

Mr. Lewis noted that the lawsuit was filed on January 27, 2012. Documents were sent by certified mail to Mr. Stewart, Mr. Stanaland and to a corporation in Raleigh that was the court processing agent for the Stanaland Stewart LLC. The certified letters were signed for, signifying that they had been received by all parties. He explained that the way lawsuits work that the person served has thirty days from the time they are served to file a motion with automatic thirty day extensions. He stated that he would report back when he had received a response.

*Commissioner Nance motioned to enter into Closed Session pursuant to G.S. 143-318.11 (a)(6) personnel Matters; seconded by Commissioner Melahn and unanimously carried.*

**BOARD DISCUSSION/ACTION:**

Upon returning to Sanborn Hall, *Commissioner DiStasio moved that the Board re-enter Regular Session; seconded by Commissioner Melahn and unanimously carried.*

*Commissioner DiStasio motioned to hire Mr. Todd Kresken and Mr. Wallace Horne as Town Service Technicians-I based on the contingency that their background checks and drug tests results are approved; seconded by Commissioner Melahn and unanimously carried.*

*Commissioner Buccilli motioned to approve a 3.5% raise for Sidney Silvers and seconded by Commissioner Melahn. Commissioner Walton asked for discussion and stated that Sid Silvers had*

done an excellent job the three years he has been employed by the Town and saved the Town a lot of money with the cost of the interior Town Hall renovations. He said that to date, Mr. Silvers has saved the Town \$3,289 on the renovations. He said that Mr. Silvers has done a beautiful and professional job; he has even come in on weekends to get the job done. He stated that in his opinion that the Board should give him a bonus of \$1000 as he devoted so much time to the Town, has worked very hard at everything that he has done in his employment with the Town and as he will be leaving in two weeks, would realize little of the raise he had been given. Since he is leaving in two weeks, Mr. Silvers will receive very little from the raise of 3.5%; Commissioner Walton feels the \$1,000 is fitting.

*Commissioner Walton motioned to approve a \$1000 bonus for Sid Silvers which was seconded by Commissioner DiStasio.* Discussion continued with Commissioner Nance stated that while he did not have a problem with the bonus, he did not like the action being taken so late in the meeting. The issue was not included on the agenda and there was no time to think about the issue. He felt that the issue should have been discussed earlier in the meeting when there were people in the audience. Commissioner Nance said it's almost like the Board is doing something on the "slide" and he does not feel good about it.

*Ms. Southward reminded the Board that the first motion to approve Sid Silver's 3.5% had not yet been voted on. After calling for a vote, the motion was unanimously carried.*

*Commissioner Walton motioned to approve a \$1000 bonus for Sid Silvers, there is nothing underhanded about it as he sees it, if it's put out to the public on the bulletin board or what have you about the work Mr. Silvers has done and how much money he has saved the town, Commissioner Walton sees nothing at all wrong with it as a one-time deal, as Sid Silvers is leaving in two weeks and as a gesture to demonstrate appreciation for the good work he has done; seconded by Commissioner Buccilli.* Commissioner DiStasio said it is not the Board's fault that the public left. Ms. Southward noted that the Board is in open session and this portion of the meeting is and will be available to the public via transcribed minutes and audio recording. Commissioner Melahn said Mr. Silvers has done a beautiful job and she wishes he was here now because he'd die of embarrassment. *The Board voted on the motion, which carried by a vote of four (4) to one (1) with Commissioner Nance voting "no".*

**BOARD COMMENTS:** Commissioner DiStasio read for the Board the definition of what a liaison is and does; she gave everyone a copy of the definition which is attached hereto and made a part of these minutes.

#### **ADJOURNMENT:**

Commissioner DiStasio motioned to adjourn; seconded by Commissioner Buccilli and unanimously carried at 7:45 p.m.

(SEAL)

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Mary Louise Knight, Mayor

Attest:

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Kelley Southward, Town Clerk