

**BOONSBORO MAYOR AND COUNCIL
REGULAR MEETING MINUTES
TUESDAY, OCTOBER 3, 2017**

The Mayor and Council of Boonsboro held their Regular Meeting on Tuesday, October 3, 2017 in the Meeting Chambers of the Charles F. 'Skip' Kauffman Building. In attendance were Mayor Howard Long, Assistant Mayor Cynthia Kauffman, Council Members Janeen Solberg, Brigitte Schmidt, Rick Byrd, Marilee Kerns and Terry Davis. Also present were Town Manager Clark, Police Sergeant Kevin Morgan and Town Attorney William Wantz. The meeting convened at 7:00 PM with the pledge and the invocation offered by Mayor Long.

APPROVAL OF OCTOBER 2017 REGULAR MEETING AGENDA

Mayor Long requested the approval of the October 2017 Regular Meeting Agenda. Motion by Member Solberg, second by Member Kauffman to approve the October 2017 Regular Meeting Agenda, and motion carried.

REVIEW AND APPROVAL OF JULY, AUGUST and SEPTEMBER 2017 MEETING MINUTES and REPORTS

- Motion by Assistant Mayor Kauffman, second by Council Member Davis to approve the July 3, 2017 Regular Meeting, and the July 31, 2017 Workshop Meeting Minutes. Motion carried 5-0 with Council Member Kerns abstaining.
- Motion by Assistant Mayor Kauffman, second by Council Member Solberg to approve the August 7, 2017 Regular Meeting and the August 21, 2017 Workshop Meeting Minutes. Council Member Byrd stated the minutes showed a roll-call vote for the Budget Ordinance prior to his amendment to consider the debt payment and there was not a roll call vote prior to the amendment, and he proposed to have it removed from the minutes. Motion by Assistant Mayor Kauffman, second by Council Member Solberg to approve the minutes with the proposed amendment. Motion carried unanimously.
- Motion by Council Member Solberg, second by Assistant Mayor Kauffman to approve the September 5, 2017 Regular Meeting, the September 18, 2017 Public Hearing Minutes, and the September 18, 2017 Workshop Meeting Minutes. Motion carried 5-0, with Council Member Kerns abstaining.
- Motion by Assistant Mayor Kauffman, second by Council Member Schmidt to approve the September 2017 Treasurers report. Motion carried 5-1 with Council Member Kerns opposing.
- Motion by Assistant Mayor Kauffman, second by Council Member Schmidt to approve the September 2017 Bills to be Paid Report. Motion carried 5-1 with Council Member Kerns opposing.

CITIZENS COMMENTS

- Ernie Harr, 113 Grove Lane, stated he felt the Park Facility Fees should not be increased as the percentages of the increases seemed high and felt in-town residents should not have to pay for the facilities. He noted park facilities was the type of category the Budget Task Force would be looking into for topics such as revenue recovery, in town/out of town, soliciting input, etc.
- Tony Nalley, 110 David Drive, stated the Public Safety Commission has been working on the recommendations to the streets for quite some time. He noted only business owners showed up to the Public Hearing and felt that it is not the responsibility of the business owners to instruct people where to park. He stated public parking is available at numerous places other than on – street, the traffic situation in town is an obvious concern, and the PSC came up with a fair recommendation to the Council.
- Rick Weaver, 8 Knode Circle, expressed concerns about how town vehicles are operated, asked about random drug testing for Town employees, and asked the Mayor why he was not considered for the Budget Task Force.
- Terri Hollingshead, 107 South Main Street, stated the PSC has spent over 4 years working on the traffic recommendations; the meeting SHA held regarding the traffic study and recommendation was well attended by property owners; and she request recusal of anyone with a business relationship when the vote occurs.
- Kathy Vesely, 101 Redfern Place, stated she is the Assistant Manager of the Farmer's Market and she would like to invite everyone to the last market for the season. She stated it has been a great season, especially with the new partnership with the schools and she hopes to see everyone there.
- Michael Guernieri, 418 North Main Street, stated he moved to Town 7 years ago and not knowing the history of the water/sewer, he read the meeting minutes of the Utilities Commission and most recently the FAQ sheet regarding the BMUC budget and he feels the rate increase is the right thing to do.

- Bill Robinson, 220 Monument Drive, stated since the new connection has been made to existing Monument Drive near Young Avenue, Sycamore Run has seen an increase in cut-through traffic and speeding cars and he feels the solution is to alleviate the traffic on Main Street.
- Skip Kauffman, 416 N Main Street, thanked the Mayor and Council for the Main Street public hearing held last month which gave the citizens their chance to have input on the traffic recommendations. He stated the Council should act as one and do what is best for the Town of Boonsboro.
- Marilee Kerns, 5 Stouffer, stated she would like to express her concern about the budget, she voted for an annual budget not an interim budget as the Town attorney has stated and there was ample time to place the budget back on the agenda. She stated instead it appeared on the agenda with only some members being informed, and it appeared some members were coached to show the budget as an administrative act and the focus should be on a solution.

MAYOR AND COUNCIL MEMBER CORRESPONDENCE

- Council Member Byrd thanked Kathy Vesely for helping with the Farmer's Market and stated he attended with the schools and thought it was a wonderful event.
- Council Member Solberg stated Bulk Clean Up is scheduled from 8 until noon on Saturday, 2 TVs per family will be accepted and paper shredding is not offered during the event but will be at Green Fest.
- Assistant Mayor Kauffman stated she too appreciated having a Farmer's Market in town.
- Council Member Schmidt stated the annual Transportation Tour with MDOT is scheduled for 10am on October 5th and the Environmental Commission will be having a guest presentation from Brent Walls representing the Upper Potomac Riverkeepers organization to talk about the potential fracking and pipeline proposed to go underneath the Potomac River.
- Council Member Kerns stated she shared her concerns previously under citizen comments.
- Council Member Davis read the following statement on behalf of the BMUC:
 - The General, Water, and Sewer Fund budgets were approved and adopted by the Mayor and Council on August 7, 2017 and all three budgets have balanced revenue and expenditure estimate plans. The BMUC is responsible for preparing and executing the Water and Sewer Fund budgets. The Water and Sewer Fund budgets are covered and governed by different provisions in the Charter than the General Fund budget. In accordance with the Charter, the Water and Sewer Fund budgets are a plan for the coming year which contains estimates of anticipated revenues and proposed expenditures. The BMUC has historically implemented these budgets by continually monitoring revenues and expenditures to have a balanced budget at the end of each fiscal year. The BMUC Chairperson and Members are actively and accurately monitoring revenues and expenditures, being careful to maintain a financial position to remain operations in a balanced budget at the end of the fiscal year. This is not a new procedure and is the basis for all budgets since they are developed using the best information available but, because circumstances can and do change, those estimates are never reflective of the actuals that are the reality. Hence the need and practice of monitoring and adjusting to maintain the balance. As stated in the Charter that is the authorized responsibility of the BMUC. Specifically, to prepare the budgets for and then maintain, supervise, and operate the water and sewer facilities of the Town of Boonsboro.
- Mayor Long thanked the 225 Anniversary Committee, Historical Society, and the Barbara Ingram School for the Arts for the Heck Brothers performance, as well as the 2.25 Run/Walk event, which were both well attended.
- Mayor Long also stated with the resignation of Eric Kitchen, he is appointing Ernie Harr as chairperson of the Budget Task Force.

Police Department Report – Sergeant Morgan. The Police Department received 204 calls for service, which included 111 motor vehicle violator contacts for the month of September 2017. There were 4 adult criminal arrests, 0 adult traffic arrests, 0 juvenile arrests and 0 juvenile traffic arrests. Stated that the Department collected 9.3 pounds of prescription drugs through the Drug Turn-In Program for the month of September 2017.

UNFINISHED BUSINESS

Referendum- Request for Attorney General Opinion: Mayor Long stated that he had requested for Attorney Wantz to review the Petition requested for Referendum and had provided Attorney Wantz's opinion and letter to the Attorney General for the Council to review. As the letter indicates, the Town is requesting for the Attorney General to decide whether the request for referendum precludes the Town from applying the utility rates and whether the referendum petition is required to be placed on the ballot. The Council discussed the letter and opinion of the Town attorney that the establishment of rates and budget is an administrative act that is not subject to referendum. Council Member Kerns asked why fight against the citizens, stated the argument of administrative verses legislative is not in the Charter, asked if there is another position, and asked what risks

there are to the Town for requesting an opinion. Attorney Wantz stated there are no cases that support having a referendum on rates and the Attorney General can provide an opinion, it is not a risk to the Town. He stated he could not support a contrary position that would allow a referendum based on the research he has completed that shows budgets and rate changes are not subject to referendum. Motion by Council Member Solberg, second by Assistant Member Kauffman to send the correspondence requesting the Attorney's General's opinion with the amended August meeting minutes.

Mayor Long called for a Roll-Call Vote:

- o Council Member Byrd – *no*
- o Council Member Solberg - *yes*
- o Assistant Mayor Kauffman - *yes*
- o Council Member Schmidt – *yes*
- o Council Member Kerns - *no*
- o Council Member Davis - *yes*

Motion carried 4-2.

Fiscal Year 2018 Capital Improvement Projects (CIP) Vehicle Purchase: Town Manager Clark reviewed that the Fiscal Year 2018 CIP Budget includes the shared expense of \$52,500 (\$17,500 per Fund) for the replacement of the 2004 Ford F-350 Public Works truck. She stated that staff is requesting to move forward with the purchase of the new truck due to the major repairs that are needed to the current vehicle which are estimated to cost approximately \$18,000. She further stated that a 2017 Ford F-350 diesel engine truck with a utility body, lift gate, 4WD and Boss V-Plow will cost approximately \$47,700 utilizing the Blanket Purchase Order for the State of Maryland, noting that Hagerstown Ford has provided a quote that closely mirrors the State pricing with the preferred Fisher V-Plow for \$48,481. Public Works Superintendent stated the current truck has 118,000 miles and needs a new transmission, thus the reason for the request to replace the truck. Council Member Kerns presented a proposal to purchase the vehicle using General Fund monies only. Motion by Member Kerns, second by Member Byrd to purchase the Ford F-350 vehicle as quoted from Hagerstown Ford using fund from the General Fund only from savings from the BRF Grant and eliminating the code enforcement officer position.

Mayor Long called for a Roll-Call Vote:

- o Council Member Byrd – *yes*
- o Council Member Solberg - *no*
- o Assistant Mayor Kauffman - *no*
- o Council Member Schmidt – *yes*
- o Council Member Kerns - *yes*
- o Council Member Davis - *no*

Mayor Long cast the tie breaking dissenting vote, and the motion was not approved.

Motion by Council Member Schmidt, second by Assistant Mayor Kauffman to allow staff to determine the funding for the money and purchase the proposed vehicle as presented.

Mayor Long called for a Roll-Call Vote:

- o Council Member Byrd – *yes*
- o Council Member Solberg - *yes*
- o Assistant Mayor Kauffman - *yes*
- o Council Member Schmidt – *yes*
- o Council Member Kerns - *yes*
- o Council Member Davis - *yes*

Motion carried unanimously.

Recommendation to Accept State Highway Administration (SHA) Main Street Speed Changes: Town Manager Clark, on behalf of the recommendation from the Public Safety Commission, presented the request to move forward with the State Highway Administration (SHA) Main Street recommendations to remove four (4) parking spaces along the westbound side of South Main Street for the installation of a 100 foot left turn lane for the Main Street left turn movement with an exclusive left turn phase; and to remove three (3) parking spaces on the south side of the east leg of the intersection of Shafer Park Drive and North Main Street. Council Member Schmidt suggested the two recommendations be considered separately. Council Member Schmidt motioned to keep 2 parking spaces as is and dedicate the third space closest to the intersection of Shafer Park Drive and Main Street as a handicapped space. Assistant Mayor Kauffman seconded the motion. Council Member Byrd stated he had heard comments from the public and he felt it is a safety concern at that intersection and he agreed with State

Highway's recommendation to remove the three parking spaces. Council Member Solberg stated she felt Council Member Schmidt's proposal was a good compromise.

Mayor Long called for a **Roll-Call Vote**:

- o Council Member Byrd – No
- o Council Member Solberg - Yes
- o Assistant Mayor Kauffman - Yes
- o Council Member Schmidt - Yes
- o Council Member Kerns - Abstain
- o Council Member Davis - Yes

Motion carried 4-1.

The Council discussed the recommendation to install a dedicated left turn lane in the Town square. Council Member Kauffman made a **motion** to reject the recommendation to install the left turn lane and remove 4 parking spaces from the downtown area based on the comments she heard during the public hearing. Council Member Solberg seconded the motion. Council Member Byrd stated he felt the public hearing was biased as only adjacent property owners were notified of the hearing and he felt the Town should adopt the recommendation of the PSC and SHA. Council Member Kerns stated it is a hard decision and the by-pass is needed to alleviate the traffic. Council Member Solberg stated while it seems like an easy fix to remove parking and add the arrow, the comments received during the public hearing made a lot of sense and will impact those that are committed to Boonsboro rather than the commuters that are passing through.

Mayor Long called for a **Roll-Call Vote**:

- o Council Member Byrd – No
- o Council Member Solberg - Yes
- o Assistant Mayor Kauffman - Yes
- o Council Member Schmidt - No
- o Council Member Kerns - No
- o Council Member Davis - Yes

Mayor Long cast the tie breaking approving vote, and the motion was approved.

NEW BUSINESS

SHA Salt Agreement: Town Manager Clark stated the Town has received the annual Salt and Aggregate Utilization Agreement from the State Highway Administration to be able to purchase salt from the SHA for a 3-years term period beginning September 1, 2017 through August 31, 2020. She stated the cost is \$90.16 per ton with 8.2% charged for overhead. Town Manager Clark stated the Town recently purchased its own salt for the upcoming season, but that she is still recommending the Town approve the Agreement; should an emergency occur. **Motion** by Council Member Kerns, second by Assistant Mayor Kauffman to approve the SHA Salt Agreement. **Motion** carried unanimously.

Park Facility Fees: Town Manager Clark reviewed the Park Board recommendation to increase rates for park facility rentals and the Council consensus from the Workshop to increase rates as follows: for Town residents, fees are \$45 for the Gazebo and small pavilions (4, 5 and 6) and \$50 for the larger ones (1, 2 and 3) and the Community Center rental fee is \$75, plus a key/cleaning deposit of \$50, which will be refunded to the renter. Out of Town residents would be charged an additional \$10 for each rental. The fees would be effective January 1, 2018. **Motion** by Council Member Schmidt to approve the rate increase for park facilities effective January 1, provided the Budget Task Force will review the changes. Assistant Mayor Kauffman seconded the motion. **Motion** carried unanimously.

Request for Proposals; Fiscal Year 2018 Snowplowing Services: Town Manager Clark stated that staff is requesting approval to advertise the Request for Proposals for additional snowplowing and sidewalk clearing for the 2017-2018 winter season on an as needed basis. **Motion** by Assistant Mayor Kauffman, second by Council Member Schmidt to approve to advertise the Request to Bid the Snowplowing Contract for the 2017-2018, and motion carried unanimously.

COMMISSION REPORTS

Public Safety Commission – R. Byrd. Meeting held on September 21, 2017. Discussions included the positive feedback on the Speed Trailer, an update on the status of the Maryland State Highway Administration Report recommendations and Public Hearing, the recommendation to consider making Center Street 1-way from the Municipal parking lot to St. Paul Street and safety concerns from Potomac Street through Park Drive.

Park Board – M. Kerns. Meeting held on September 27, 2017. Discussions included the recommendation to replant three trees where the Sycamore tree was removed in Shafer Park, the new fees for Pavilion and Community Center rentals in 2018, the approval in purchase a handicap accessible water fountain and low-flow urinals for the Park with the remaining \$4,468 from CPP Grant, and plans for the upcoming Olde Tyme Christmas event on December 1, 2017

Utilities Commission – T. Davis. Meeting held on September 27, 2017. Discussions included the Town's Safety Program Review and Facilities walk-down inspections by the State of Maryland Department of Labor, Licensing and Regulations, the status update on the Sewer Line Replacement Project and the approval to move forward with a land survey by Fox and Associates, a review of the Fiscal Year 2018 Budgets, an update on the WWTP Discharge Permit, the Water and Waste Water Utility Fact Sheet Newsletter that will be mailed out with the October Utility billing, the resignation of Commission Member Eric Kitchen and his plans to remain on the BMUC until a replacement can be appointed, and an update from Mr. Dale Ford regarding his Special Exemption for the request for water service at the Ford Property on Old National Pike which was previously denied by the BMUC.

Planning Commission – J. Solberg. Meeting held on September 28, 2017. Discussions included temporary storage/shipping containers being used as accessory building on properties, the review of the Planning Commission By-Laws, the Open Meeting Act and Training Courses, and updates on the development of Battlefield Estates.

Economic Development Commission – C. Kauffman. The Networking Breakfast was held on September 15, 2017 at 7:30am at Vesta's Restaurant, with guest speaker Tiffany Ahalt from the Star Spangled Tours.

Environmental Commission – B. Schmidt. Meeting held on September 12, 2017. Discussions included achieving Sustainable Maryland Certification, farmer's market, electric vehicle charging stations, electing Kathy Vesely as chairperson and approving for Member Vesely to attend training.

Town Manager Report – M. Clark.

- Stated that the Dodge Durango bids are due on Tuesday, October 17 by 2:00pm
- Stated that Submitted the following required reports:
 - **Excise Tax Collection** – Collected \$39,588 for 15 residential units in Fiscal Year 2017 and retained \$11,654 which can be used for the Capital Costs of Public Works, improvements, and facilities required to accommodate new construction for development of:
 1. Roads;
 2. New construction or development of parks and recreational facilities;
 3. New construction or development of water and sewer infrastructure; and
 4. New construction or development of public safety facilities.
 - **Highway User Revenue** – Received \$116,603 for Fiscal Year 2017 and \$86,884 was used for maintenance of streets, leaving \$29,719 that will need to be used within 10 years specifically for street maintenance, debt for road construction, and/or establishing and/or maintaining trails
- Stated that the annual flushing of the fire hydrants will be occurring next week
- Stated that random drug testing of employees does occur and the Town is fortunate that we have not had any recent incidents worker's compensation premiums have been decreasing.
- Stated the Main Street speed changes are being reviewed by SHA's central office and hopefully will be implemented by the 1st of the year.

Motion by Council Member Schmidt, second by Council Member Byrd to close the Regular Meeting at 9:30 pm, and motion carried.

Respectfully submitted,

Kimberly A. Miller
Administrative Assistant

BOONSBORO MAYOR & COUNCIL
MONDAY, OCTOBER 30, 2017
WORKSHOP MEETING

The Mayor and Council held their Workshop Meeting on Monday, October 30, 2017 in the Meeting Chambers of the Charles F. 'Skip' Kauffman Building to set the Regular Session Agenda for Monday, November 6, 2017. Present were Mayor Howard Long, Assistant Mayor Cynthia Kauffman, Council Members Janeen Solberg, Brigitte Schmidt, Rick Bryd, Marilee Kerns and Terry Davis. Also present were Town Manager Megan Clark, Police Chief Charles Stanford and Administrative Assistant Kimberly Miller. The meeting convened at 7:00 PM.

USA Cycling Event: Dan Spedden, president of the Hagerstown-Washington County Convention and Visitors Bureau, and Joe Jefferson, Local Operations Director for the USA Cycling Event, presented the Mayor and Council with the plans to host the 2018 USA Cycling Amateur Road National Championships, which will be held in Washington County on July 26 through July 29, 2018. Mr. Spedden stated that the event location was narrowed down between Washington County and San Diego, and that the USA Cycling's decision to select Washington County was due, in part, to its central location in the mid-Atlantic and proximity to several of the largest registered 'junior' cyclists in the Country, including Baltimore, Washington, DC and New York. He further stated that the event will bring thousands of spectators and tourists to the area, and that they hope to hold an event expo in Shafer Park during the July 26 'time trails,' which will take place on MD Route 67. Mr. Jefferson stated that the majority of the cyclists will be between the ages of 11 to 23 years old. He explained the event to the Mayor and Council and answered their questions regarding the closing of MD Route 67 and the rerouting of traffic for that day. Mr. Spedden stated that he would like a representative from the Town to join the event committee and is also hoping that the Town will work with local businesses to help sponsor the event, which will raise tourism and bring revenue to Boonsboro. He stated that Mr. Jefferson and he will keep the Town up to date on the USA Cycling Event.

Request to Bid Snowplowing Contract: Town Manager Clark stated that the Request for Proposals for additional snowplowing and sidewalk clearing for the 2017-2018 winter season, designed to help relieve Town employees during large storm events, was advertised in The Herald-Mail Newspaper and the Town website, with proposals due by October 25, 2017. She stated that Custom Landscape Management submitted a bid for the same price as their Maintenance Agreement for the 2016-2017 winter season, at the rate of \$90 per hour for plowing and salt spreading, \$100 per hour for a skid loader, \$150 per hour for a backhoe, \$45 per hour for snow blowing and \$40 per hour for shoveling. She further stated that an additional bid was received from Botanica Enterprises at the rate of \$85 per hour for plowing and salt spreading, \$95 per hour for a skid loader, \$145 per hour for a backhoe, \$43 per hour for snow blowing and \$38 per hour for shoveling. Town Manager Clark stated that staff is recommending that the Town accepts the proposal from Botanical Enterprises this season.

Boonsboro Municipal Utilities Commission Recommendation; \$2 Million BRF Funding: Town Manager Clark stated that the BMUC, at their October 12, 2017 Meeting, unanimously approved the recommendation to the Mayor and Council to use the \$2 Million Bay Restoration Fund Grant Award to pay-off the existing Maryland Department of the Environment's Waste Water Treatment Plant Loan balance of \$1,533,672.57 and to use the remainder of the Grant, totaling \$466,327.43, to fund the annual payments of the \$5.3 million debt to the WWTP CDA Bond until all funds are exhausted. She stated that it required a 4-year effort from the Town and Debt Task Force to secure forgiveness of the MDE Loan under the Boonsboro Waste Water Treatment Hardship Request, and that the BMUC has based their recommendation on fact that the BRF Grant was secured under the request to forgive that specific loan. She further stated that based on the terms of the WWTP CDA Bond, it cannot be paid off early nor can advance payments be made for 9-years. Council Member Kerns asked why the 9-years terms of the WWTP CDA Bond was never revealed to the Council before its approval, noting that Council Member Byrd and she are both disheartened by this lack of information. She stated that the Town should never have approved a Bond with such a high percentage rate and that it was a huge mistake to increase the Town's debt by \$1.2 million. Council Member Byrd stated that paying off the MDE Loan does nothing to lower the Town's debt, noting that he and Council Member Kerns agree that it is fiscally irresponsible how this is being handled. Town Manager Clark stated that she does agree that it would make more sense to pay-off the loan with the higher interest rate, however the recently approved bond restricts any pre-payments for 9 years.

Shafer Park Tax Revenue: Town Manager Clark stated that the Town has a dedicated checking account for the New Park Revenue Fund which is used to primarily pay the Shafer Park Expansion loan with BB&T Bank. She stated that the balance in the checking account was \$10,829.85 as of September 30, 2017 and that there have been no transfers into that account from the Park Tax Revenue since Fiscal Year 2009. She further stated that after consulting with the Auditors, she is requesting to transfer \$10,084.90 to cover the Fiscal Year 2018 Interest Payments of the loan, noting that the transfer amount has been calculated based on figures from Fiscal Years 2014, 2015, 2016 and 2017. Council Member Kerns asked why there haven't been any transfer at all from the taxes over the past years, adding that she felt Fiscal Years 2010, 2011, 2012 and 2013 need to be added into the transfer calculations. Town Manager Clark stated she would look into the matter further.

Planning Commission Recommendation; Zoning Text Amendment: Town Manager Clark stated that the Planning Commission, at their October 24, 2017 Meeting, unanimously approved the recommendation to the Mayor and Council to approve a Zoning Text Amendment to address temporary portable storage containers. She stated that Ordinance 2017-03; *An Ordinance to Amend and Add Certain Provisions to the Zoning Ordinance to Allow for Storage Containers as Temporary Uses with Changes Relating to its Text* would require residents to obtain a Zoning Permit for \$80 to place a temporary container, such as an AC&T or PODS box, on their property for 30 days, which could be extended to 120 days. Council Member Kerns stated that she feels this will only create problems, that \$80 is too expensive and that the Planning Commission needs to further review the permit cost and consider hardship cases, such as home fires, where portable containers are a necessity. Mayor Long stated that the recommendation will be tabled until the Planning Commission can review the Mayor and Councils' comments and concerns.

2018 Town Event and Meeting Calendar: Town Manager Clark provided the Council with a draft copy of the 2018 Town Event and Meeting Calendar for their review and comments. Administrative Assistant Miller will prepare the final copy of the 2018 calendar for the Council for the November Regular Meeting.

Mayor Long stated that the Fiscal Year 2017 Audit will be presented by Smith, Elliott, Kearns and Company at the November Regular Meeting. Council Member Kerns stated that she had requested to be at the preliminary Audit presentation but never received a yes or no answer from the Mayor.

Council Member Kerns stated that she wants to make sure that there is a follow-up with the Debt payment to make sure that the Town is proceeding in accordance with the law.

Motion by Council Member Byrd, second by Council Member Solberg to close the Workshop Meeting at 8:00pm, and motion carried.

Respectfully submitted,

Kimberly A. Miller
Administrative Assistant

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