

**TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
August 13, 2018**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, August 13, 2018, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

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

STAFF PRESENT: Town Manger Teresa Piner, Special Assistant to the Manger-Town Clerk Sherry Scoggins, Town Attorney Jim Cauley, Finance Director Butch Kay, Planning Director David Bergmark, Police Chief Bill Carter, and Public Works Superintendent Brian Bray.

CALL TO ORDER:

Mayor Gray called the meeting to order at 7:03 p.m. and welcomed attendees.

PLEDGE OF ALLEGIANCE:

Police Chief Bill Carter led the Pledge of Allegiance.

INVOCATION:

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

1. ADJUSTMENT AND APPROVAL OF THE AGENDA:

ACTION

Mover: Commissioner Joyner moved to approve agenda with the adjustment of Item 3a being moved to Item 4a.

Vote: Unanimous

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

No one spoke during the Public Comment Period.

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 resolution for the 2019 Holiday Schedule.~~ Moved as Item 4a.
- b. Approval of resolution for the 2019 Board of Commissioners Regular Meeting Schedule.
- c. Approval of resolution removing Review Officers for the Town of Wendell.
- d. Certifying sufficiency *and* setting public hearing date for satellite annexation petition for 9.58 acres of property located at 1112 Edgemont Road and adjacent to Edgemont Landing; PIN Number 1775-70-5201.

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- e. Approval of the minutes from the June 11, 2018, regular Town Board meeting.
- f. Approval of the minutes from the June 14, 2018, special called Town Board meeting.
- g. Approval of the minutes from the June 19, 2018 special called Town Board meeting.
- h. Approval of the minutes from the June 25, 2018 regular Town Board meeting.
- i. Approval of the minutes from the June 28, 2018 special called Town Board meeting.
- j. Approval of the minutes from the July 9, 2018, regular Town Board meeting.
- k. Approval of the minutes from the July 11, 2018, special called Town Board meeting.
- l. Approval of the minutes from the July 13, 2018, special called Town Board meeting.
- m. Approval of the minutes from the July 15, 2018, special called Town Board meeting.
- n. Approval of the minutes from the July 23, 2018, regular Town Board meeting.
- o. Wake County Tax Report.

ACTION:

Mover: Commissioner Joyner moved to approve the consent agenda with the amendment of Item 3a moved to Item 4a.

Vote: Unanimous.

4. INTRODUCTION OF NEW TOWN OF WENDELL EMPLOYEE: PATROL OFFICER ANDREW CHASE BRITT
PRESENTER: Police Chief Bill Carter
ACTION: Presentation.

[Staff Report]

Item Summary:

Andrew Chase Britt, who goes by Chase, is from Lumberton, NC and moved to Wendell in September 2017. Chase is a graduate of Lumberton High School. Upon graduating high school, Chase worked in retail. As the son of a sheriff's deputy, Chase decided to enter the law enforcement profession. Chase enrolled in the Robeson Community College Basic Law Enforcement Training program and graduated in December 2014.

After completing the Basic Law Enforcement Training program, Chase immediately began his law enforcement career. Chase worked with the Lumberton Police Department for almost 2 years. Seeking better professional opportunities for himself and his wife, they chose to move to Wendell.

Chase was sworn in as a police officer with the Town of Wendell on July 5, 2018 and is currently in the Field Training Program.

Police Chief Bill Carter provided the introduction for Patrol Officer Andrew Chase Britt; staff report above in italics.

**4a. RESOLUTION FOR THE 2019 HOLIDAY SCHEDULE.
SPEAKER: Commissioner Jason Joyner
ACTION: Board may take action.**

Commissioner Joyner requested to amend the 2019 holiday schedule to include Friday, December 27, 2019 as a paid holiday for Town employees.

ACTION:

Mover: Commissioner Joyner moved to amend the 2019 holiday schedule to include Friday, December 27, 2019 as a paid holiday for Town employees.

Vote: Unanimous.

**5. APPROVAL OF A RESOLUTION TO DISPOSE OF SURPLUS PROPERTY [NC GS 160A-270 (B) (C)].
SPEAKER: Town Manager Teresa Piner
ACTION: Board may take action.**

[Staff Report]

Item Summary:

Equipment designated as surplus is typically disposed of following the criteria listed under General Statute 160A-266, property less than 30K. Due to recent repairs and inquiries into the Town of Wendell's used truck mounted automated self-contained debris collector (leaf machine), it is estimated that the value will exceed 30K. As a result, the Town must comply with 160A-270.

160A-270(b)

(b) Personal Property. – When it is proposed to sell personal property at public auction, the council shall at a regular council meeting adopt a resolution or order authorizing an appropriate city official to dispose of the property at public auction. The resolution or order shall identify the property to be sold and set out the date, time, place, and terms of the sale. The resolution or order (or a notice summarizing its contents) shall be published at least once and not less than 10 days before the date of the auction.

160A-270(c)

(c) The council may conduct auctions of real or personal property electronically by authorizing the establishment of an electronic auction procedure or by authorizing the use of existing private or public electronic auction services. Notice of an electronic auction of property shall identify, in addition to the information required in subsections (a) and (b) of this section, the electronic address where information about the property to be sold can be found and the electronic address where electronic bids may be posted. Notice may be published in a newspaper having general circulation in the political subdivision or by electronic means, or both. A decision to publish notice solely by electronic means for a particular auction or for all auctions under this subsection shall be approved by the governing board of the political subdivision. Except as provided in this subsection, all requirements of subsections (a) and (b) of this section apply to electronic auctions.

Town Manager Teresa Piner provided an overview of the resolution to dispose of surplus property; staff report above in italics.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the resolution to dispose of surplus property as presented.

Vote: Unanimous.

6. APPROVAL OF THE 2019 GENERAL BUS OPERATIONS AGREEMENT BETWEEN THE TOWN OF WENDELL AND GOTRIANGLE.

SPEAKER: Planning Director David Bergmark

ACTION: Board may take action.

[Staff Report]

Item Summary:

Following the adoption of the Wake County Transit Plan, GoTriangle and its partners developed annual Wake Transit Work Plans to budget for all capital and operating expenses related to transit projects for a given fiscal year.

In order to implement the components of the 2019 Wake Transit Work Plan, participating municipalities must adopt annual operating agreements with Wake County in order to receive funds for transit expenditures within their jurisdiction.

In the case of Wendell, the Town receives reimbursement for the funds it spends leasing its Park & Ride lot located at 7 N Oakwood Avenue. The Town may make quarterly reimbursement requests based upon funds expended for this purpose. However, in order for these reimbursement requests to be processed, the Town must annually adopt an operating agreement with GoTriangle (attached). Wendell's reimbursement requests for Park and Ride lease costs may be up to \$4200 annually, not to exceed actual costs incurred.

Planning Director David Bergmark provided an overview of the 2019 General Bus Operations Agreement between the Town of Wendell and GoTriangle; staff report above in italics.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the 2019 General Bus Operations Agreement between the town of Wendell and GoTriangle as presented.

Vote: Unanimous.

7. PRESENTATION OF APPLICATION FOR CITIZEN ADVISORY BOARD.

PRESENTER: Special Assistant to the Manager Sherry Scoggins

ACTION: Presentation; action will be requested at the August 27, 2018 meeting.

[Staff Report]

Item Summary

The Town of Wendell has six citizen advisory boards. After two rounds of recruitment, the Parks and Recreation Commission has one vacancy for an in-town member and the Tree Board has one vacancy.

Following the July 9, 2018, Board meeting, the attached application(s) were received for the Parks and Recreation Commission:



Seth Amidon

*Applications are in the August 13, 2018, agenda packet for the Town Board's review – **no** action requested at this meeting.*

The Board is requested to take action at its August 27, 2018, Town Board meeting.

ACTION:

Include on the August 27, 2018 agenda for action by the Board of Commissioners.

8. ZTA17-07 –Discussion on a Zoning Text Amendment to Chapters 11 and 17 of the UDO as they relate to Street Lights; public hearing closed at the April 9, 2018 Board meeting.

SPEAKER: Planning Director David Bergmark

ACTION: Board to provide direction to staff.

[Staff Report]

August 13, 2018 Update:

At their July 23, 2018 meeting, the Wendell Board of Commissioners discussed the streetlight standard options presented and directed staff to prepare draft language which would permit proposed subdivisions using pedestrian light fixtures different payment options depending on the number of poles serving the subdivision. The Board also expressed the desire to include language which would clarify how phased development would be held subject to this rule. Staff has amended the attached ordinance and street light policy to allow subdivisions with no more than 25 pedestrian lights the option of either following the same standard as large development OR following the current streetlight regulations which would require the developer to pay an upfront fee equivalent to the cost difference between the standard pole and the upgraded pole they have chosen for a 20 year period.

The calculation of the total number of pedestrian lights shall include all phases of any phased preliminary plan, master plan, and all portions of any approved Planned Unit Development (PUD). Furthermore, any development submittal to extend an existing subdivision must account for the number of pedestrian lights in the existing subdivision if the submittal is received within 7 years of the existing subdivision's construction drawing approval.

Amendments to the Streetlight Policy following

July 23, 2018 Update:

At their April 9, 2018 meeting, the Wendell Board of Commissioners voted to bring the proposed changes to the Town's streetlight standards back to the Town Board at their July work session. The public hearing was closed at the April 9, 2018 meeting. The Board asked staff to consider ways the proposed changes could be modified to accommodate both large and small subdivisions alike. Concerns were expressed that smaller developments may not desire a Home Owners Association (HOA).

Below, staff has provided a list of different streetlight standard options for smaller subdivisions for the Board's consideration. To do this, the board must consider what constitutes a 'smaller subdivision' as well as what standard should apply to this group, once defined.

Decision 1 – What qualifies as a 'smaller subdivision'?

1. Residential development less than 20 acres in size (and not part of a larger subdivision)
 - a. Note - staff recommends that # of lots be used, rather than # of acres due to density variables.
2. Residential development with less than 25 lots (and not part of a larger subdivision)

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3. Residential development with less than 50 lots (and not part of a larger subdivision)
4. Residential development with less than 75 lots (and not part of a larger subdivision)

Examples of Existing Subdivisions

- Olde Wendell (Ph 1) – 29 lots; ~ 20 acres
- Wendell Crossing (proposed) – 49 lots; ~13 acres
- Woods of Blair Hills - 51 lots; ~36 acres
- Pepper Point – 59 lots; ~18 acres; 17 pedestrian lights
- Brighton – 65 lots; ~20.5 acres; 21 pedestrian lights
- Foxborough Crossing - 90 lots; ~60 acres; 29 pedestrian lights
- Edgemont Landings (Ph 1) – 110 lots; ~38 acres
- Groves of Deerfield (Ph 1-3) – 122 lots; ~44 acres (36 addit. lots in Ph 4)
- Edgemont Landings (Ph 2 – beginning construction) – 150 lots; ~64 acres

Decision 2 – What streetlight standard should apply to smaller subdivisions?

1. The same standard as for larger development (Board expressed concern with this option)
2. The applicant has the option of following the same standard as large development **OR** following the current streetlight regulations which would have the developer pay an upfront fee equivalent to the cost difference between the standard pole and the upgraded pole they have chosen for a 20 year period. (length of contract with Duke Energy)
3. The applicant the option of following the same standard as large development **OR** have the developer pay an up-front fee equivalent to the difference between the standard pole and the upgraded pole they have chosen for a 10 year period.

March 26, 2018 Update:

At their January 22, 2018 meeting, the Wendell Board of Commissioners moved to continue the public hearing regarding street light regulations to the first budget work-session (March 26, 2018). Staff was requested to bring back information regarding what the Town is currently paying Duke Energy for its street lights. In January of 2018, the monthly bill to Duke Energy for Street light service for the Town of Wendell was \$10,418. Based on this figure, the current annual cost to the Town would be \$125,013.

This annual cost figure does not include fees for any street lights in Wendell Falls, as they contracted directly with Duke Energy and are seeking reimbursement from the Town. As of January 2018, Wendell Falls had 146 pedestrian street lights, costing them approximately \$26,000 on an annual basis. Using the Town's proposed streetlight policy for all developments, which bases its reimbursement on standard street light fixtures spaced 300 feet apart, the Town's annual reimbursement to Wendell Falls for the same area would be approximately \$12,500, approximately half. This policy has been favored because it provides relief to the developer who would otherwise be required to pay upfront fees for all street lights for the length of the 20 year contract with Duke Energy.

Petition:

Due to an increase in residential development, the need to make modifications to the Town's street light policies has been identified. While Town Policies, such as a new Street Light Policy, do not require a public hearing for adoption, two sections of the UDO which reference Street Light standards would need to be amended to comply with recommended policy standard updates.

As can be seen in the existing language of Section 17.5 of the UDO, the Town's current standard requires the developer to be responsible for the difference in the costs between the Town's standard pole (a 25' wood pole) versus the upgraded lighting for a period of 20 years. This

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requirement creates a large up-front cost for the developer, and creates a long-term cost for the Town as that development will extend beyond 20 years. While this standard worked adequately for smaller subdivisions, the up-front cost can become untenable for larger subdivisions with hundreds of lots. Ultimately the existing standard could harm the Town, as after the 20 year period, the Town would be financially responsible for the full cost of the upgraded fixture indefinitely into the future.

At the request of the Town Board, an analysis of the financial impact of the existing and proposed streetlight standards is contained in Attachment C. This analysis consists of a price comparison summary with bulleted points illustrating the financial impact, as well as a detailed cost table. This analysis shows that under the existing policy the Town is paying more for pedestrian lights after 11 years, even with the up-front payment from the developer. Visual illustrations of different street light options are contained in Attachment D.

As proposed in the recommended changes to Section 11.10, the new Town regulation would call for a 25' fiberglass pole vs a wooden pole as the Town's standard residential street light. If a given developer uses this standard street light at the recommended spacing, the Town would pay all monthly operating costs due to Duke Energy. However, if the developer chose upgraded street light poles and/or fixtures, the new standard would require that a HOA enter into a contract with Duke/Progress Energy, with the Town reimbursing them the cost of the standard pole and fixture. An example agreement between the Town and a HOA is included as Attachment A.

Following the January 8, 2018 Town Board meeting, staff met with representatives of the Wendell Falls, Edgemont Landings, and Groves of Deerfield subdivisions to discuss the proposed street light policy. Lucius Jones expressed concerns for the up-front cost required under the current policy for pedestrian lighting. He did not wish to pursue the option to form an HOA to assume the cost of pedestrian lighting installation under the proposed policy, but he also voiced his desire to avoid payment as a developer for the up-front cost. His expressed preference was for the Town to pay street light installation costs using tax dollars. As a result of these concerns, he chose to change the lighting in Phase 3 and 4 to standard road lighting with fiberglass poles.

Jason Reiswig of DR Horton said he was very much in favor of the proposed street light policy, which would allow him to seek reimbursement for the town's standard pole cost. This response was expected, as DR Horton had already contracted directly with Duke Energy for lighting to avoid the up-front fee called for under the existing policy for Phase 2A-1 of Edgemont Landings. Newland also expressed support of the new street light policy structure. Similar to DR Horton, Newland Communities contracted directly with Duke Energy for lighting in order to avoid the up-front cost to the developer required by the Town's current policy.

The proposed text amendment would also reduce the number of zoning districts which require pedestrian street lights, as the long-term cost to the Town for pedestrian vs. roadway street lights is significantly higher. Developers who desired pedestrian lights in any zoning district could choose the option provided in the policy for installation, with the Town reimbursing them the cost of standard street lighting and the HOA assuming financial responsibility for the cost beyond the standard.

More detailed procedural information on the Town's proposed Street Light standards are contained in the proposed Wendell Street Light Policy (Attachment E). This policy has been reviewed by the Town attorney.

The following section details the specific changes proposed for Section 11.10 and 17.5 of the

UDO, with the *amended text shown in red.*

Existing Language (Section 11.10)

11.10 Street Lighting

A. *Street lighting shall be placed on all streets by the developer to allow for the safe use of streets by both cars and pedestrians. All street lighting shall be placed in accordance with the following minimum design standards:*

1. Minimum average street light spacing:

	OSC	RA	RR, R2, R3, R4, MH	R7, TND, NC, CMX, CC, DMX	CH, M&I
Minimum Average Street Light Spacing	n/a	n/a	300 ft.	150 ft. (pedestrian-scaled)	300 ft.

2. *Lighting shall be placed at street intersections and is preferred at street curves.*
3. *Pedestrian-scaled lighting (no taller than 18 feet) should be prioritized over automobile lighting. Lighting should be placed in a manner to limit the casting of shadows on sidewalks.*
4. *All lighting shall utilize a cutoff fixture. Where buildings are close to the street (less than 15 feet from the right-of-way), full cutoff fixtures are required to limit glare and light spillage on upper levels.*

B. *Alleys are excluded from the spacing and lighting requirements of this Chapter.*

Proposed Language (Section 11.10) (modified language (including PB change) shown in red)

11.10 Street Lighting

A. *Street lighting shall be placed on all streets by the developer to allow for the safe use of streets by both cars and pedestrians. **Developer placed lighting shall also include all improved frontages on local and NCDOT streets (with DOT approval). Developers requesting upgrades beyond the Town's minimum street light specification of a 25' fiberglass pole with a fully-shielded, arm-mounted LED fixture must follow the procedures outlined in the Town's Street Light Policy.** All street lighting shall be placed in accordance with the following minimum design standards:*

1. Minimum average residential street light spacing:

	OSC, RA	RR, R2, R3, R4, MH, R7, TND, NC, CMX, CC, CH, M&I	DMX
Minimum Average Street Light Spacing	n/a	300 ft.	150 ft. (pedestrian-scaled)

2. *Lighting shall be placed at street intersections **and at the end of cul-de-sacs or street stubs 200 ft. or longer,** and is preferred at street curves.*
3. *Pedestrian-scaled lighting (no taller than 18 feet) **is required in the DMX zoning district. Developers electing to use pedestrian lighting in other zoning districts may do so with the Administrator's approval, using the same spacing requirement as listed for the DMX district.** Where used, pedestrian lighting should be placed in a manner to limit the casting of shadows on sidewalks.*
4. *All lighting shall utilize a cutoff fixture. Where buildings are close to the street (less than 15 feet from the right-of-way), full cutoff fixtures are required to limit glare and light spillage on upper levels.*

- 5. *Nothing in these provisions shall exempt the developer from meeting any additional NCDOT lighting standards along state maintained roadways.*
- 6. *The construction of a single dwelling not part of a major or minor subdivision, or which is located within a Family Subdivision shall not initiate street light requirements.*
- B. *Alleys are excluded from the spacing and lighting requirements of this Chapter.*
- C. *More information on Street Lighting may be found in the Town's Street Light Policy.*

Existing language (Section 17.5)

17.5 Street Lights

- D. *The developer shall install underground wiring for street lights and shall install lights at the developer's cost prior to final plat approval. The Town will notify Progress Energy when the lights should become operational for each block within the applicable phase.*
- E. **Decorative Street Lights:** *Custom or decorative street lighting proposed by the developer is subject to approval by the Town prior to installation. The developer is responsible for all costs associated with the use of custom or decorative materials, to include the difference in the costs associated with the town's standard pole versus the upgraded lighting for a period of 20 years.*

Proposed Language (Section 17.5)

17.5 Street Lights

- F. *The developer shall install underground wiring for street lights and shall install lights at the developer's cost prior to final plat approval. The Town will notify Duke Energy when the lights should become operational for each block within the applicable phase.*
- G. **Decorative Street Lights:** *Use of any street lighting other than the Town's standard 25' fiberglass pole with a fully-shielded, arm-mounted LED fixture must follow the procedures outlined in the Town's Street Light Policy, and is subject to approval by the Town prior to installation. Use of non-standard poles (if greater than 25 in number) shall require the owner to enter into a contract directly with the utility provider. The Town shall issue reimbursements to the party contracting with the utility provider based upon its standard pole costs, as outlined in the Town's Street Light Policy.*

Statement of Plan Consistency and Reasonableness

- *Any recommended change to the zoning text should be accompanied by a statement explaining how the change is consistent with the comprehensive plan, and is reasonable in nature.*
 - *At their November meeting, the Planning Board found the requested zoning text amendment (as modified at the meeting) to be consistent with Principle # 5 of the Wendell comprehensive plan and reasonable in order to protect vehicular and pedestrian safety through adequate lighting.*
 - *Principle # 5: Promote Wendell's attractiveness to business and people of all walks of life.*

Planning Board Recommendation:

At their November 20, 2017 meeting, the Wendell Planning Board voted 6-2 in favor recommending approval of a modified version of the proposed text amendment. The only change made by the Planning Board was to remove the requirement for street lighting in the Residential Agricultural (RA) zoning district, and to leave the spacing requirement for the Rural Residential (RR) zoning district as 300 feet.

Voting in Favor: *Michael Clark, Errol Briggerman, Gilda Wall, Jonathan Olson, Kathe Schaecher, and Victoria Curtis.*

Voting Against: *Lloyd Lancaster and Allen Swaim*

Absent: *Ashley Anderson*

Staff Recommendation:

Staff supports the proposed UDO amendments and Street Light Policy. The attached ordinance

and policy reflects the Planning Board's recommended amendment, as well as changes requested by the Town Board at their July 23, 2018 meeting.

Planning Director David Bergmark provided an overview of zoning text amendment to Chapters 11 and 17 of the UDO relating to street lights; staff report above in italics.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the zoning text amendment and policy as presented.

Vote: Unanimous.

9. SNAP SHOT

ACTION: Information. Board may take action.

ACTION:

Reviewed.

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

 **Fire Advisory Board [Commissioner Joyner]**

 **Technical Review Committee [TRC] [Commissioner Carroll]**

Commissioner Joyner stated the Fire Advisory Board met and discussed the plans for the new building. He added Garner Fire Department and Fairview Fire Department are proposing to merge.

Commissioner Carroll stated the Technical Review Committee met to discuss a proposed manufacturing facility to be located near Chart House and the extension of Wendell Valley Boulevard.

11. COMMISSIONERS' REPORTS.

Commissioner Joyner stated he attended the American City and County Exchange Conference hosted in New Orleans. He served on a millennial panel and he provided information to constituents that Wendell is open for business.

Commissioner Boyette stated a number of storms have been through Wendell. He thanked the Public Works employees for assistance in clearing Wendell Boulevard and Duke Energy for assisting with the branch removal from the lines on Ledford Lane. He also thanked the citizens for staying off the roads.

Mayor Pro Tem Lutz stated thank you to the citizens and businesses for generously donating to the Wendell Elementary School PTA beautification project. He also thanked the volunteers who assisted the past weekend with clean up around the campus.

12. MAYOR'S REPORT.

Mayor Gray stated her appreciation for the Wendell Elementary School beautification project.

Mayor Gray expressed appreciation to the Wendell Public Works team for helping with the Wendell Elementary School beautification project.

Mayor Gray stated the All Star Recognition and Movie Night is Saturday, August 25, 2018, 7 PM at J Ashley Wall Town Square. This is a free event recognizing our baseball and softball players. Following the recognition is the movie, Despicable Me 3.

13. CLOSED SESSION.

ACTION: Will be called if necessary.

ACTION:

Mover: Mayor Pro Tem Lutz moved to go into closed session to discuss land, personnel, and litigation [in accordance with NC GS 143-318.11(a)] at 7:29 p.m.

Vote: Unanimous.

ACTION:

Mover: Mayor Pro Tem Lutz moved to return to open session at 8:46 p.m.

Vote: Unanimous.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the contract hiring Marvin E. Collins as the new Town Manager for the Town of Wendell; start date of Friday, August 24.

Vote: Unanimous.

14. ADJOURN.

ACTION:

Mover: Mayor Pro Tem Lutz moved to adjourn at 8:47 p.m.

Vote: Unanimous.

Duly adopted this 27th day of August 2018, while in regular session.

ATTEST:

Virginia R. Gray,
Mayor

Sherry L. Scoggins, MMC;
Sp. Asst. to the Town Manager - Town Clerk