

**TOWN OF BURGAW BOARD OF COMMISSIONERS
REGULAR MEETING**

DATE: April 12, 2022
TIME: 4:30 PM
PLACE: Historic Train Depot, 115 S. Dickerson Street
BOARD MEMBERS PRESENT: Mayor Olivia Dawson
Mayor Pro-tem Wilfred Robbins
Bill George, James Malloy, Vernon Harrell, Jan Dawson
STAFF PRESENT: James Gantt, Town Manager
Kristin J. Wells, Town Clerk
Zachary Rivenbark, Town Attorney
Wendy Pope, Finance Officer
Kimberly Rivenbark, Deputy Town Clerk
Jim Hock, Police Chief
Alan Moore, Public Works Director
Cody Suggs, Parks & Recreation Director
Andrea Correll, Planning Director
MEDIA PRESENT: None
INVOCATION: Reverend Nick Smith
PLEDGE OF ALLEGIANCE: All

The meeting was called to order by Mayor Dawson at 4:30 PM and the invocation was led by Reverend Smith.

Approval of Agenda

Mayor Dawson requested to amend the agenda by adding a closed session pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege. Commissioner Dawson made a motion to amend the agenda as requested. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

Approval of Consent Agenda

Commissioner Harrell requested to remove item “G” from the consent agenda and place it on the regular agenda for discussion. Commissioner Harrell made a motion to approve the consent agenda with the removal of item “G”. The motion was seconded by Commissioner George. Commissioners Malloy, George and Harrell voted “aye”. Commissioners Robbins and Dawson were opposed. Motion carried. *Ordinances are on file in the Clerk’s office.*

- A. Approval of the February 3, 2022 Special Meeting Minutes
- B. Approval of the February 16, 2022 Special Meeting Minutes
- C. Ordinance 2022-09 Amending the FY 2021-2022 budget to recognize film revenues from LGTV Set Up 5 Productions, Inc.
- D. Ordinance 2022-10 Amending the FY 2021-2022 budget to recognize insurance proceeds for police vehicle damage
- E. Ordinance 2022-11 Amending the FY 2021-2022 budget to reflect payment of land appraisals for the Highway 117 wastewater expansion project
- F. Ordinance 2022-12 Amending the FY 2021-2022 budget to reflect payment of rent-a-johns and handwash stations for the 2022 Pender Spring Fest
- ~~G. Ordinance 2022-13 Adoption of Capital Project Ordinance for Town of Burgaw Multi purpose Building Renovation Project~~

SPECIAL PRESENTATIONS/REQUESTS

2022 Ghost Walk Request – Stephanie Key, Pender County Tourism

Stephanie Key, Pender County Tourism, requested use of the Burgaw Cemetery for the annual Ghost Walk event to be held on October 21 and 22, from 4:00 PM to 11:00 PM. She said she has already spoken with Chief Hock and

Mr. Suggs regarding the plan for the upcoming event. There being no concerns from the board, Commissioner Robbins made a motion to allow use of the cemetery during the dates and times requested, with the amendment to the town ordinance in regards to timing, as was done last year by Attorney Rivenbark. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

Ms. Key also requested the waiving of the fee for use of the Hankins Park pavilion for the full day on October 21 and 22. Commissioner Harrell made a motion to waive the reservation fee for use of the pavilion at Hankins Park on October 21-22, 2022. The motion was seconded by Commissioner Robbins and carried by unanimous vote.

Ms. Key's final request was approval of the following street closures for the event: Walker Street from Ashe Street to Wallace Street and Wallace Street from Wright Street to Cowan Street, which is the same closures as last year. Times requested for the street closures are 5:00 PM to 11:00 PM on Friday, October 21 and Saturday, October 22. Commissioner Dawson made a motion to approve the street closures as requested. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

2022 Pender Spring Festival Request – *Pender Spring Festival Committee*

Rochelle Whiteside, Pender Spring Festival Committee, advised there will be a barbeque cookoff the day before the Spring Festival, which would be Friday, May 6, 2022. She requested closing half of Courthouse Avenue between Wright Street and the alley between the hours of 6:00 AM and 10:00 PM on May 6, 2022. Commissioner Robbins confirmed with Chief Hock that Wright Street between Wilmington Street and Fremont Street is already approved to be closed for the street dance. Chief Hock said he does not see an issue with closing half of Courthouse Avenue as requested. Commissioner Robbins and Chief Hock asked Ms. Whiteside to contact the gym and wash house to let them know of the closure. Commissioner Robbins made a motion to approve Ms. Whiteside's request. The motion was seconded by Commissioner Malloy and carried by unanimous vote. Commissioner Harrell requested contact be made with the barber and beauty shop across from the gym as well.

ITEMS FROM THE ATTORNEY – *Zachary Rivenbark, Town Attorney*

Attorney Rivenbark stated he did not have any items.

ITEMS FROM MANAGER – *James Gantt, Town Manager*

Update on current town projects

Strategic Economic Development Plan update

Mr. Gantt advised the board needs to decide on a date for the kickoff meeting of the Strategic Economic Development Plan that the NC Department of Commerce is preparing for the town. The board also needs to decide who wants to participate in those meetings. After some brief discussion, it was decided amongst the board for Commissioner Malloy, Commissioner Harrell and Mayor Dawson to be a part of the discussions regarding this project. The kickoff meeting was set for May 10, 2022 at 12:00 PM with lunch provided by the town.

FY 2022-2023 Budget update

Mr. Gantt advised staff is currently working on the upcoming budget. The next budget meeting is April 26, 2022.

Downtown Revitalization Grant

Mr. Gantt said staff is working on submitting a downtown revitalization grant that is due by May 2, 2022. He said staff is using information from the Courthouse Avenue plan.

Emergency Watershed Protection Program update

Mr. Gantt said we are getting close to bidding this project out. He said the final designs are coming in and things are progressing. This project is 100% grant funded at this time and will cover the area at the canal from the blueberry statue to Highway 117.

Commissioner Harrell commented on a pipe next to Wallace Street on the side of the creek draining the west side of town. Mr. Gantt advised EWP does not replace piping. After some brief comments, Mr. Gantt advised the box culvert was replaced and the pipe runs under the walking trail. He said there are plans to replace that pipe and the estimate for that project is around \$18k, but is currently not in the budget. Commissioner Robbins said the replacement of pipe under Wallace Street needs to be done soon. Mr. Gantt said that project would be around \$500-750k. Commissioner Malloy said the pipe at the box culvert needs to be taken care of before hurricane season. Mr. Gantt commented on the permitting process regarding these types of repairs.

Commissioner Malloy said his concern is, if we allow things to be put off, the price of things are going up. He said we need to get ahead of things because citizens are concerned.

Mayor Dawson asked if the drainage issues are on a priority list. Mr. Gantt said priorities are contained within the stormwater master plan. He also said he keeps track of areas that flood easily during storms, etc.

After some discussion, Mr. Gantt said the town is planning to take care of the \$18k pipe, as mentioned above, at the same time as the Emergency Watershed Protection project because of permitting. Mr. Gantt said the town has already received the grant for the project, but we are currently waiting for the project to be bid out.

Commissioner Harrell asked if there were any updates regarding the snag and drag project being done by the county. Mr. Gantt said the county was bidding out the project to do work in the area of Highway 117 out into the county's jurisdiction, but will find out a more recent update and let the board know.

NC DOT Widening of Highway 53 Project

Mr. Gantt said NC DOT is looking at widening Highway 53 from Walmart to Stag Park Road, which would be about a \$4 million project. Mr. Gantt said he does not see a big benefit from the project and wanted feedback from the board. He said more beneficial improvements can be made between Highway 117 and Walmart. Commissioner Dawson commented on the extension of Ridgewood Avenue and connecting to Highway 53, as talked about in the past. Mr. Gantt said NC DOT is only staying with the amount of \$4 million. The extension of Ridgewood Avenue, connecting to Highway 53 is about a \$16 million project. Commissioner Robbins said the \$4 million would cover the project that is already engineered between Walker Street to Dickerson Street. Mr. Gantt said NC DOT will not relocate the money for another project. Commissioner Harrell asked if we could share our opinion with NC DOT that we don't need the widening project and allot the money elsewhere. Mr. Gantt said the project needs to be within their scope, around the Highway 53 and Highway 117 corridor area. There was discussion regarding the projects talked about in the past in the area of McDonald's. Mr. Gantt said one alternative is a cement median in the middle with no left turns.

After much discussion, Mayor Dawson suggested Mr. Gantt speak with NC DOT again regarding the extension of Ridgewood Avenue. There was no opposition voiced by the Commissioners.

Sewer line damage

Mr. Gantt advised there has been a fiber optic cable found running through one of our sewer lines near the elementary school. It appears this line was done by a contractor through Four County Electric and the town is working with them on the repair costs.

PARTF Grant

Mr. Gantt advised Mr. Suggs has mailed off the PARTF grant application for the Westside Trail and Parks plan.

Farmers Market

Mr. Gantt said the first Farmers Market was this past Saturday and was a good turnout. The Tourism Development Authority (TDA) is requesting the event times to be changed from 8 AM-12 PM to 9 AM-1 PM. Therefore, street closure times would now need to be from 7 AM to 2 PM. Commissioner George made a motion to approve the change to the street closure times. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

Other items

Commissioner Robbins asked for an update on the Clark Street sidewalk. Mr. Gantt advised NC DOT requires that project to be engineered so town staff is working on getting that done. Commissioner Harrell asked if there would be a crosswalk on Dickerson Street. Mr. Gantt advised there would be painted crosswalks on Dickerson Street and Smith Street.

Commissioner Robbins asked about road paving in this year's budget and if we spent last year's paving budget. Mr. Gantt said the money was spent for paving in last year's budget and staff is waiting on a timeline from the paving company now for this year's budget.

Commissioner Malloy asked who handles the painting of "school" on the street in front of the middle and elementary schools. Mr. Gantt advised Dickerson Street and the section of North Wright Street between Wallace Street to the town limits would be handled by NC DOT.

BREAK 5:26 PM-5:37 PM

PUBLIC FORUM

Jaliese Blackburn, NC Blueberry Festival Association, asked for waiving of the reservation fees for use of the Community House and the Historic Train Depot during the upcoming festival events. There being no comments by the board, Commissioner Harrell made a motion to approve the waiving of the reservation fees for use by the festival, but charge the cleaning fee for the facilities. The motion was seconded by Commissioner George and carried by unanimous vote.

Ms. Blackburn also advised part of the original festival street closure request included closing half (one lane) of Dudley Street for the BBQ Cookoff event the Friday before the festival. She said the street was originally going to be opened back up at 7:00 PM that evening, but is now asking to close both lanes from Fremont Street to half way down the block behind the depot through 11 PM on Saturday. The other half closest to Wilmington Street would remain open for access to and from Piggly Wiggly. Ms. Blackburn said this closure would provide more space for vendor set up if needed, as well as safety for the pedestrians crossing from the Piggly Wiggly parking lot. Commissioner Harrell asked the festival association to remind the pig cookers that the Piggly Wiggly parking lot is a business parking lot, especially on the Friday before the actual festival. Before a decision is made by the board, it was requested of Ms. Blackburn to contact Piggly Wiggly regarding the closure.

Maureen Miller, 507 S. Walker Street, spoke to the board in regards to drainage issues in front of her residence and her neighbors' residences. She said the front lawns are slowly sinking. She contacted NC DOT and they said they are not responsible for this issue. She said the water flows to the wooded property behind the residences and wants to know who is responsible for this. Commissioner Robbins said this issue was discussed last year and asked for staff input. Mr. Gantt said the ditch along Walker Street is owned and maintained by NC DOT and the drainage ends up in the ditch behind American Skins. Mr. Gantt said Cape Fear Community College has cleaned out their portion of the ditch and American Skins is in the process of cleaning out their section. The issue is on private property so the town ultimately does not have any control over this issue. Commissioner Robbins asked how much would it take for us to go in there and clear a ditch if we had permission. Mr. Moore said the biggest issue with that is clearing the trees to get in there. After discussion and looking at the GIS map on the screen, Mayor Dawson advised staff will continue to look into the issue.

John Johnson, 202 S. Dickerson Street, made a presentation by Powerpoint regarding an issue with a tractor trailer parking on the side of Dickerson Street near Middleton Town Homes. Mr. Johnson said parallel parking in the downtown district is inadequate for tractor trailers. He advised he recently requested police officers to look at the

issue and they advised there was currently not an ordinance for tractor trailer parking in the downtown area. Mr. Johnson further added the trucks are parked into the traveling line and on top of sidewalks, which is part of the walking trail, causing cracks and tripping hazards. Upon completion of the presentation, Mr. Johnson asked the board to find a more suitable place for the trucks to park and create an ordinance for regulating oversized truck parking in the central business district. He also requested the town to repair the trip and fall hazards along the walking trail in the area of concern.

Commissioner Robbins said he agrees that something needs to be done. He commented on the trucks being parked on a state road and asked where the trucks go once they leave. Mr. Johnson said they pull onto the town street to leave the area. Commissioner Robbins said he thought there were designated streets in town for tractor trailers. Attorney Rivenbark said he will look into this. There was much discussion. Commissioner Harrell said his concern is that the truck is blocking traffic on a state road and that should be an issue to be handled by state police. Mr. Gantt said he checked with NC DOT and they have no regulations regarding this issue. There was discussion regarding tractor trailers traveling on town roads. After some comments, Mr. Gantt said he, Chief Hock and the Attorney have reviewed these issues and are working on a solution. Commissioner Malloy asked about bigger pick-up trucks. Attorney Rivenbark made some comments and said he and staff will further look into the issue. He said the best solution may be to just say "no parking" in the area of concern. Mr. Gantt said maybe the town can approach NC DOT regarding designated parking for short term parking of larger vehicles on the railroad right-of-way.

PUBLIC HEARINGS

Public Hearing #1 – Andrea Correll, Planning Director – Verbatim Minutes for Major Special Use Permit

Consideration of a Major Special Use Permit requested for one multi-family building containing four two-bedroom apartments to be located at 404 S. McRae Street on a 0.28 acre tract totally 12,258 sq. ft. The property is further identified as tax reference number 3229-21-7380-0000.

Referenced attachments are on file in the Clerk's office.

Mayor Dawson continued the public hearing from March 8, 2022.

Andrea Correll: There was a request to table tonight's public hearing from Andrew Smith...whatever is the pleasure of the board. He works at the firm with Andrew Smith and is representing him tonight. He has brought the requested appraisal report y'all asked for, so I do not know if Andrew gave you (referring to the gentleman present) direction on whether he really wanted to continue to table or if he wanted to go ahead hear it for approval.

Leo Andrades: He had me print these out to share. The preference would be to table the meeting but if the board wanted to vote that he would have these available. So, [inaudible comment], but it's ultimately his project.

Commissioner Harrell: If he is in favor of tabling it, I'm okay with that. But I would like to take a look at [inaudible comment].

Attorney Rivenbark: I'm going to, just for the record, go ahead and swear in Mr. Andrades. He's the only person that was not here last time related to this to be sworn. Just so you can officially make that request on his behalf. I, state your name.

Leo Andrades: I, Leo Andrades.

Attorney Rivenbark: Do solemnly swear or affirm that the testimony you will give today will be the truth, the whole truth and nothing but the truth, so help you God.

Leo Andrades: I will.

Attorney Rivenbark: Alright, thank you.

James Gantt: And you should have had copies in front of you that has the appraisal information.

Attorney Rivenbark: Mr. Andrades, there is a formal request of the applicant to continue to table the hearing.

Leo Andrades: Yes.

Commissioner Dawson: He gave us what we requested so is there a reason why he wanted to table?

Andrea Correll: Because he couldn't be here.

James Gantt: But if the board wishes to move forward, that is ultimately the board's prerogative.

Leo Andrades: He said if the board wished to move forward and didn't have any additional questions or concerns, that's why I would be here, to [inaudible comment], but if there were questions or concerns from the public that needed to be discussed, he would prefer to be here to address those in person.

Attorney Rivenbark: Is there somebody additional who signed up to speak, Madam Mayor?

Mayor Dawson: Yes, we have Ms. Sylvia Simpson, Mr. Andrades, and Ms. Nicki Richmond-Groce. Did y'all wish to speak at this time.

Attorney Rivenbark: Both of them were sworn in last time, so they would still be sworn today for any testimony.

Nicki Richmond-Groce: I'm Nicki Richmond-Groce. Hello everybody. I'm here to support my neighbor, Sylvia.

Um, I own two properties here on Dudley Street, three properties on South Dudley Street. My concern is the piece of landlocked property that belongs to Ms. Sylvia. My concern is for the fact that this lot is so tiny and the proposal is for a two-story, four unit building. I talked with Andrea and she clarified a few things, but I'm still opposed to it and if this man's going to rent these apartments for \$700, that is, he is a terrible business man, if that is what he is going to do. Um, I have concerns for the...just the development of this side of our city, our town. The woman spoke about drainage tonight. There's some problems on that property that is public ...an easement. I spoke to someone last summer about that but we can revisit that on another day. But that's why I'm here, to support my neighbors and to say that I am not in favor of such a large building.

Attorney Rivenbark: I will instruct the board that you should not consider the people of any particular group that might be living on this property or the amount of rent they might be paying in your decision to approve or not.

Mayor Dawson: Ms. Simpson, do you wish to speak this evening.

Sylvia Simpson: Yes, very brief. Good afternoon, everyone. As mentioned, my name is Sylvia Simpson and I own the property at 400 South McRae Street, which is on the corner of McRae and Hayes. Um, thank you again for the opportunity for allowing me to speak. I really don't have a whole lot to add to what I said at the last meeting, but I am hoping that if you would, just put yourself in my place, as it relates to this huge structure being put in our neighborhood. Um, it will be the inconvenience, the noise, the traffic, strange people in and out and as my neighbor mentioned, I think [inaudible comment] pay this any attention but it is a concern to me that if rent is \$700, what kind of people are going to be moving in. Anybody and everybody would jump to get a chance at a brand new apartment \$700 and that's a concern to me. I don't have a lot more to add to that, other than what I said last time. The decision of course is in your hands, and I hope that you will consider my plea and [inaudible comment] this structure. This is a big development in a small community and it is our town, in my neighborhood, and is right next door to me. So, again, I thank you for all you do and your continued support for the citizens of Burgaw and thank you again for allowing me to speak.

Mayor Dawson: Thank you. Do you wish to speak? (looking at Mr. Andrades)

Leo Andrades: Can I speak as community member of Burgaw.

Commissioner Robbins: Where are we at?

Attorney Rivenbark: Well, you haven't moved to table the meeting, so we are in the hearing, but you can still table it if you choose.

Commissioner Robbins: No, I just wanted to know, wanted to make sure.

Attorney Rivenbark: I didn't think anybody moved to table it.

Kristin Wells: It was still open from the last meeting.

Commissioner Robbins: Okay.

Attorney Rivenbark: You're speaking on behalf of...

Leo Andrades: [inaudible comment] the meeting, then that's not happening, right?

Attorney Rivenbark: The board hasn't approved that yet, so they are moving forward at this point.

Leo Andrades: Oh, okay. There were just a couple of things that were said that I would like to at least put out into the open. Again, this is Mr. Smith's project; he's my business partner. I'm not involved in this project at all. I do own businesses in downtown Burgaw and I think having multi-family close to downtown is a draw for growth and the walkability of the town. That's one of the things I'd like to point out. There was mention of the size of the building and I completely understand that, that concern. I was looking at the size of it; it looks like it's about 50 feet wide, two-story building. I don't think it's a monstrosity of a building. And directly across the street, there's two large multi-family units that currently exist. I know for a fact that the rent price, Mr. Andrew, being a business partner mine would not charge \$700 a month for rent in a building he would spend half of a million dollars to build.

Nicki Richmond-Groce: He said that.

Leo Andrades: He did say that?

Nicki Richmond-Groce: They asked and he said \$700.

Commissioner Dawson: He said he didn't know for sure, approximately.

Leo Andrades: Two bedroom, two baths, in Burgaw right now...I happen to be an agent within the area, a licensed real estate broker... \$900 at the minimum being close to downtown. So, that's just, again, my two cent, as a community member, not representing Mr. Smith. He wants to be here; he wants to make sure there [inaudible comment] for instance, like your (looking at Ms. Simpson) piece of property is landlocked. Completely understand

that. Maybe there is a way of providing an easement, some access, I'm not sure. But he would like to speak to that. That's all I have today. Thank you.

Mayor Dawson: So, do we have a motion to continue or table this?

Commissioner Dawson: After that comment, if Mr. Smith has additional information he wants to present, as far as what he can do to help the neighbor, I think we need to table it until we can hear what he would offer and help her.

Mayor Dawson: So, do we have a motion to table?

Commissioner Dawson: (raised her hand for motion)

Commissioner Harrell: Second.

Mayor Dawson: All in favor?

All Commissioners: Aye.

Motion carried by unanimous vote.

The public hearing was tabled until the May 10, 2022 regular Board of Commissioners meeting.

Appointment of members to the Beautification Committee

Mayor Dawson asked the board to consider nominating two members of the public to the Beautification Committee. Commissioner Robbins asked if it was possible to convince the board to add residents of the ETJ are also eligible to serve on the committee and not only be limited to town residents. Commissioner Harrell agreed and said if someone for the ETJ is concerned enough to want to volunteer, then yes. Commissioner Robbins made a motion to amend the ordinance pertaining to the Beautification Committee to allow either town or planning ETJ residents to be eligible for appointment to serve on the committee. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

Commissioner Robbins made a motion to approve Meg Smith to serve on the committee. The motion was seconded by Commissioner Harrell and carried by unanimous vote. Commissioner Dawson made a motion to also appoint Janet Rivenbark to serve on the committee. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

Commissioner Dawson made a motion to appoint Myra McDuffie as the TDA representative to serve on the Beautification Committee. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

Mayor Dawson advised the above appointed members will serve on the committee with herself and Commissioner Dawson. Commissioner Robbins said it was already discussed to have someone from Public Works and Parks, Recreation and Tourism, serve on the committee as the two staff members. It was decided amongst the board to let Mr. Gantt designate these two staff members from Public Works and Parks, Recreation and Tourism.

The first Beautification Committee meeting will be held on April 20, 2022 at 9:00 AM at the Pender County Tourism conference room at the Old Jail.

Items from the Mayor and Board of Commissioners

Mayor Dawson advised she has been invited to the Mayors Summit on flooding and sea level rise in Washington, DC, June 13-15, 2022. Tuesday, June 14, 2022 is the regularly scheduled board meeting. Mayor Dawson asked the board to consider moving the meeting to Tuesday, June 7, 2022. Commissioner Robbins made a motion to move the regular June meeting to June 7, 2022, and amend the meeting schedule to reflect the change. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

Ordinance 2022-13 Adoption of Capital Project Ordinance for Town of Burgaw Multi-purpose Building Renovation Project – *Removed from consent agenda for discussion*

Commissioner Harrell brought up Ordinance 2022-13 that was removed from the consent agenda. Mr. Gantt explained the purpose of the ordinance and said we have to account for the money we are receiving for the loan in our bank account. There being no comments from the board, Commissioner Dawson made a motion to approve Ordinance 2022-13 as presented. The motion was seconded by Commissioner Robbins. Commissioner Dawson,

Robbins and Malloy voted “aye” and Commissioners George and Harrell voted “nay.” Motion carried. *Ordinance on file in the Clerk’s office.*

Other items from Mayor and Board of Commissioners

Commissioner Dawson said she understood the bathroom renovations at Hankins Park are being completed. Mr. Gantt said new sinks and new toilets were installed, as well as new stalls. Mr. Suggs has painted and hung new mirrors. Commissioner Dawson said we need to look into the cost of security cameras for the upcoming budget year for Hankins Park and Rotary Park. Mr. Gantt will look into this.

Commissioner Malloy thanked Mr. Moore and the public works crews for a good job with the box culvert project.

Commissioner George commented the new town decals on the trucks look nice. He also said public works crews did a great job with the recent sewer repair on Wilmington Street.

Commissioner Dawson thanked Ms. Correll for handling the cardboard issue at Dollar General, per the complaint received from Charles Rooks.

Commissioner Robbins thanked Chief Hock for a recent funeral escort. He also thanked those involved with getting the fire tax raised in Pender Central Fire District.

Other items

Ralph Gardener congratulated Mayor Dawson for the article about Burgaw featured in the Carolina Business Journal.

CLOSED SESSION – 6:48 PM

Commissioner Robbins made a motion to go into closed session pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

OPEN SESSION – 7:21 PM

Commissioner Robbins made a motion to go back into open session. The motion was seconded by Commissioner Dawson and carried by unanimous vote.

Upon reconvening in open session, Mr. Gantt requested the board to consider amending the Personnel Policy to add the position of Assistant Town Manager. He said he will bring the job description and the amended pay classification schedule back to the board at the next meeting. Commissioner George made a motion to amend the Town of Burgaw Personnel Policy by adding the position of Assistant Town Manager. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

ADJOURNMENT

Commissioner Robbins made a motion to adjourn. The motion was seconded by Commissioner Harrell and carried by unanimous vote.

The meeting was adjourned at 7:25 PM.

Attest: _____
Kristin J. Wells, Town Clerk

G. Olivia Dawson, Mayor