

Regular Meeting Minutes of the Town of Highlands Board of Commissioners Meeting of December 17, 2020, via Zoom, Highlands, North Carolina

Town Board Present: Commissioner John Dotson, Commissioner Amy Patterson, Mayor Pro Tempore Donnie Calloway, Commissioner Brian Stiehler, Commissioner Marc Hehn and Mayor Pat Taylor

Also Present: Town Manager Josh Ward, Town Attorney Jay Coward, Finance Director Rebecca Shuler, Public Works Director Lamar Nix, MIS/GIS Director Matt Shuler, Police Chief Andrea Holland, Parks & Recreation Director Lester Norris, Planning & Development Director Assistant Michael Mathis and Town Clerk Gibby Shaheen

1. Meeting Called to Order

Mayor Taylor called the meeting to order at 7:04pm.

2. Public Comment Period

There were no comments.

3. Adjust and Approve the Agenda

MANAGER JOSH WARD ASKED TO ADD NUMBER 13 BUDGET AMENDMENT FOR THE WASTEWATER TREATMENT PLANT AND MOVE CLOSED SESSION UP TO NUMBER 14. COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE AGENDA WITH THE ADDITION, WHICH WAS SECONDED BY MAYOR PRO TEMPORE CALLOWAY AND THE VOTE WAS UNANIMOUS.

4. Approval of the November 19th, 2020, Regular Meeting Minutes

Commissioner Hehn asked for item number 8 in the minutes to reflect that he voted against the Reid Freeman Preliminary & Final Subdivision Plat Review.

COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE NOVEMBER 19TH, 2020, REGULAR MEETING MINUTES AS AMENDED, WHICH WAS SECONDED BY COMMISSIONER DOTSON AND THE VOTE WAS UNANIMOUS.

5. Reports

A. Mayor

Mayor Taylor announced the first shipment of COVID-19 vaccines should be received sometime next week and Director Tom Neal indicated front line workers would be first and then residents at Fidelia Eckerd.

Mayor Taylor reported the wildlife authorities would be stocking about 900 fish in Harris Lake with a limit of seven per day to be caught and kept, and a contribution would be received to improve the playground equipment at the park and would be recognized at the January meeting, Mayor Taylor thanked the donor.

B. Commissioners and Committee Reports

Commissioner Hehn wished everyone a Merry Christmas and reported that the Hospital was awarded 5 stars and was in the top 12% in the country, and had 25 current employment openings.

C. Town Manager

Town Manager Josh Ward announced the pool complex had been closed when it was informed of exposure of a positive COVID-19 case over the weekend. Ward had spoken with the Health Department and testing would begin for staff the next day.

Town Manager Josh Ward reported the Fire Department loan was on agenda for the LGC in December and something got mixed up and it was removed. BB&T extended the terms of the loan to January 15, 2021, the loan would be back on the agenda on January 5th, 2021 and we should be able to close January 8, 2021; the wetland impacts at the new

Fire Department property were approved and costs are \$11,027.00; Parker Paving had completed paving and did a great job; sidewalk repairs toward the school are started and sidewalk repairs at Reeves would begin after the first of the year; and some of the Planning Board members expressed an interest in some training after the first of the year to prepare to review the new community plan.

6. Consent Agenda

- Public Works Department
- Police Department
- Parks & Recreation Department
- Planning & Development Department
- Treasurer’s Report
- 2021 Holiday & Meeting Schedule



Agenda Item

Date: December 17, 2020
To: Mayor Patrick Taylor and Town Board of Commissioners
Prepared By: Gilberta B. Shaheen, Town Clerk
Subject: Meeting Schedule for 2021

Background:

According to NCGS §143-318.12 the board “shall cause a current copy of that schedule, showing the time and place of regular meetings, to be kept on file as follows: (4) For each other public body, with its clerk or secretary, or, if the public body does not have a clerk or secretary, with the clerk to the board of county commissioners in the county in which the public body normally hold its meetings.” Please note the Code of Highlands North Carolina Sec. 2-26 Regular Meetings lists out that the regular meeting of the mayor and the board of commissioners shall be held on the third Thursday of each month at 7:00pm, year-round at the community building unless otherwise designated by the board.

Recommendation:

Approve the following monthly regular meeting schedule for 2021 at the will of the Board.

<u>Month</u>	<u>Date</u>
January	21 st
February	18 th
March	18 th
April	15 th
May	20 th
June	17 th
July	15 th
August	19 th
September	16 th
October	21 st
November	18 th
December	16 th



Agenda Item

Date: Thursday, December 17, 2020
To: Mayor Patrick Taylor and Town Board of Commissioners
Prepared By: Gilberta B. Shaheen, Town Clerk
Subject: **Holiday Schedule for 2021**

Background:

The Town of Highlands Employee Personnel Manual sets forth that the Town Manager will prescribe holidays to be observed and also lists the following holidays: New Year's Day, Martin Luther King Day, Easter Friday (Good Friday), Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and the Day After, and Christmas -Two (2) Days as the Board of Commissioners designates. The state and county holiday schedules are also referenced. Annually the Board of Commissioners reviews and approves the dates on which the holidays will be observed.

Recommendation:

Approve the following observance dates for the approved holidays at will of Town Board of Commissioners.

<u>Holiday</u>	<u>Observance Date</u>	<u>Day of the Week</u>
New Year's Day	January 1, 2021	Friday
Martin Luther King Day	January 18, 2021	Monday
Good Friday	April 2, 2021	Friday
Memorial Day	May 31, 2021	Monday
Independence Day	July 5, 2021	Monday
Labor Day	September 6, 2021	Monday
Veteran's Day	November 11, 2021	Thursday
Thanksgiving	November 25 & 26, 2021	Thursday & Friday
Christmas	December 23 & 24, 2021	Thursday & Friday


 THE TOWN OF
HIGHLANDS
 2021 Calendar of Meetings/Holidays

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2 Town Board (3rd Thursday of each month @ 7:00 p.m.)
10 Planning Board (4th Monday of each month @ 5:30 p.m.)

8 Zoning Board of Adjustment (2nd Wednesday of each month @ 5:30 p.m.)
25 Holiday

COMMISSIONER DOTSON MADE A MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED, WHICH WAS SECONDED BY COMMISSIONER PATTERSON AND THE VOTE WAS UNANIMOUS.

7. Public Hearing:

Proceed with application to the Local Government Commission (LGC) for refinancing of the Fiber Construction Loan for the purpose of moving from a tax-exempt loan to a non-tax-exempt loan

A. Open Public Hearing

MAYOR PRO TEMPORE CALLOWAY MADE A MOTION TO OPEN THE PUBLIC HEARING ON THE APPLICATION TO THE LGC TO REFINANCE THE FIBER CONSTRUCTION LOAN TO MOVE FROM A TAX-EXEMPT LOAN TO A NON-TAX-EXEMPT LOAN AT 7:33PM, WHICH WAS SECONDED BY COMMISSIONER PATTERSON AND THE VOTE WAS UNANIMOUS.

B. Staff Comments/Recommendation

Town Manager Josh Ward stated originally the loan was tax exempt and the Town would be making a profit in year 4-5. Finance Director Rebecca Shuler discussed it with BB&T, and they weren't sure we needed to refinance but decided we should proceed with the refinance. The refinance will actually lower the annual rate and insure we keep in good standing, recommendation is to proceed to a non-exempt status loan.

C. Public Comments

There were no comments.

D. Close Public Hearing

COMMISSIONER STIEHLER MADE A MOTION TO CLOSE THE PUBLIC HEARING ON THE APPLICATION TO THE LGC TO REFINANCE THE FIBER CONSTRUCTION LOAN TO MOVE FROM A TAX-EXEMPT LOAN TO A NON-TAX-EXEMPT LOAN AT 7:35PM, WHICH WAS SECONDED BY COMMISSIONER DOTSON AND THE VOTE WAS UNANIMOUS.



**A Resolution Authorizing the Filing of
An Application for Approval of a Financing Agreement
Authorized by North Carolina General Statute §160-A-20
Resolution No. 2020-09-Res**

WHEREAS, the Board of Commissioners of the Town of Highlands, North Carolina desires to refinance the loan for the current fiber optic network (the “Project”) to better serve the citizens of Highlands; and

WHEREAS, The Board of Commissioners of the Town of Highlands desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Town of Highlands, North Carolina, meeting in regular meeting on the 17th day of December, 2020, make the following findings of fact:

1. The proposed contract is necessary or expedient to revise the status of the loan from tax-exempt to taxable.
2. The proposed contract is preferable to a bond issue for the same purpose because: (i) the cost of a special election necessary to approve a general obligation bond financing, as required by the laws of the State, would result in the expenditure of significant funds; (ii) the time required for a general obligation bond election would cause an unnecessary delay which would thereby decrease the financial benefits of the Project; and (iii) the cost of the proposed undertaking exceeds the amount that could prudently be raised from current available appropriations and unappropriated fund balances.
3. The cost of financing under the proposed contract is greater than the cost of issuing general obligation bonds. The Town has determined and hereby determines that the estimated cost of financing the Project pursuant to the Contract reasonably compares with an estimate of similar costs under a bond financing for the same undertaking as a result of the findings delineated in the above preambles.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose as the new financing terms are lower than the existing terms due to lowered interest rates.
5. The Board of Commissioners of the Town of Highlands’ debt management procedures and policies are good because past audit reports of the Town indicate that its debt management and contract obligation payment policies have been carried out in strict compliance with the law, and the Town has not been censured by the North Carolina Local Government Commission (the “LGC”), external auditors or any other regulatory agencies in connection with such debt management and contract obligation payment policies.
6. The Board of Commissioners of the Town of Highlands do not anticipate a future property tax increase to pay installment payments falling due under the Contract.
7. The Board of Commissioners of the Town of Highlands is not in default in any of its debt service obligations.
8. The attorney for Board of Commissioners of the Town of Highlands has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to act on behalf of the Board of Commissioners of the Town of Highlands in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

Upon motion duly made and seconded, the Resolution was unanimously adopted by the Board of Commissioners at a regularly scheduled meeting held on the 17th day of December, 2020.

This the 17th day of December, 2020.

Patrick L. Taylor, Mayor

ATTEST:

Gilberta B. Shaheen, Town Clerk



THE TOWN OF
HIGHLANDS
Resolution Approving Financing Terms
Resolution No. 2020-10-Res

WHEREAS, the Town of Highlands (“Borrower”) has previously determined to undertake a project for the financing of a fiber backbone (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Town hereby determines to finance the Project through Truist Bank (“Lender”), in accordance with the proposal dated November 4, 2020. The amount financed shall not exceed \$4,293,333.33 the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.90%, and the financing terms shall not exceed thirteen (13) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer’s satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer’s release of any Financing Document for delivery constituting conclusive evidence of such officer’s final approval of the Document’s final form.
4. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower’s official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be

advanced, from the Borrower's general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

5. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Upon motion duly made and seconded, the Resolution was unanimously adopted by the Board of Commissioners at a regularly scheduled meeting held on the 17th day of December, 2020.

This the 17th day of December, 2020.

Patrick L. Taylor, Mayor

ATTEST:

Gilberta B. Shaheen, Town

E. Council Action

Commissioner Hehn asked if the loan could be prepaid. Town Manager Josh Ward said it could be prepaid after 10 years.

COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE §160-A-20, RESOLUTION NO. 2020-09-RES WHICH WAS SECONDED BY COMMISSIONER STIEHLER AND THE VOTE WAS 4 TO 1 WITH COMMISSIONER HEHN OPPOSING.

COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE RESOLUTION APPROVING FINANCE TERMS, RESOLUTION NO. 2020-10-RES WHICH WAS SECONDED BY COMMISSIONER STIEHLER AND THE VOTE WAS 4 TO 1 WITH COMMISSIONER HEHN OPPOSING.

8. Betsy Bird – 555 Arnold Road Annexation Request



Agenda Item

Date: Thursday, December 17, 2020
To: Mayor Patrick Taylor and Town Board of Commissioners
Prepared By: Gilberta B. Shaheen, Town Clerk
Subject: **Voluntary Annexation**
Background:

At the November 19, 2020, regular Board of Commissioner's Meeting a Petition for Voluntary Annexation and survey from Betsy Bird was submitted to request annexation

into the town limits. The Board authorized me to proceed with the certification and steps to proceed with the voluntary annexation. As reflected on the attached Certificate of Sufficiency the findings are that it is contiguous with the town limits and is owned by Ms. Bird as Trustee. The petition will be presented at this month's Planning Board meeting on December 28, 2020.

Recommendation:

If the Board chooses to move forward with the voluntary annexation two Public Hearings need to be set for the regular board meeting on January 21st, 2021, one for the annexation and one for the zoning.



Certificate of Sufficiency

To the Board of Commissioners of the Town of Highlands, Highlands, North Carolina:

I, Gilberta B. Shaheen, Clerk of the Town of Highlands, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area proposed for annexation.
- b. The area described in the petition is contiguous to Highlands primary corporate limits, as defined by NCGS §160A-31.
- c. The petition is signed by and includes the address of the owner of real property lying in the area described therein.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Highlands, this 17th day of December, 2020.

Gilberta B. Shaheen, Town Clerk

COMMISSIONER PATTERSON MADE A MOTION TO SET A PUBLIC HEARING FOR THE ANNEXATION AND ZONING OF THE PROPERTY PRESENTED FOR THE NEXT REGULARLY SCHEDULED BOARD MEETING OF JANUARY 21, 2021, AT 7PM, WHICH WAS SECONDED BY COMMISSIONER HEHN AND THE VOTE WAS UNANIMOUS.

9. Fiber Construction Contract Change Orders

MIS/GIS Director Matt Shuler stated that TDC2's creating working sheets from the design and had an employee leave and there was an error in those plans not the design, which left a large monetary unit and that was acknowledged by TDC2. TDC2 needs to pay the difference back to Wide Open, but it needs to pay them through the town since it is the town's project.

COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE CHANGE ORDERS FOR THE FIBER BUILD OUT, WHICH WAS SECONDED BY COMMISSIONER DOTSON, AND THE VOTE WAS 4 TO 1 WITH COMMISSIONER HEHN OPPOSING.

TOWN OF HIGHLANDS BUDGET AMENDMENT
 AMENDMENT # _____

December 17, 2020

FROM: Gov't Capital Projects Fund



DEPARTMENT: Gov't Capital Project Dept.
 EXPLANATION: Reallocation and Recognition of Funds

Account	Description	Increase/Decrease	Debit	Credit
1. 11-8439-7110	Leg/Admin/Eng	Decrease	\$140,000.00	
11-8439-7100	Contract – Fiber Build Out	Increase		\$140,000.00
		Subtotal	\$140,000.00	\$140,000.00
		Totals	\$140,000.00	\$140,000.00

Approved by Town Manager

Action by Town Board

Approved and Entered on Minutes Dated

Finance Director

COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE BUDGET AMENDMENT FOR THE \$140,000.00 REALLOCATION AND RECOGNITION OF FUNDS CHANGE ORDERS FOR THE FIBER BUILD OUT, WHICH WAS SECONDED BY MAYOR PRO TEMPORE CALLOWAY, AND THE VOTE WAS 4 TO 1 WITH COMMISSIONER HEHN OPPOSING.

TOWN OF HIGHLANDS BUDGET AMENDMENT
 AMENDMENT # _____

December 17, 2020

FROM: Gov't Capital Projects Fund



DEPARTMENT: Gov't Capital Project Dept.
 EXPLANATION: Reallocation and Recognition of Funds

Account	Description	Increase/Decrease	Debit	Credit
1. 10-4310-0601	Misc. Income ~ Fiber	Increase with Payments:		
		December 2020		\$15,000.00
		January 2021		\$57,642.00
		February 2021		\$57,642.00
		March 2021		\$57,642.00
		April 2021		\$57,642.00
10-4100-9515	Transfer to Gov't Capital Projects Fund	Increase with Payments:		
		December 2020 – April 2021	\$245,567.40	
		Subtotal	\$245,567.40	\$245,567.40
2. 11-3900-0930	Transfer from General Fund	Increase		\$245,567.40
11-8439-7100	Contract – Fiber Build Out	Increase	\$245,567.40	
		Subtotal	\$245,567.40	\$245,567.40
		Totals	\$491,134.80	\$491,134.80

Approved by Town Manager

Action by Town Board

Approved and Entered on Minutes Dated

Finance Director

COMMISSIONER PATTERSON MADE A MOTION TO APPROVE THE BUDGET AMENDMENT THAT GIVES THE SPECIFIC PAYMENTS FOR THE FIBER BUILD OUT THROUGH APRIL 2021, WHICH WAS SECONDED BY COMMISSIONER STIEHLER, AND THE VOTE WAS 4 TO 1 WITH COMMISSIONER HEHN OPPOSING.

10. Laurel Street Alley Discussion

Public Works Director and Town Engineer Lamar Nix stated since the last meeting the Public Works Committee met and had discussions on how to proceed with the Laurel Street Alley and they suggested to move forward with the preparation of correcting the alley.

Commissioner Hehn requested to be excused from voting, and Town Attorney Jay Coward said the Board had to vote to recuse you from voting if there was a conflict.

TOWN OF HIGHLANDS BUDGET AMENDMENT
AMENDMENT # _____

November 17, 2020

FROM: General Fund



DEPARTMENT: Street Dept.
EXPLANATION: Construction of Laurel Street Alley

Account	Description	Increase/Decrease	Debit	Credit
1. 10-3100-0910	Fund Balance Appropriated	Increase		\$50,000.00
10-5600-7300	Capital Outlay/Other Improvement	Increase	\$50,000.00	
		Subtotal	\$50,000.00	\$50,000.00
		Totals	\$50,000.00	\$50,000.00

Approved by Town Manager

Action by Town Board

Approved and Entered on Minutes Dated

Finance Director

COMMISSIONER STIEHLER MADE A MOTION TO PURSUE THE PERMIT AND BUDGET AMENDMENT TRANSFER FROM THE GENERAL FUND BALANCE IN THE AMOUNT OF \$50,000 FOR THE CONSTRUCTION, WHICH WAS SECONDED BY COMMISSIONER PATTERSON, AND THE VOTE WAS 4 TO 1 WITH COMMISSIONER HEHN OPPOSING.

11. Mayor Pro Tempore Appointment Discussion

Mayor Taylor stated that in previous years the Mayor Pro Tempore Appointment was on a revolving schedule, but thought it should maybe be a voting process with an experienced Board member to serve a two-year term, and maybe begin it with the municipal elections and the Board could consider that change the beginning of next year. Mayor Taylor appointed Commissioner Amy Patterson to serve this year as Mayor Pro Tempore, and the Board agreed.

12. Pledge of Allegiance & Moment of Silence Discussion

Mayor Taylor stated Commissioner Hehn brought up the idea of the pledge of allegiance and moment of silence, discussion was held.

COMMISSIONER HEHN MADE A MOTION TO HAVE A MOMENT OF SILENCE AND PLEDGE AT OUR NEXT IN PERSON MEETING, WHICH WAS SECONDED BY COMMISSIONER DOTSON, AND THE VOTE WAS 3 TO 2 WITH COMMISSIONER PATTERSON AND STIEHLER OPPOSING.

13. Wastewater Treatment Plant Budget Amendment

Public Works Director and Town Engineer Lamar Nix stated the sewer plant had two tanks go down and repairs were needed. Nix continued the repairs would consist of draining the tanks and removing the sludge, pump it out, treat it and take to the landfill decanter. It is also a good time to clean, repair and do some maintenance while it's down.

TOWN OF HIGHLANDS BUDGET AMENDMENT
AMENDMENT # _____

November 17, 2020

FROM: Sewer Fund



DEPARTMENT: Sewer Dept.
EXPLANATION: Plant Repairs

Account	Description	Increase/Decrease	Debit	Credit
1. 31-3800-0910	Fund Balance Appropriated	Increase		\$100,000.00
31-8200-1600	Maint. & Repair – Equipment	Increase	\$100,000.00	
		Subtotal	\$100,000.00	\$100,000.00
		Totals	\$100,000.00	\$100,000.00

Approved by Town Manager

Action by Town Board

Approved and Entered on Minutes Dated

Finance Director

COMMISSIONER HEHN MADE A MOTION TO APPROVE THE BUDGET AMENDMENT, WHICH WAS SECONDED BY COMMISSIONER STIEHLER, AND THE VOTE WAS UNANIMOUS.

14. Closed Session: Pursuant to NCGS §143-318.11(a)(3) Attorney Client Privilege & NCGS §318.11(a)(4): Discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body to discuss the Fiber Lease Contract Negotiations

MAYOR PRO TEMPORE CALLOWAY MADE A MOTION TO GO INTO CLOSED SESSION PURSUANT TO NCGS §143-318.11(A)(3) ATTORNEY CLIENT PRIVILEGE AND NCGS §143-318.11(A)(4): DISCUSS MATTERS RELATING TO THE LOCATION OR EXPANSION OF INDUSTRIES OR OTHER BUSINESSES IN THE AREA SERVED BY THE PUBLIC BODY TO DISCUSS THE FIBER LEASE CONTRACT NEGOTIATIONS AT 8:12PM, WHICH WAS SECONDED BY COMMISSIONER PATTERSON AND THE VOTE WAS UNANIMOUS.

ONCE DISCUSSION WAS HELD, COMMISSIONER PATTERSON MADE A MOTION TO GO BACK INTO OPEN SESSION AT 9:01PM, WHICH WAS SECONDED BY COMMISSIONER STIEHLER AND THE VOTE WAS UNANIMOUS.

15. Adjournment

AS THERE WERE NO FURTHER MATTERS TO COME BEFORE THE BOARD OF COMMISSIONERS, MAYOR PRO TEMPORE CALLOWAY MOVED TO ADJOURN WHICH WAS SECONDED BY COMMISSIONER STIEHLER AND UPON A UNANIMOUS VOTE, THE TOWN BOARD ADJOURNED AT 9:01PM.

Patrick Taylor
Mayor

Gilberta B. Shaheen
Town Clerk