

## **REGULAR MEETING OF THE TOWN BOARD OF COMMISSIONERS OF FEBRUARY 16, 2011**

Town Board Present: Mayor David Wilkes, Vice Mayor John Dotson, Commissioner Amy Patterson, Commissioner Larry Rogers and Commissioner Dennis DeWolf. Commissioner Gary Drake was not present.

Also Present: Town Manager Jim Fatland, Police Chief Bill Harrell, Town Engineer Lamar Nix, Interim Town Planner Mark Maxwell, Town Attorney William Coward and Recording Secretary Jane Capman.

### **1. Call to order**

Mayor David Wilkes called the meeting to order at 7:00 p.m.

### **2. Public Comments**

There were no public comments.

### **3. Approve Agenda**

Town Manager Jim Fatland advised that item 9 (Streetscape Improvements at 4<sup>th</sup> and Main) was approved at the 4:00 p.m. meeting.

As there were no further changes to the Agenda, Commissioner Amy Patterson moved to approve the Agenda, was seconded by Vice Mayor John Dotson and was unanimously approved.

### **4. Approve Minutes of February 2, 2011; January 19, 2011 4:00 PM Meeting**

#### **Minutes of February 2, 2011**

The Minutes of February 2, 2011 are revised as follows: Section 6, Public Hearing: Public Hearing: Revision to Town Ordinances for Consistency with Town Charter for Council-Manager Form of Government, paragraph 20, second sentence is revised to read as follows:

Commissioner Patterson read aloud each statute and stated that it is the council that makes the changes to positions, offices and not the Town Manager and further stated that law clearly states that it is the council who "prescribes compensation".

Section 8, Audit Contract for FY Ending June 30, 2011, Section entitled Preparation of the annual financial statements is revised to show \$5,375 plus printing costs.

Commissioner Dennis DeWolf moved to approve the Minutes, as amended, of February 2, 2011, was seconded by Commissioner Amy Patterson and was unanimously approved.

#### **Approve Minutes of January 19, 2011 4:00 PM Meeting**

Vice Mayor John Dotson moved to approve the Minutes of January 19, 2011 (4 PM Meeting), was seconded by Commissioner Dennis DeWolf and was unanimously

approved.

## **5. Reports**

### **A. Mayor**

There was no Mayoral report.

### **B. Commissioners**

There were no Commissioner reports.

### **C. Committees**

The Sustainability Committee gave its report.

The Finance Committee gave its report.

Mayor Wilkes advised that a new event is being added to the scholarship fundraising efforts. The town will host the First Annual Three River Fly Fishing Tournament in May.

Commissioner DeWolf, discussing the PAC, advised that he is impressed with their sense of direction and the sponsorship of events.

The Business Committee gave its report.

### **D. Town Manager**

Town Manager Jim Fatland discussed the sales tax revenue and being on target with last year. Mr. Fatland also advised that the Non-Profit Funding Applications were due by April 1, 2011. Also discussed was the Animal Control Ordinance, which will be placed on the March agenda.

Mr. Fatland further advised that as to the hiring of the Town Planner, seven candidates had already been interviewed and a time will be set for further interviews of the top candidates.

## **6. Consent Agenda**

- a. Public Services Department
- b. Police Department
- c. Parks & Recreation Department
- d. Planning & Zoning Department
- e. Fire Department Annual Report
- f. Treasurer's Report for Month Ended January 31, 2011
- g. Monthly Calendar
- h. Grant Status Report

Commissioner Dennis DeWolf moved to approve the Consent Agenda, was seconded by Vice Mayor John Dotson and was unanimously approved.

## **7. Proposed Fire Department By-Law Changes**

There was little discussion to the proposed changes to the by-laws.

Commissioner Amy Patterson moved to approve the Fire Department By-Law Changes as presented, was seconded by Commissioner Dennis DeWolf and was unanimously approved.

Town Attorney William Coward advised that the Fire Protection and Prevention Ordinance should be reviewed as the same was last updated in 1982. The review would not have an effect on the By-Laws. The Town Board directed the Town Attorney to start such review.

**8. Highlands Motoring Festival—Request to Close Pine Street July 16, 2011**

Knight Martorell addressed the Town Board and advised that this year the festival will benefit the Humane Society and the event has been expanded to three days in order to make it more of a family event, but the car show will only be for one day. Pine Street will only be closed for that one day.

Vice Mayor John Dotson moved to approve the request to close Pine Street for the Highlands Motoring Festival on July 16, 2011, was seconded by Commissioner Larry Rogers and was unanimously approved.

**9. Streetscape Improvements at 4<sup>th</sup> & Main**

As previously advised by the Town Manager, the items was pulled as the same was approved at the 4:00 p.m. meeting held earlier in the day.

**10. FY11 Budget Amendment**

Town Manager Jim Fatland advised that all budget amendments will be brought before the Board on a quarterly basis.

Commissioner Amy Patterson moved to approve the FY11 Budget Amendment, was seconded by Commissioner Larry Rogers and was unanimously approved.

**11. Adjourn**

As there were no further matters to come before the Board of Commissioners, Commissioner Amy Patterson moved to adjourn, was seconded by Commissioner Larry Rogers and the Town Board adjourned at 7:20 p.m.

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James R. Fatland  
Town Manager

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Jane J. Capman  
Recording Secretary

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David Wilkes  
Mayor