



# TOWN COUNCIL MINUTES

## REGULAR MEETING

**March 23, 2015 @ 6:30 p.m., or  
soon thereafter**

The Kure Beach Town Council held their regular meeting on Monday, March 23, 2015 at 6:30 p.m. The Town Attorney was present and there was a quorum of Council present.

## COUNCIL MEMBERS PRESENT

Mayor Dean Lambeth  
Mayor Pro Tem (MPT) Craig Bloszinsky  
Commissioner Emilie Swearingen  
Commissioner David Heglar  
Commissioner Steve Pagley

## STAFF PRESENT

Finance Officer Arlen Copenhaver  
Building Inspector John Batson  
Fire Chief Harold Heglar  
Town Clerk Nancy Avery  
Deputy Town Clerk Nancy Hewitt

## CALL TO ORDER AND WELCOME

Mayor Lambeth called the meeting to order at 6:30 p.m., Reverend Thomas Williams delivered the invocation and the Mayor led everyone in the Pledge of Allegiance.

## APPROVAL OF CONSENT AGENDA ITEMS

1. Appoint Kathleen Zielinski as an alternate member on the Community Center Committee.
2. Renew three-year term for Bryant Bass on the Board of Adjustment.
3. Renew five-year term for Alan Votta on the Planning and Zoning Commission.
4. Approve TDA Application for Funding for expenses incurred at the 2014 Christmas Show in the amount of \$3,300.
5. Approve TDA Application for Funding for the 2014 Free Summer Concert Series sponsored by Kure Beach for \$8,800.
6. Approve Budget Amendment 15-05 for loan proceeds received by BB&T for the purchase and financing of vacant lots bought by the Town (334 S. 4<sup>th</sup> Avenue, and 402 & 406 H Avenues) in the amount of \$409,471.
7. Surplus Property Report – Calendar Year 2014
8. Building Inspections Report – February 2015
9. Fire Department Report – February 2015
10. YTD Finance Report
11. Approve Meeting Minutes:
  - February 17, 2015 regular



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MOTION – Commissioner Heglar made the motion to adopt the Consent Agenda Items, as presented.

SECOND – Commissioner Pagley

VOTE – Unanimous

Budget Amendment 15-05 is herein incorporated as part of these minutes.

## ADOPTION OF THE AGENDA

Commissioner Heglar asked to amend the agenda by adding “KB and CB Sewer Authority Update” as Item 2 under New Business.

MOTION – Commissioner Swearingen made the motion to adopt the agenda, as amended.

SECOND – MPT Bloszinsky

VOTE – Unanimous

## PERSONS TO ADDRESS COUNCIL

The Mayor asked that Mr. Allo be allowed to address Council before the scheduled presentation, due to extenuating circumstances.

Charlie Allo, 954 S. Fort Fisher Boulevard

Mr. Allo presented Council with a recommendation from the Citizens Advisory Group (CAG) about possibly getting involved with Carolina Beach’s bike path. He said that the information put together by the group was done on very short notice and there were a lot of pre-conceived concepts which, he has discovered, don’t match up with reality. He recommends at this time that Council be careful about getting involved with this.

## DISCUSSION AND CONSIDERATION OF PRESENTATIONS TO COUNCIL

1. Bethany Windle and John Ellen – Draft project list for the Wilmington Metropolitan Planning Organization’s (WMPO) draft Cape Fear Transportation 2040 proposal  
Ms. Windle said she is an Associate Transportation Planner with the WMPO, and she introduced John Ellen who represents Kure Beach on the WMPO’s Citizens Advisory Committee. She said from April 1<sup>st</sup> through April 30<sup>th</sup>, the WMPO will be holding Open Houses throughout the region and will also have a survey on the Cape Fear Transportation 2040 website on which the public can give feedback. The following points were made:

- Planning is due to be completed in December 2015.
- Modes of transportation projects being presented are aviation, bicycle and pedestrian, ferry, freight/rail, mass transportation and roadways.
- All of the maps and details of the projects will be presented in draft form on the website and at the Open Houses.



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- Each project will still have to go to the Technical Advisory Committee for approval before anything is started.
- The list was prioritized according to budget constraints.
- There is still plenty of time to suggest additional projects and suggest how to prioritize the currently listed projects.
- An Open House will be held at Carolina Beach Town Hall on Tuesday, April 14 from 4:00-6:00 p.m.

After Commissioner Swearingen asked Ms. Windle if there was any talk about adding Shallow Draft Navigable Inlets to the project list, since the State of North Carolina recognizes inlets as highways, Ms. Windle encouraged her to suggest that during the Open House phase as an operations and maintenance project, but the plan's funding will only be used for Capital Improvement projects for things like water vessels.

## PERSONS TO ADDRESS COUNCIL, CONTINUED

Stewart Pittman, 637 N. Fort Fisher Boulevard

Mr. Pittman showed a schematic of the landscape plan for the Sea View Townhome project stating that they are using the same person who designed Seawatch's landscape to keep the look similar. He explained that the walkway shown on the schematic going out to Fort Fisher Boulevard doesn't lead to an official DOT crosswalk. He also showed pictures of what the homes will look like with different roof lines. He said all of the homes will measure 2,250 square feet and have garage doors.

## DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

### 1. Planning & Zoning (P&Z) Commission

- a. Chairperson Craig Galbraith reported that 13 people, mostly realtors, spoke out against the subject of requiring Short Term Rental Certificates for rental properties during P&Z's Special meeting in March. He said that only one resident was for the proposal and one was lukewarm about it. He said P&Z's attorney said the Town is restricted from doing this, according to certain NC Statutes, so they tabled the item. Mr. Galbraith concluded that anything regarding the proposal that is brought before Council will be well vetted and well thought out by the commission before it is presented. The subject will be talked about again at their next meeting in April.
- b. Mr. Galbraith said that Council also had requested they work on an ordinance about parking along Route 421. He said they held a special meeting on that issue to receive input from the public. He said their findings were: 1) the Town has a lot of flexibility on what the DOT is willing to do along Route 421 at the Town's request and, 2) there aren't a lot of ordinances restricting parking on residential streets. He said that P&Z feels they've gone as far as they can go on the subject, due to a general opinion



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from the parking committee and others that a strategic plan related to parking can't be developed until the Council gives more guidance regarding any plans for paid parking, permitted parking, short term parking and restricted parking on residential streets. He said that P&Z doesn't have the skill to go much further and recommended that strategic planning be given to the existing parking committee or to establish a separate committee to address this issue.

Commissioner Heglar asked if P&Z was basically saying that there's nothing they can recommend to meet Council's request to regulate parking along Route 421.

Mr. Galbraith said that it became a bigger issue than just parking along Route 421 once other factors were taken into consideration. He said they understand they can restrict parking along Route 421, but as parking is restricted there it will push the problem back to the residential streets. He said if P&Z recommends eliminating parking on Route 421, then it may raise a whole new set of ordinances for residential parking. He added that the issue of "parking" isn't within P&Z's expertise.

Commissioner Swearingen said that the biggest thing she has gotten from the people who live in Kure Beach is that they want Council to seriously look at where they want the Town to be about 5 to 20 years from now and how it should get there; whether they don't mind the influx of visitors and allowing free parking everywhere, or whether they do mind it. She said this doesn't just concern parking but many other things including the anticipated impact on Fire and Police. She said that the committee members need direction from Council, instead of just being asked by Council to come up with something with no clear vision. She said she hates to see committees spending months trying to come up with a plan Council will approve, only to have it declined because it wasn't anything Council would even consider.

c. Interview applicants to fill one vacancy on P&Z Commission

• William (Bill) Moore

Mr. Moore introduced himself and said he has owned property in Ocean Dunes for 23 years and moved to Kure Beach full time a year ago; he is a member of the Citizens Advisory Group; he is the president of Ocean Dunes HOA; he is a retired high school principal and a retired lieutenant colonel in the U.S. Army Reserve. He said he has been involved in logistics throughout his military service and has served on the planning board for Edenton, NC. He would like to use his expertise and leadership by serving on the commission. He said he gave a presentation at the last P&Z meeting. He wants to keep the 35 foot height limit.



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- **Kenneth Richardson**

Mr. Richardson said he has lived in Kure Beach for five years, served on the Kure Keys HOA for three years and was their HOA President for one year. He said he worked for the Department of Energy where he was in charge of planning and production of many projects. He said the DOE was like a small city in itself where they had a fire, police and utility department. He said if they planned anything, they had to look at the whole process and all of the ins and outs. He said he wants to serve on P&Z to figure out what the Town wants to be in the future; he would like to see it stay residential. He wants to keep the 35 foot height limit.

Council gave their consensus on which candidate would be best suited, as follows:

- MPT Bloszinsky leaned toward Mr. Moore who is a member of the Citizens Advisory Group and has also attended meetings where he isn't even a member, which demonstrates his interest in the Town.
- Commissioner Swearingen said she likes Mr. Richardson because he has background working in a large Federal agency that is pretty much like a small city, giving him experience in trying to balance ideas with requirements.
- Commissioner Pagley said he liked Mr. Moore's answers the most.
- Mayor Lambeth said he would have to go with Mr. Moore.
- Commissioner Heglar said he likes both candidates: Mr. Moore for his military background and Mr. Richardson because he has lived in Kure Beach for five years.

MOTION – Commissioner Pagley made the motion to appoint William Moore as a member of the Planning and Zoning Commission.

SECOND – Commissioner Heglar

VOTE PASSED 4 to 1, as follows: Mayor Lambeth, MPT Bloszinsky and Commissioners Heglar and Pagley FOR, Commissioner Swearingen AGAINST

Commissioner Pagley asked why Mr. Richardson couldn't be made an alternate on the commission. He said that the commission is very important, and he doesn't think it's good for them to sit with an empty seat if someone resigns. He said if someone leaves, the alternate can step right into that seat the very next month to fill the gap.

MOTION – Commissioner Pagley made the motion to have the Town Attorney work with staff to amend the Town's ordinance to add an alternate member position on the Planning and Zoning Commission, to be presented for Council approval at their April meeting.

SECOND – Commissioner Swearingen

VOTE – Unanimous



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MOTION – Commissioner Pagley made the motion to automatically appoint Kenneth Richardson as an alternate member on the Planning and Zoning Commission, if Council adopts the amended ordinance to add an alternate member position to the commission.

SECOND – Commissioner Swearingen

VOTE – Unanimous

### 2. Shoreline Access, Beach Protection & Parking Committee

- a. Approval to pay \$470.80 for three signs for the Beach Sweep from the Committee Budget.

Chairperson Tony Gonsalves said that the three banners he wants to order have “2<sup>nd</sup> Saturday in April” printed on them, so they can be used year after year. He said two of the signs will be posted at the entrances to Kure Beach on Dow Road and on Fort Fisher Boulevard, and the third sign will be posted near the Kure Beach Fishing Pier. He said that they need the signs so that people who don’t have computers or receive emails will know about the event.

Commissioner Swearingen questioned if it was wise to advertise the event too much; she is afraid there will be too many people at the event and they will trample the dunes.

Mr. Gonsalves reassured her that the more help they can get, the better it will be. He said that people will be given instructions on which parts of the beach to clean and there shouldn’t be any damage to the dunes.

MOTION – Commissioner Heglar made the motion to approve spending \$470.80 to pay for three Beach Sweep signs out of the Committee budget.

SECOND – Commissioner Pagley

VOTE PASSED 4 to 1, as follows: Mayor Lambeth, MPT Bloszinsky and Commissioners Heglar and Pagley FOR, Commissioner Swearingen AGAINST

## DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

### 1. Administration and Recreation Department

- a. Cell Tower Lease Renewal

The Town Clerk asked Council to approve renewing the Cell Tower lease for the tower located behind Town Hall. She said we are currently on the fourth amendment to the lease which started in 1998, and it will expire April 30, 2016. She said the fifth amendment to the lease has the Town getting a three percent increase, per year, just like the current lease. The new lease will begin May 1, 2016.

MOTION – Commissioner Heglar made the motion to approve renewing the Cell Tower lease with Crown Castle/AT&T, as presented.





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SECOND – Commissioner Pagley  
VOTE – Unanimous

b. Crosswalks on Route 421

The Town Clerk said she received a call from Pat Edgecomb with the Kure By The Sea (KBTS) HOA, who stated they have been trying to get a DOT crosswalk along Fort Fisher Boulevard at the Sealane Way intersection, but the DOT turned them down even though they were willing to pay for it. She said there is a crosswalk located at Kure Village Way that Kure Village HOA doesn't want. KBTS HOA asked if Council would approve them getting the crosswalk that Kure Village HOA doesn't want. The Town Clerk said she spoke with the DOT, and they will do whatever Council wants them to do. She recommended switching the crosswalks now, before the DOT starts painting the newly paved road.

Mr. Gonsalves said all 11 members of the SLABP&P Committee are against moving the crosswalk because it is a very difficult process to go through with the DOT.

Commissioner Swearingen said it seems the Town Clerk has already worked it out with the DOT.

Discussion ensued about the safety of crosswalks on Fort Fisher Boulevard and that the Kure Village Way crosswalk leads right to the HOA's private beach access.

Town Clerk Avery said that there are two HOAs in agreement with what they'd like to do; one would like to have one and one would like to get rid of one.

Stating that KBTS HOA's crosswalk installation request is a separate issue, Commissioner Swearingen made the motion to approve Kure Village HOA's request to remove the crosswalk at Kure Village Way. The motion died for lack of a second.

Commissioner Heglar said Council should decide where a new crosswalk should go, if it is going to remove the one at Kure Village Way.

Council discussed which location would be best served by having a crosswalk.

Mr. L.J. Hecht of 209 Sealane Way said that the KBTS HOA would like to have the crosswalk at Sealane Way because there are several families with young children; these families would benefit from having a crosswalk there.

MOTION – Commissioner Swearingen made the motion to authorize the DOT to install a crosswalk at Sealane Way and to remove the crosswalk at Kure Village Way.



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SECOND – Commissioner Heglar  
VOTE – Unanimous

c. Proposed On the Job Training (OJT) policy

Commissioner Heglar commended the Town Clerk and Finance Officer for doing an excellent job on the proposed policies. He said that the OJT policy and the Tuition Reimbursement policy strike a good balance with each other. He said he liked that the proposed OJT policy requires two years of service in return for financial help from the Town, or the individual would be required to pay the Town back.

Commissioner Swearingen said it's a little confusing that education is talked about in both of the policies. She suggested that the OJT and Tuition Reimbursement policies be combined, or that education and OJT should be separated. She suggested that employees should have to serve two years for every year their full tuition is paid.

Commissioner Heglar said that the two policies, OJT and Tuition Reimbursement, are separated by IRS rules and proceeded to explain the different tax reporting requirements for both: if a fireman goes to fire school and Council says it is part of the job, the Town pays for it and the IRS doesn't have to get involved; if Council sends them to get an MBA, but it's not required for their job, the Finance Officer has to report that to the IRS and the employee is liable for the taxes.

MOTION – Commissioner Heglar made the motion to table discussion and consideration of the proposed On the Job Training and Certification policy until the April Council meeting and, in the meantime, Council is to provide written feedback on the proposals to the Town Clerk and Finance Officer within a week and a half.

SECOND – MPT Bloszinsky  
VOTE – Unanimous

d. Proposed Revision to Tuition Reimbursement policy

Town Clerk Avery recommended increasing tuition reimbursement from \$500 per year to \$1,200 per year, after researching the tuition reimbursement policies of other local towns. She said that tuition reimbursement is considered a benefit and is subject to IRS taxes.

MOTION – Commissioner Heglar made the motion to table discussion and consideration of the proposed Tuition Reimbursement Policy until the April Council meeting and, in the meantime, Council is to provide written feedback on the proposal to the Town Clerk and Finance Officer within a week and a half.

SECOND – MPT Bloszinsky  
VOTE – Unanimous





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### DISCUSSION AND CONSIDERATION OF OLD BUSINESS

#### 1. Beachwalk and Kure Dunes Stormwater

Commissioner Heglar said the next meeting with the two HOA's will be held next Tuesday night. He said he emailed information with seven different options to Council, and he asked them to give him their list of the pros and cons by this coming Friday.

#### 2. Revised Town Clerk and Finance Officer Job Descriptions

Town Clerk Avery began to review the revised job descriptions until Council decided they needed more time to review the information.

**MOTION** – Commissioner Swearingen made the motion to table discussion and consideration of the revised Finance Officer job description until the April Council meeting, at which time Council will decide. Council members will give feedback to the Town Clerk by March 31<sup>st</sup> with their changes and questions.

**SECOND** – Commissioner Heglar

**VOTE** – Unanimous

**MOTION** – Commissioner Heglar made the motion to table discussion and consideration of the revised Town Clerk job description until the April Council meeting, at which time Council will decide. Council members will give feedback to the Town Clerk by March 31<sup>st</sup> with their changes and/or questions.

**SECOND** – MPT Bloszinsky

**VOTE** – Unanimous

#### 3. Appoint Council liaison to Finance Department

Mayor Lambeth appointed Commissioner Pagley to serve as Council Liaison to the Finance Department.

#### 4. Expiration of leased parking lot on Fort Fisher Boulevard

MPT Bloszinsky said that the Town is at the end of the lease for the downtown parking area along Fort Fisher Boulevard. He reminded Council that the Town leased property last year to establish a temporary, free parking area for visitors, and he asked Council if they wanted to extend the lease to have the parking area again.

**CONSENSUS** – Council directed MPT Bloszinsky to talk to Public Works Director Beeker, Police Chief Dennis Cooper, the Shoreline Access, Beach Protection and Parking Committee, and the owner of the leased property on Fort Fisher Boulevard. He is to bring the information back to the April Council meeting for further discussion and consideration.

The Finance Officer added that the Town spent about \$3,500 to establish and maintain the temporary parking area last year, in addition to the actual lease payment.



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### DISCUSSION AND CONSIDERATION OF NEW BUSINESS

#### 1. Coastal “Static Line”

MPT Bloszinsky said he wanted to address this because the Coastal Resources Commission (CRC), is proposing “developed lines” based on specific communities. He wanted Council to see the map for Kure Beach, see where the Static Line is now to see what the impact would be on potential property loss.

Building Inspector Batson explained that, currently, coastal North Carolina has what is called a “Static Line” that CAMA created based on previous erosion rates and storms; this line never moves unless there’s a catastrophic storm. He said that the CRC is talking about creating a “Development Line.” He said the proposal may or may not become a rule but, if it does, these will be the options to choose from regarding building along the coast line.

- Towns that don’t get large scale beach nourishment projects are required to abide by the Static Line setback that is currently in place.
- Apply for a “Static Line Exception” which is a rule that was put into place five years ago which allows development closer to the ocean. When it became a rule, there was a stipulation that the dwelling could be no larger than 2,500 square feet and it had to be located no closer to the ocean than the dwellings on both sides of it. At that time, the Building Inspector recommended that Council not choose this route because he couldn’t find any properties that would be better off with this exception and it would have cost the Town \$10,000 to go through the process. Now, however, the requirements have been modified including the maximum square footage stipulation.
- If the “Development Line” rule passes, the Town could delineate a line that is specific to Kure Beach, which CAMA would have to approve; this would entail having the properties surveyed or pulling information from GIS maps.

Inspector Batson recommended that Council wait to see if the Development Line rule is approved before deciding which way to go. He said that the Town could apply for the Static Line Exception, and potentially create a benefit to its ocean front properties. He said there are also other new regulations coming down the line such as new flood plain mapping that positively affects most Kure Beach properties, but if property owners decided to move their dwellings closer to the ocean, it could have a negative impact. He proceeded to showed Council a current aerial view of the Static Line along the Kure Beach strand and explained how houses could build up to a certain line with the Static Line Exception.

Commissioner Swearingen mentioned there are “wetlands” regulations that the EPA established and Congress hasn’t stopped. She said there’s going to be a public hearing next month regarding this issue and, unless Congress stops this regulation, they will be implemented by July 2015. She said that although Kure Beach doesn’t have any wetlands right now, they are revamping the definition of it which would include any open ditches like



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the ones near Trout Lane. She said if someone wants to build or renovate a home where a wetland exists, the Building Inspector would have to require the land owner present specific information in order to issue a permit. She said that one requirement may be to have a review of the property by the Corps of Engineers.

### 2. KB & CB Sewer Authority to New Business

Commissioner Heglar said that he, Mayor Lambeth, Public Works Director Beeker and Finance Officer Copenhaver met with Carolina Beach's Mayor Pro Tem Pierce and Commissioner Shuttleworth for the Sewer Authority annual review. He said that, last year, Kure Beach got about \$400,000 back from Carolina Beach due to an overpayment, but this year Kure Beach owes Carolina Beach \$42,750.78 due to increased fees and flow rates. He said that while Carolina Beach's flows went down, Kure Beach's flows went up. He explained that the changes in the rates are as follows: the Variable Cost increased to \$78.87 per 1,000 gallons, the Fixed Cost increased to \$9,705.17 per month, and the Capital Recovery Cost increased to \$3,746.25 per month.

He said that Public Works Director Beeker will bring the cost of Capital Improvement to Kure Beach's sewer system to the budget planning process in April so the Town can divert more flows to its own sewer pond.

MOTION – Commissioner Heglar made the motion to approve the adjusted rates of the Carolina Beach/Kure Beach Sewer Authority, as follows: Variable Costs, \$78.87 per 1,000 gallons; Fixed Costs, \$9,705.17 per month; and Capital Recovery, \$3,746.25 per month.

SECOND – MPT Bloszinsky

VOTE – Unanimous

## COMMISSIONER ITEMS

Mayor Lambeth

### 1. Tourism Development Authority (TDA) distribution status

Mayor Lambeth said that he, Carolina Beach Mayor Wilcox, Wilmington Mayor Saffo and Kim Hufham from the TDA met. He said that they would like to present a letter to the TDA at their meeting this Wednesday that lets each beach town take up to 20 percent of the rollover funds to park in a fund that the TDA is in charge of for up to five years. After that, the rollover funds will actually become available to the Marketing Committee. The reason is that, if we have a catastrophic storm, we won't have enough marketing money to get Kure Beach "back on the map," as far as advertising goes. He said that this applies to the new budget year and we are going along with what Carolina Beach is doing. He asked Council to adopt the wording that Carolina Beach's Town attorney put together and use it for Kure Beach, as well.



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MOTION – Commissioner Heglar made the motion to send a letter to the TDA regarding distribution of 20% of the rollover funds; the letter is to be according to the one proposed by the Town of Carolina Beach.

SECOND – Commissioner Swearingen

VOTE – Unanimous

### 2. Update on status of paving 421

Mayor Lambeth said that the paving on Route 421 is finished and the next step is to finish painting the lines on the street, including the crosswalk lines.

### 3. Improvements at Town Hall

Mayor Lambeth pointed out the new color scheme in the Council Room and said the Town Clerk is working on getting a new Town logo put on the wall behind the Council dais.

## CLOSED SESSION

MOTION – Commissioner Heglar made the motion to go into Closed Session to discuss a personnel matter, per N.C.G.S. 143-318.11.

SECOND – Commissioner Pagley

VOTE – Unanimous

MOTION – Commissioner Heglar made the motion to return to open session at 9:10 p.m.

SECOND – Commissioner Pagley

VOTE – Unanimous

Commissioner Heglar stated that Council discussed a request from retiring employee Dennis Ebersole to consider his volunteer time in order to meet the 15-year service requirement policy of the Town so that the Town would agree to pay 50% of his health (medical, dental, vision) insurance. He also stated that the Town had made changes to the health policy that were detrimental to Mr. Ebersole.

MOTION – Commissioner Heglar made the motion to make an exception to the Retiree Health Insurance policy to accept volunteer service, along with paid service, for Mr. Ebersole to qualify to have the Town pay 50% of his health (medical, dental, vision) insurance benefits, until either he becomes eligible for Medicare or obtains employment with health insurance coverage.

SECOND – MPT Bloszinsky

VOTE – Unanimous

## ADJOURNMENT

MOTION – Commissioner Heglar made the motion adjourn.

BUDGET AMENDMENT  
FISCAL YEAR ENDING JUNE 30, 2015  
AMENDMENT DATE: 03/23/2015

Budget Amendment No.: 15-05

DESCRIPTION/PURPOSE OF AMENDMENT

At the 01/20/15 Town Council meeting, Council approved financing the purchase of three vacant lots (334 S. 4<sup>th</sup> Ave., 402 H Ave. & 406 H Ave.). The financing is to reimburse the Town for paying cash for 334 S. 4<sup>th</sup> Ave. on 12/11/14 (\$114,326.55) and to finance the purchase of 402 and 406 H Ave. (\$280,000 plus closing costs). The purpose of this amendment is to record the loan proceeds, replenish the Contingency account and record the additional capital outlay.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
10-320-00-00	Loan Proceeds		\$409,471
10-420-74-00	Capital Outlay	\$294,471	
10-490-00-00	General Fund Contingency	\$115,000	

NOTE: (a) Budget Officer may transfer between line item expenditures without limitation and without a report being required up to \$10,000 at any one time. (b) The Budget Officer may transfer amounts within departments and of the same fund and reported as part of the financial statements. He/She shall make an official report immediately to Council on such transfers. (c) The Budget Officer may not transfer amounts between funds without prior Council action.

Requested By: Arlen Copenhaver, Finance/Budget Officer Date: 03/23/15

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 03/23/15

(Copies of actions/directives from Council Meeting to be attached, if required as per NOTE above).



Approved by Council 03/23/15 [Signature] Dean Lambeth, Mayor

[Signature] Nancy Avery, Town Clerk



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SECOND – MPT Bloszinsky  
VOTE – Unanimous

The meeting adjourned at 9:11 p.m.

Dean Lambeth, Mayor



Nancy Hewitt, Deputy Town Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. Persons wishing to hear the recording of this meeting may request to do so by contacting the Town Clerk.