



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, MARCH 21, 2017 – 7:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, March 21, 2017 at 7:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem John Fletcher; Commissioners H. Ashley Royal, Peter Freer, Kim Isenhour and Ken Kyser; Town Manager David W. Hewett; Town Clerk Heather Finnell; Police Chief Wally Layne; Building Official Tim Evans; Zoning/ CAMA Official Rhonda Wooten; Shoreline Protection and Recreation Manager Christy Ferguson; Fiscal Operation Clerks Margaret Lancaster and Mandy Lockner; and Town Attorney Noel Fox.

Mayor Holden asked for a moment of silence and then called the meeting to order.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion by Commissioner Royal to approve the agenda as presented; second by Commissioner Freer; approved by unanimous vote.

APPROVAL OF MINUTES

Motion by Commissioner Royal to approve the minutes of the Regular Meeting of February 21, 2017; second by Mayor Pro Tem Fletcher; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

No comments were made.

POLICE REPORT – CHIEF WALLY LAYNE

- Had a five week lull in the break-in situation. This week we had two additional break-ins. One on Scotch Bonnet and one at the last house on the east end. Otherwise things are fairly quiet.
- Thinks the \$17 million we put on the beach will mean a busier than normal season. Prepare yourself for an early season.
- Car break-in season is coming. Don't leave valuables in your car. Make sure you lock your cars. Would be beneficial for everyone to help get the word out.

- Commissioner Royal asked how they determined when the break-ins occurred. Chief Layne explained how they narrowed down the time period of the break-ins.
- Commissioner Kyser asked if any cars were physically broken into. Chief Layne responded they are always unlocked and valuables are left out. Warned people to not be a volunteer victim.

BEACH AMBASSADOR PROGRAM RECOMMENDATION – PEGGY SCHIAVONE, CHAIR OF THE PARKS & RECREATION ADVISORY BOARD/ DISCUSSION AND ACTION ON RECOMMENDATION

Peggy Schiavone explained that the Parks & Recreation Advisory Board (PRAB) met as a board to hear a presentation from Oak Island about their beach ambassador program. Their program has all volunteers that have specific times to walk the beach in the summer, greet people and encourage people to follow the rules. The PRAB met again on February 22nd and discussed the pros and cons of the program. Ms. Schiavone reviewed their list. Their recommendation is to go back to the Police Department and see if they can find a second officer to patrol the beach.

Town Manager Hewett said he would like to take it in a different direction; if this is a service the Board wants to put forward he would like to take it in a marketing direction, based in code enforcement. He suggested establishing part-time seasonal code enforcement officials that would be trained to communicate the items the Board thinks are important on the strand. He stated he thinks we are setting ourselves up for a host of different issues if we attempt to staff it with volunteers. Commissioner Freer thanked Ms. Schiavone and the PRAB. He said they asked Chief Layne to do the same thing because different places have their own ways of enforcing the rules. He is interested in hearing Town Manager Hewett's details. Town Manager Hewett said it would be a paid staff. From what he has sketched out it is a program that would cost seasonally \$18,000. He thinks it can be evolved from a straight up code enforcement position the first year to include the marketing aspect in the future. He is thinking 40 hours a week, 6 hours a day, seven days a week with varying schedules. We would have three or four people that would split the 40 hours. Code enforcement would latch back into the Planning Department. Town Manager Hewett said the model he benchmarked is the park ranger function at Wrightsville Beach. He has some specific concerns about this 80 acres of new beach that will now be high and dry 24 hours a day. He has concerns about the trash load and parking. He would like to pull the current police officer off the strand and have them handle the parking issue. Town Manager Hewett said we would need to move forthwith to get something in play for Memorial Day. He proposed that it be funded from the existing promotions' budget. It can be accommodated in existing resources. Commissioner Freer stated what he described is a lot like Oak Island, except for the volunteers. Commissioner Royal stated he appreciates the work the PRAB did and asked the opinion of the Oak Island folks on their program. Ms. Schiavone said they had 40 volunteers the first year of their program and then their numbers went down. The man who runs it likes the program, but a lot of the work fell on a couple who participated in the program. She said Holden Beach has a smaller pool of volunteers to pull from.

Town Manager Hewett asked for consensus that the Board would like to implement his program if they choose. Commissioner Royal stated he is not opposed, but the Board just heard about it so he would like to be able to consider it. He asked for verification that this solves the liability problem. Attorney Fox replied yes. Commissioner Royal asked if staff supports this. Town Manager Hewett responded that the Planning Director has agreed to responsibilities this would require. Commissioner Royal said he thinks having a marketing function is a good idea. He asked if the Town would be able to acquire the right caliber of people

to train for about \$18,000. Town Manager Hewett replied yes, that is a seasonal cost. He has a Kubota in mind for them to use on the strand. In regard to marketing, he has it in his mind that the Kubota would be upgraded in later years to a small Jeep with blue camouflage. He said if we market the Town, we need to reinforce the Town's interest. Commissioner Royal and Town Manager Hewett discussed training.

The Board came to a consensus to allow Town Manager Hewett to move forward.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 17-04, AN ORDINANCE AMENDING SECTION 94.03 OF THE HOLDEN BEACH CODE OF ORDINANCES, FRONTAL DUNE POLICIES AND REGULATIONS

Building Official Evans explained the history of the process leading up to the proposed ordinance. He stated part of their job is to look out for areas of environmental concern. The current ordinance does not allow for a walkway structure beyond the seaward toe of the established frontal dune. He said in many ways this ordinance appears to be in conflict with the Town's CAMA Land Use Plan and appears to funnel traffic through a sensitive ecosystem. He said after Hurricane Matthew, the staff took notice of conclusive evidence that walkway structures above dunes that reach the last line of stable vegetation did not have the same degree of erosion as was evident on lots that have worn paths through any small dune or vegetation area. The Town currently tells pedestrians they cannot traverse the dunes in an effort to protect those areas, but we do not give property owners the option of having walkways that extend fully through the dune systems. These policies are in conflict with each other. While we encourage dune protection, the ordinance currently often has the opposite effect on those areas. Building Official Evans said the Town should allow property owners to determine the best option on their property, as long as they meet the local, state and federal guidelines. Allowing walkways to the last line of stable vegetation is allowed under the current state and federal guidelines. Staff does not believe in those areas where there is minor erosion during a major storm, that we should allow walkways to go all the way out to the last line of stable vegetation. He explained the reasoning for that. Building Official Evans said the proposed ordinance should read 300 feet, not 400 feet. He read the proposed ordinance.

Commissioner Royal asked if there should be a minimum on the width of the walkway. Building Official Evans said you could put a minimum on it, you could make it three feet. Commissioner Freer inquired about the 300 feet versus 400 feet. Building Official Evans provided examples. He gave the reasoning for the proposed dimensions in the ordinance. Commissioner Isehour asked for Building Official Evans to explain why it should stop at the natural stable line of vegetation and not go all the way over the dune. Building Official Evans replied CAMA says you can't have a structure past the last line of stable vegetation. Commissioner Royal asked if the Town is entering into any type of preferential treatment if someone else requests a walkway and doesn't have a dune. Attorney Fox responded that she is not aware of any threat of that. Commissioner Freer asked how the Central Reach Project and any future frontal dunes would play into this. Building Official Evans said if there is a new frontal dune, you would not require the exception. Discussion was held about the project, new dunes forming and protective measures. Mayor Holden asked if the walkway will be measured from the inside or outside. He thinks the ordinance should be clear on that. His personal feeling is it should be a four feet width. He doesn't have a problem with a three feet minimum. It is hard to get to the beach with everything in hand.

Commissioner Royal proposed to revise the wording to may install a single walkway of a four foot width, Building Official Evans added you could say four foot inside width. Commissioner Royal agreed and added that the 400 needs to be changed to 300.

Motion by Commissioner Royal to approve the ordinance as revised; second by Commissioner Isenhour; approved by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON ENCROACHMENT AGREEMENT BETWEEN THE TOWN AND WINDELL RAY AND CARYN MICHELLE GIBSON

Town Clerk Finnell explained the property owners have requested to encroach upon Hillside Drive, which is under the dune. They need to have the agreement in place before a permit can be issued. She stated from what she understands, they wouldn't be able to build to the dimensions in the drawing they submitted, but the permit piece has to be approved by the Inspections Department. Mayor Holden added that an agreement was approved for the previous owners of this home, but since ownership has changed they need a new agreement.

Motion by Commissioner Isenhour to approve the agreement; second by Commissioner Freer.

Commissioner Royal asked if the walkway would be subject to the new rule the Board approved. Mayor Holden replied yes, the rules in place at the time. Building Official Evans said he is not sure the walkway depicted in the drawing would be allowed per ordinance. Town Clerk Finnell said the permit would still have to be approved by the Inspections Department. Mayor Holden said you could approve it subject to the review of the inspector. Commissioner Royal said it looks like the agreement doesn't refer to the drawing. Attorney Fox agreed.

The motion passed by unanimous vote.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 17-03, RESOLUTION SUPPORTING SEASONAL POPULATION ADJUSTMENT FACTOR SALES TAX AND OTHER STATE REVENUE DISTRIBUTION

Fiscal Operations Clerk Lockner explained the Town's portion of sales tax revenue is based on population estimates. The numbers do not reflect the seasonal influx of visitors so the Town does not benefit from the revenues as much as other places. Senate Bill 126 was introduced in the Senate. It would eliminate the current population factor and replace it with a new tier system. She stated this is geared more towards helping rural areas than tourism based towns. The resolution recommends that the North Carolina General Assembly enact legislation to establish a seasonal population adjustment factor.

Motion by Commissioner Isenhour to approve Resolution 17-03; second by Mayor Pro Tem Fletcher.

Commissioner Royal asked if the neighboring communities are considering similar action. Mayor Holden said he has had several conversations with mayors in the county and he is yet to find one to be opposed to it yet. Town Manager Hewett added this is being driven by Representative McElraft in the Atlantic Beach/ Emerald Isle area. Frank Rush is the manager of Emerald Isle and he is the one behind crafting this language. Commissioner Royal said it seems to make sense to do it. Town Manager Hewett explained the logic behind the annualized population. It latches in so closely to our water system rating. Fiscal

Operations Clerk Lockner said our annual population is only 600, which is very low. The extra revenue would help with the influx of people. Town Manager Hewett said we are running the equivalent of a state park, without the corresponding revenue.

The motion passed by unanimous vote.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 17-04, RESOLUTION SUPPORTING DEDICATED STATE REVENUE SOURCE FOR BEACH NOURISHMENT

Shoreline Protection and Recreation Manager Ferguson said in the recent North Carolina Beach and Inlet Management Plan (BIMP), they looked at some ideas and came up with five potential dedicated funding sources for beach nourishment funding. She reviewed the five options. The proposed resolution would urge the General Assembly to look at two of them for potential funds. The two the Town would suggest would be to reallocate 50% of the existing state sales tax collections on short-term lodging sales only from the eight oceanfront counties, which would generate \$25.2 million annually or to establish a new seasonal half-percent state sales tax on all sales in the eight oceanfront counties, only during the months of May – September, which will generate \$25 million annually. Shoreline Protection and Recreation Manager Ferguson said at a Shallow Draft Inlet meeting last week, they are feeling that in the upcoming General Assembly meeting, they anticipate the concept of the fund being debated and a concept of a deep draft fund being debated. A resolution would get it to the people who need to help make a decision on that.

Commissioner Freer said there is no reference to how the fund would be distributed. Attorney Fox said it is still being discussed, they don't have a plan yet. Commissioner Royal said Mayor Holden mentioned at the last meeting that the Board should be considering a lobbyist, this might be an example. Town Manager Hewett said the League of Municipalities and the North Carolina Association of County Commissioners' buildings burnt to the ground. We have traditionally relied on them for some legislative liaison and lobbying services. We also rely on the League for our revenue projections. He said we are getting outplayed at the legislative liaison level. Town Manager Hewett stated we need to reestablish the capability to look out for the Town's interest. Commissioner Royal stated his neighbor inquired about the DOT's plan for repaving Ocean Boulevard. He talked about how Ocean Isle Beach has a project with higher priority. He said if that is the case, the Town is not being fairly represented when it comes to allocation of funding.

Motion by Mayor Pro Tem Fletcher to adopt the resolution; second by Commissioner Royal; approved by unanimous vote.

GUEST SPEAKER – CAPTAIN CANE FAIRCLOTH, REPRESENTING AREA BOATERS – CONCERNS REGARDING THE LOCKWOOD FOLLY INLET

Cane Faircloth said we are all facing a life or death situation, physically and for the economy. He received a call that the Lockwood Folly Inlet wasn't schedule to be dredged. He said when this was addressed with the county last year, they were told it would be handled. Mr. Faircloth provided background information about the inlet and his concerns. He is asking the Town to get behind approving funds to move ahead with the contract and begin dredging as soon as possible. He said the inlet is in the worst shape of our lifetime.

He said the inlet's economic role, safety, water rescue access and environmental impacts are of tremendous importance to our community. Mr. Faircloth reviewed the economic importance.

Kevin Sneed, a Holden Beach resident and charter boat captain talked about the safety perspective. He said when the Fire Department gets a call for a water rescue, seconds are everything.

Ryan Williams, a local charter boat captain said this is probably the worst it has ever been. He talked about the inlet, beach nourishment, storms and pollution. Mr. Williams talked about the map of the inlet they provided. He said we need to do something as fast as possible. He asked if you could use FEMA money to help in the effort. Town Manager Hewett replied no. Mayor Holden explained there are conditions on the money and they don't allow us to go into the inlet. Shoreline Protection and Recreation Manager Ferguson added at the meeting she was at last week, they did a breakdown of where the Corps evaluated the inlets and determined ones that they felt were affected by the storm. Lockwood Folly didn't receive money.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 17-05, A RESOLUTION AMENDING THE FEE SCHEDULE FOR THE TOWN OF HOLDEN BEACH

Fiscal Operations Clerk Lancaster said after Hurricane Matthew, the Town reviewed the policy for distributing decals. The proposed changes include issuing two decals for free and two at \$10 each after that. Business decals would be \$10 each for on island and off island.

Mayor Pro Tem Fletcher asked why the proposed charge for the extra two. Town Manager Hewett said we believe if the Town reduces the supply to two, it will make it critical residents acknowledge the fact they are getting them. For emergency access, you wouldn't need more than two vehicles. Commissioner Royal asked if businesses were required to purchase decals before this. Fiscal Operations Clerk Lancaster replied yes, the cost is just different.

Motion by Commissioner Isenhour to accept the new vehicle decal fee schedule, second by Commissioner Freer.

Commissioner Royal said he recalls from the After Action Report that we had some discussion on the method of distributing. Town Manager Hewett explained a more manual process was considered.

The motion passed by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON LEASE EXTENSION PROPOSAL FOR T-MOBILE

Fiscal Operations Clerk Lockner said the Town's lease with T-Mobile has expired. They proposed paying \$1,000, instead of the \$1,500 they are currently paying. They did the same thing in the past and no action was taken. Mayor Pro Tem Fletcher said he would be concerned others would try the same if this was approved. Fiscal Operations Clerk Lockner said they pay the least right now.

Commissioner Kyser asked if they need to do an engineering evaluation if they want to do an expansion in their current contract. Town Clerk Finnell stated Public Works Director Clemmons is in the process of sending each company a letter telling them that is required when a change is made.

No action was taken.

TOWN MANAGER'S REPORT

- The Eastern Reach Project dredging is complete. Central Reach Project operations are complete. Have great sand on the beach. We are not going to have to comply with the tilling requirement. Demobilization has started and will be going on for the next week or so. The dune stabilization requirement is what will take place next. It will be a sand fence and vegetation planting. It will go from 240 OBE – 781 OBW. The sand fencing should start about April 1st and the planting will occur when that is completed. There are no dune stabilization measures planned for the Lockwood Folly Inlet Crossing piece. It is not required, but it is a best management practice. Working how to best do that.
- FEMA Category G Recreational Facilities for our engineered beach (FEMA Disaster Grant) has been approved in the amount of almost \$6 million for Hurricane Matthew strand damages. This is done on a reimbursement basis. It's not a lump sum and is not available to pay the bond down early. The intent is to return all of those funds to the BPART fund balance.
- FEMA reimbursements for other categories have been requested, but have not been approved to date. The amount is about \$350,000. Those expenses were paid out of the current year budget. The intent is to recoup these reimbursements and work them back into the current year budget. Not sure if that will happen.
- FEMA Flood Maps – the resolution adopted last month has been provided to our legislators. Brunswick County, Sunset Beach, Ocean Isle Beach and Oak Island were also provided with copies. Ocean Isle Beach and Oak Island have passed similar resolutions. It is on Sunset Beach's next agenda. Randy Mundt and Dan Brubaker from the North Carolina Department of Public Safety have also been provided with copies. As the process has played out, we did get notification that the appeal from some of the property owners on Serenity Lane has been approved and the requested change in the flood line has now been marked seaward in accordance with their appeal. That will now become the draft preliminary and will be part of the overall process. Had conversations with Congressman Rouzer's liaison.
- On target to finish the picnic shelter by April 1st.
- Nighttime Easter Egg Hunt is Friday, April 14th.
- Yard debris removal is out on the street to get a bid to see what it will take to continue the service. Was deleted from Waste Industries' contract. The bids are due March 23rd. Will have for the Board's consideration at the next meeting.

Commissioner Freer asked if any other dune stabilization is being looked at. Town Manager Hewett explained how the west end past the 800 block has benefited from nourishment. As of right now we have nothing planned or budgeted for. Commissioner Freer asked if there is a need. Town Manager Hewett said it is probably a lower priority than the others because it does at least have stable vegetation. Mayor Pro Tem Fletcher asked about the berm and if residents will be walking through it. Town Manager Hewett talked about the post and rope system. It has seemed to work well as a workaround.

MAYOR'S REPORT

- Assumes some have been to Key West and noticed all the abandoned boats moored at various locations. Our local activity has been the shrimp boat. If you go to Southport at the wildlife ramp you can get an idea of what it looks like at Key West and you can view some of shrimp boats there. That has caused the county commissioners to take action. Seems they passed an ordinance; anxiously awaiting to see what they have passed and what they are going to do with abandoned boats.
- Saw the first martin of this year yesterday. Martins are an integrate part of our mosquito control program. You can help our program by putting your martin boxes up.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Fletcher

- Turtles start laying their nests in early May. They now have up to 200 feet of new beach. Last year when a turtle laid a nest on the beach it had to be moved back to the escarpment. Don't anticipate moving any nests this year. You can expect nests to the in the middle of the beach Will be an issue trying to keep people from messing with the nests.
- Thanks for coming.

Commissioner Royal

- Mentioned a legislative liaison tonight. Never dreamed would want a lobbyist, but it appears we have a lot of need for funding that is available. Unless we take some action and be more aggressive, doesn't see a change in the fact that Holden Beach isn't going to get its fair share. Will be proposing the Board consider it.
- Appreciates the captains coming tonight. Is a boat owner and gave up the risk of taking his boat out in the inlet over a year ago. Went onto the website that was provided, read the petition and signed it. Encouraged everyone to look at it. It encourages the legislators to fund the dredging of the Lockwood Folly Inlet.

Commissioner Freer

- Thanked guest speakers. Thinks when Shoreline Protection and Recreation Manager Ferguson was talking about the state revenue source of beach nourishment, the acronym is Beach and Inlet Management Plan. It is a long range plan, hopefully to address the inlet funding issue. Also need to look at the short range. Will be working with the Town to see options available for that.

Commissioner Isenhour

- Thanked the captains. Knows during the summertime the inlet is used extensively by visitors. Can't even imagine what it is going to look like this summer with people who are here for a week and don't know how shallow it is. Definitely wants to see if can work on that, but funding is an issue. Money comes from certain pots and you have to find the right one. It is a priority.

Commissioner Kyser

- Thanked everyone for coming. Had a large crowd. Thanked the presenters. A lot of good information was presented.

- Also believes there is a need for the Town to have a lobbyist. The only way to get your fair share is to have someone looking out for you in the right places. Everyone talks about the FEMA flood maps, which is out of our control. Would be helpful if we have a lobbyist to help push that on a federal level.
- Yard waste - thinks it is good to put something out to bid. Need to tell people they aren't getting the stuff removed if something isn't done quickly.
- Martins are here. Had them in his gourds this week.

Mayor Holden said to remember the drift of sand is from east to west. That is how the west end gets sand. That is the reason it is designed as it is. In regards to the Lockwood Folly Inlet, we had a group of men that went in the inlet in a little boat a few years ago. The Coast Guard brought the boat back. All of those men, but one drowned in that boat. It is a dangerous place.

PUBLIC COMMENTS ON GENERAL ITEMS

Mark Fleischhauer stated especially since the Town removed the recycling bin, people are going to end up putting recyclables in the garbage. He said it is becoming standard that recycling is provided in most large established communities. He urged commissioners to take that under consideration when going through the budget.

Dennis Harrington stated the audio system is lagging. He is disappointed the Board approved what]was recommended on decals. He said the complaint after Hurricane Matthew was lack of communication and cutting back on decals won't fix that. He thinks the Town should look at authorizing the police to allow access with legitimate utility bills. He doesn't like limiting it to two decals. Mr. Harrington said he has been a long proponent for the beach ambassador program. He always thought it was inadequate to have one officer on the beach. He thinks the Town should look into the budget to hire people for the 100 days of vacation activity. He suggested having at least three people on the beach each day. Mr. Harrington said in regards to a lobbyist, the Town is missing the best opportunity, through the beach consortium group. He encouraged the Board to get active in that. He shares the Board's comments in relating to the lease extension.

Beverly Compton asked if there is an advocate for the inlets and what the process is for the monies for any inlet. Mayor Holden explained the elected officials, in conjunction with state and federal officials seek communication with those who control the purses in Washington D.C. in hopes that they will fund the Lockwood Folly and Shallotte inlets as necessary because we remember that in the settlement with the Corps based on an old project, the Corps was obligated to maintain the inlet. He feels the Town needs someone who knows the people in Raleigh and Washington so we can stay on top of the funds.

Josh from 187 Yacht Watch asked if there is something educational that can be done from the Town's perspective to provide to rental companies if the inlet isn't cleared. Attorney Fox said she is not sure the Town would want to get into that. She will look into it.

Richard Weigand lives at the east end. Over the past few months he has noticed five small boats get stranded. He said with the tourist season upon us it will be a disaster.

Lewis Mitchell said he is reluctant to take his boat out through the inlet. He thinks Town Manager Hewett is onto something for the ambassador program. It sounds like Town Manager Hewett and staff will have lots of work to do because he doesn't believe it will be an easy program to implement. He thinks we are on the right track.

Mark Pompeii stated the Town will have lots of issues with the inlet this year. He talked about the damage to his boat and the problems he had in the inlet. He said it is getting worse by the day.

Ryan Williams said the talk tonight leads him to believe we are on sinking ship as far as doing anything this summer. He asked if we know how much it will cost. Mayor Holden explained all the pieces that need to come together. He said the Town cannot maintain the inlet by ourselves.

EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(a)(3)

Town Clerk Finnell read the reason for Executive Session.

Motion by Mayor Pro Tem Fletcher to go into Executive Session at 9:31 p.m.; second by Commissioner Royal; approved by unanimous vote.

OPEN SESSION

The Board went back into Open Session at 10:43 p.m.

Attorney Fox said based on discussion in closed session, the consensus of the Board is that an employment agreement be prepared, form approved by the town attorney and agreed upon by the town manager that will include the following terms: a salary adjustment to a salary of \$130,000, with a 5% merit raise; a severance package to include one month, up to twelve months for each year the town manager is employed by the Town; one year of health insurance for his family or upon other employment, whichever is sooner; life insurance to be paid by the Town up to three times his salary. The terms are to be retroactive to the February 2017 anniversary from his hire date. Any proposed substantive changes the manager makes to the agreement would come back to the Board.

Motion by Mayor Pro Tem Fletcher to approve; second by Commissioner Isehour; approved by unanimous vote.

ADJOURNMENT

Motion to adjourn by Commissioner Royal; second by Mayor Pro Tem Fletcher; approved by unanimous vote.

ATTEST:

J. Alan Holden, Mayor

Heather Finnell, Town Clerk