

**NORTH CAROLINA  
GRANVILLE COUNTY  
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM  
TUESDAY, MAY 13, 2008 AT 7:00 P.M.**

The Board of Commissioners of the City of Oxford met in Regular Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.  
Mayor Pro Tem Howard G. Herring, Sr.  
Commissioner Robert Shope  
Commissioner Stephen C. Powell  
Commissioner Paul F. Kiesow  
Commissioner A. Chance Wilkinson  
Commissioner Robert B. Williford, Sr.  
Commissioner Walter Cantley

Present also were City Attorney J. Thomas Burnette, Interim City Manager Steve McNally and City Clerk Tanya S. Weary.

All members of the board and local news media were notified of the time, place and purpose of the meeting.

Mayor Al Woodlief, Jr. called the meeting to order.

Mayor Pro Tem Howard Herring gave the prayer.

The Pledge of Allegiance followed the prayer.

**PUBLIC COMMENT**

No one from the audience wished to speak.

**MAYOR'S YARD OF THE MONTH AWARD – LAVERNE EVANS**

Mayor Woodlief recognized May's Mayor's Yard of the Month winner, Laverne Evans. Mayor Woodlief read the certificate, which recognizes her for the outstanding job of landscaping maintenance and overall attractiveness of 116 Jones Street. He added a sign would be placed in

the yard recognizing her as the winner for Mayor's Yard of the Month and that a picture would be taken for the *Oxford Public Ledger*.

## **GRANVILLE GREENWAYS PRESENTATION**

Scottie Wilkins, Transportation Planner gave the following update on Granville Greenways:

### **HISTORY**

- In 2006:
  - Conception – Pre-planning for greenways program
  - A greenway master plan was created and adopted
  - A technical coordinating committee was created, GTCC
  
- In 2007-2008:
  - Branding: Creating an Identity
    - Developed a name and logo for the greenway program
  - Research and Development:
    - Researched other programs and consulted with the Institute of Government to draft conceptual recommendations for Organizational Structure, Next Step Implementation Activities, and a Marketing & Educational Plan
  - Funding:
    - STP-DA Grant Funds – CE Environmental
    - CMAQ Grant – 2 trails / 1.3 million – 2009
    - County – Reserving CIP \$\$ for CMAQ match
  - Project Planning:
    - RFQ process for an engineering firm – environmental study

### **MOVING FORWARD**

- Prepare for CMAQ FUNDS
- Build a foundation

Michael McFadden, Chairman of the Greenway Technical Coordinating Committee explained how to build a foundation:

### **ORGANIZATIONAL STRUCTURE PLANNING**

- Organizational Programming – County

- Create new Advisory Council – 8 members – Leadership from each local government body and 2 citizen members
  - Shared Leadership and Visioning
  - Guide Greenway Implementation Steps
- GTCC will be technical support – working committee for Advisory Council

## **MARKETING/EDUCATION PLANNING**

- Effective public education and outreach needed to prepare for CMAQ Grant Trails Project
- Will help ensure project success
- Can help ensure property owners are supportive of CMAQ trails
- Can reduce costs related to easement acquisition

## **IMPLEMENTATION PLANNING**

- County – organizational development and programming
- Leadership – new greenway advisory council
- Heavy public outreach and education
- Develop standards – design, construction, maintenance – do this through ordinances
- Build partnerships – for planning, cost-sharing, shared vision

## **IMMEDIATE ACTION**

- Create new Granville Greenways Advisory Council
  - 8 members (multi-jurisdictional)
  - meets quarterly
  - supported by GTCC working committee

Commissioner Powell asked how is this program being marketed to which Mr. McFadden explained they would talk to civic organizations, develop a website and develop brochures.

Commissioner Cantley asked if there was an outlay of where the greenways would go through the County to which Mr. McFadden noted there are proposed plans, but an impact to the plans could be the categorical exclusion. Environmental representatives have to say where the trails can go.

## **GRANVILLE GREENWAYS PROGRAM SUPPORTED**

Commissioner Shope motioned to support the Granville Greenways Program and the recommended organizational structure. Commissioner Powell seconded the motion. The motion carried unanimously.

## **BOB SHOPE APPOINTED TO GRANVILLE GREENWAYS ADVISORY COUNCIL**

There being no volunteers from the Commissioners; Mayor Woodlief appointed Commissioner Bob Shope to serve as a representative on the Granville Greenways Advisory Council.

## **EMERGENCY MANAGEMENT PRESENTATION**

Commissioner Powell placed this item on the agenda.

Emergency Management Coordinator Doug Logan explained how emergency management evolved. The four-phase approach of emergency management was born: preparedness, responses, recovery and mitigation. Mr. Logan recognized Commissioner Powell's concern with the preparedness phase. In this phase includes invitations to speak to public groups, civic and church groups. Most people are killed after the event happens; most people are not concerned until the disaster happens. A public website, [granvillealert.com](http://granvillealert.com) was launched last year which contains vital links of information people need prior to any disaster.

Commissioner Williford asked how citizens are alarmed of a tornado to which Mr. Logan noted they rely on broadcast media. He continued they are looking at a system called Code Red, which costs \$15,000 per year for 55,000 calling minutes. This system has the potential to make 60,000 calls in one hour. He is seeking a grant, but recognized this is a recurring cost. Mayor Woodlief suggested Oxford, Granville County, Creedmoor and Butner share in the cost of this system and the other municipalities pay a minimum amount for the service.

Commissioner Wilkinson asked when the cell phones and 911 services went down, what is the backup plan? Mr. Logan explained the backup system was cut and they are looking at having 4 redundant fiber optic lines instead of two and added citizens could call Oxford numbers as long as it was not from a cell phone. Administrative lines of 911 were still functioning; unfortunately calls could not be received except within the city of Oxford. He explained word was put out through the public information plan to contact all media. Volunteer fire departments and EMS stations were staffed.

Commissioner Herring asked Mr. Logan to generate a correspondence to municipalities in the County, including the County inviting them to participate in funding the reverse 911 system. Mr. Logan agreed to send this letter and noted if a certain municipality was to use the minutes; then this could be back billed.

Commissioner Powell asked about educating the public on catastrophe events and how not to harm themselves to which Mr. Logan noted he does not have personnel to get out in the public. He explained fire services do a good job at doing public education. He explained the Americore program assisted in going out to schools, etc. to educate people, but the funding was cut and program could not be sustained. He noted he would like to have two preparedness and prevention officers to present educational programs. Commissioner Powell asked the feasibility of training young people to be trainers of other young people. Mr. Logan noted this is an excellent opportunity but it is a matter of organizing and getting people to become interested. There is a program called Community Awareness Response Team, which is geared toward response during a disaster.

No one from the audience had any questions.

### **FINANCIAL REPORT – APRIL 2008**

Finance Officer Stephen McNally supplied the Board with a copy of the April 2008 financial report that included General Fund actual revenues of \$493,448 actual expenses of \$609,194; Water Fund actual revenues of \$333,420, and actual expenses of \$341,838 and Other actual revenues of \$106,242 and actual expenses of \$43,723. The subtotals to date are General Fund actual revenues of \$6,412,936 and actual expenses of \$6,003,479; Water Fund actual revenues of \$3,323,600 and actual expenses of \$4,028,353; Other actual revenues of \$1,424,170 and actual expenses of \$1,255,835. Mayor Woodlief noted that if there were not any questions concerning the report, Finance Director McNally would be in his office tomorrow for any questions.

#### **ADDITIONAL ITEM**

#### **AUDIT CONTRACT FOR FY 2007-2008 APPROVED**

Commissioner Cantley motioned to approve audit contract with Winston, Williams, Creech, Evans & Company, LLP. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

#### **LYONS FARMS AGREEMENT APPROVED**

Commissioner Williford, Property Committee Chairman, motioned to approve agreement between the City of Oxford and Lyons Farms. Commissioner Shope seconded the motion. The motion carried unanimously.

#### **DRIVEWAY VIOLATION FOR 610 HILLSBORO STREET APPROVED**

Commissioner Wilkinson motioned to approve a \$250.00 fine for a driveway violation at 610 Hillsboro Street. Commissioner Williford seconded the motion. The motion passed unanimously.

#### **DRIVEWAY POLICY**

A consensus of the Board of Commissioners was taken and it was agreed unanimously for the Public Works Committee to study the policy on the installation, replacement, and repair of driveways within the jurisdiction of the City of Oxford and bring a recommendation back to the Board of Commissioners.

**DRUG TESTING Tabled TO JUNE**

Agenda item, *Discuss drug testing for all city employees and the Oxford volunteer firemen as requested by Commissioner Cantley* was tabled until the June Regular Session meeting.

**CABLE BROADBAND CONSORTIUM SERVICE AGREEMENT APPROVED**

Commissioner Herring motioned to approve the Cable Broadband Consortium Service Agreement. Commissioner Wilkinson seconded the motion and carried unanimously.

**RESOLUTION APPROVED – CD WITH UNION BANK**

Mayor Woodlief requested Interim Manager McNally to send requests for bids to local banks giving them an opportunity to do the City’s banking business to which Mr. McNally stated this is currently being done.

Commissioner Shope motioned to adopt resolution in order to open a CD at Union Bank & Trust Company. Commissioner Herring seconded the motion. The motion passed unanimously.

**RESOLUTION OF LODGE, ASSOCIATION OR SIMILAR ORGANIZATION**

UNION BANK & TRUST COMPANY  
108 COLLEGE STREET  
OXFORD, NC 27565

By: CITY OF OXFORD  
300 WILLIAMSBORO STREET  
OXFORD, NC 27565

Referred to in this document as “Financial Institution”

Referred to in this document as “Association”

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I, Tanya S. Weary, certify that I am Clerk of the above named association organized under the laws of City of Oxford, Federal Employer ID Number 56-6001306, and that the resolutions on

this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on May 13, 2008. These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

**AGENTS** Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

**NAME & TITLE OR POSITION**

- A. Steve McNally, Finance Director
- B. Melba Knott, Finance & Accounting Specialist

**POWERS GRANTED** (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A,B	Description of Power	Indicate number of signatures required
A, B	Exercise all powers listed in this resolution.	2
A, B	Open any deposit or share account(s) in the name of the Association	2
A, B	Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	2
A	Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.	2
A, B	Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or required by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	2
A, B	Enter in to a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	2

**LIMITATIONS ON POWERS** The following are the Association’s express limitations on the powers granted under this resolution.

**EFFECT ON PREVIOUS RESOLUTIONS** This resolution supersedes resolution dated \_\_\_\_\_ . If not completed, all resolutions will remain in effect.

## **CERTIFICATION OF AUTHORITY**

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions listed below and to confer the powers granted above to the person named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

If checked, the Association is a non-profit lodge, association or similar organization.

## **RESOLUTIONS**

**The Association named on this resolution resolves that,**

1. The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
2. This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
3. The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
4. All transactions, if any, with respect to any deposits, withdrawals, rediscounts, and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
5. The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
6. The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM) and debit cards.
7. The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named

on this resolution. The term “alternative signature and verification codes” includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signatures as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association’s private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Adopted this 13<sup>th</sup> day of May, 2008.

**MOTOR VEHICLE TAX INCREASE – RESOLUTION ADOPTED**

Mayor Woodlief placed this item on the agenda.

Commissioner Williford motioned to adopt resolution to send to NC General Assembly requesting an increase of city motor vehicle tax from \$10 to \$20. Commissioner Herring seconded the motion. The motion passed unanimously.

**CITY OF OXFORD**  
**RESOLUTION REQUESTING**  
**MOTOR VEHICLE TAX INCREASE**

WHEREAS, the City of Oxford Code of Ordinances, Chapter 13: Licenses, Taxation & Business Regulations, Article 1: General Provisions, *13-1 Registration of Motor Vehicles* authorizes the City of Oxford to levy a special resident motor vehicle tax on each and every resident motor vehicle in the City; and

WHEREAS, the Board of Commissioners wishes to increase the motor vehicle tax from \$10 to \$20;

NOW THEREFORE BE IT RESOLVED, by the Mayor and the Oxford Board of Commissioners respectfully urge the North Carolina General Assembly to honor this request by amending *13-1 Registration of Motor Vehicles* of the Oxford Code of Ordinances to increase the vehicle tax to \$20.

Adopted by the Oxford Board of Commissioners, this 13<sup>th</sup> day of May, 2008.

**FINANCING RESOLUTION ADOPTED – FOUR VEHICLES**

Commissioner Wilkinson motioned to adopt a resolution to finance four vehicles (two police vehicles and two trucks for the Water & Sewer Department) purchased during the fiscal year with SunTrust Bank for \$66,587.00. Commissioner Herring seconded the motion. The motion passed unanimously.

**CITY OF OXFORD  
Resolution Approving Financing Terms**

WHEREAS, The City of Oxford has previously determined to undertake a project for the financing of vehicles, and the Finance Director has now presented a proposal for the financing of such Project,

BE            IT            THEREFORE            RESOLVED,            as            follows:

1. The City hereby determines to finance the Project through SunTrust Bank, in accordance with the proposal dated April 3, 2008. The amount financed shall not exceed \$66,587, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.66%\* and the financing term shall not exceed 36 months 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 City 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. The Financing Documents shall include a Financing Agreement and an Escrow Agreement as SunTrust Bank may request.
3. The Finance Director 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 Director is authorized to approve changes to any Financing Documents previously signed by City 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 Director shall approve, with the Finance Director’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 City shall not take or omit to take any action the taking or omission of which will cause its interest payments on this financing to be includable in the gross income for federal income taxes of the registered owners of the interest payment obligations. The City hereby designates its

obligations to make principal and interest payments under the Financing Documents as “qualified tax exempt obligations’ for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City’s official intent to reimburse expenditures for the project that is to be financed from the proceeds of the SunTrust Bank financing described above. The City intends that funds that have been advanced or that may be advanced from the City’s funds or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of City’s 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 is effective upon its adoption this 13th day of May, 2008.

Summary of Bids Received

\$66,587 Vehicles

April 3, 2008

**BUDGET AMENDMENT APPROVED – FIRE DEPARTMENT AIR CONDITION**

Commissioner Herring, Public Safety Chairman, motioned to approve a budget amendment in the amount of \$3,375.00 made payable from the General Fund to replace air conditioning unit in the upstairs area of the Fire Department. Commissioner Shope seconded the motion and carried unanimously.

**BUDGET AMENDMENT**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>INCREASE</b>	<b>DECREASE</b>
010530543	Fire Dept. Fixed Assets	\$3,375.00	
010399000	App Fund Balance	\$3,375.00	

**PUBLIC HEARING / ADOPTION OF BUDGET ORDINANCE FOR 2008-2009**  
**FISCAL BUDGET – JUNE 2 & JUNE 10, 2008**

Commissioner Wilkinson, Finance Committee Chairman made a motion to hold a public hearing in conjunction with the Agenda Session on June 2, 2008 at 5:30 PM to receive public input on the upcoming budget and consider adopting the FY 2008-2009 Budget Ordinance at the Regular Session meeting beginning at 7:00 PM on June 10, 2008. Both meetings are scheduled in the 3<sup>rd</sup> Floor Board Room, City Hall. Commissioner Kiesow seconded the motion and carried unanimously.

### **ZONING PUBLIC HEARING – 3 LOTS OWNED BY CENTRAL CHILDREN’S HOME**

Commissioner Herring motioned to call for a public hearing in conjunction with the June 10, 2008 Regular Session meeting beginning at 7:00 PM to consider rezoning request from Central Children’s Home to rezone three vacant lots situated along Industry Drive between Raleigh Street and Henderson Street from R-A (Residential-Agriculture) to B-2 (Highway-Business). Commissioner Kiesow seconded the motion. The motion passed unanimously.

### **APPOINTMENT – BOB CORBITT TO GRANVILLE ECONOMIC DEVELOPMENT BOARD**

Commissioner Wilkinson motioned to reappoint Bob Corbitt to the Granville Economic Development Commission Board for a three-year term expiring June 2011. Commissioner Williford seconded the motion. The motion passed unanimously.

### **125 BELLE STREET – TAKEN OFF AGENDA**

Agenda item, *Consider buying 125 Belle Street (house on corner of Belle Street and Spring Street) as requested by Mayor Woodlief*, was taken off the agenda.

### **SCOOTER REGISTRATION FEE**

Mayor Woodlief placed this item on the agenda.

City Attorney Burnette explained under the law the scooter is nothing more than a motorized bicycle. It does not require registration or licensing. How would you enforce this;

there is no way to prove who owns it. How do you require a registration permit for something that is not required to be registered? He stressed this would be an administrative nightmare. Mayor Woodlief suggested requiring the registration at the time of sale if the scooter is sold in Oxford to which Mr. Burnette noted he did not know if this could be required as a condition at the time of sale. He continued that scooter owners are not required to carry insurance. He believes this will be addressed by the General Assembly. Oxford will look at this once addressed by the General Assembly.

#### **ZONING CERTIFICATE OF COMPLIANCE FEE ADOPTED**

Mayor Woodlief placed this item on the agenda.

Commissioner Herring motioned to adopt a fee of \$50.00 for zoning certificate of compliance. Commissioner Cantley seconded the motion. The motion passed unanimously.

#### **PARKING LOT CLOSED FOR MOVIE**

Commissioner Cantley, Downtown EDC Representative, motioned to approve request from Downtown Oxford Economic Development Corporation to close Littlejohn Street and adjacent parking lot beginning at 6:00 PM to 12:00 Midnight on Friday, June 20, 2008 for the showing of a movie in the parking lot and food vendors setting up on Littlejohn Street. Commissioner Shope seconded the motion and carried unanimously.

#### **MINUTES REVISED – FEBRUARY 21, 2008**

Commissioner Herring motioned to revise minutes of February 21, 2008 in order to include actual budgets amendments. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

#### **BUDGET AMENDMENT APPROVED – 212 BROAD STREET DEMOLITION**

Commissioner Shope motioned to approve a budget amendment in the amount of \$1,000.00 made payable from the General Fund for demolition of 212 Broad Street. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

**BUDGET AMENDMENT**

<b>ACCOUNT NO.</b>	<b>DESCRIPTION</b>	<b>INCREASE</b>	<b>DECREASE</b>
010490470	Building Demolition	\$1,000.00	
010399000	App Fund Balance	\$1,000.00	

**PUBLIC HEARING SET – TAXI SERVICE AS REQUESTED BY JERRY HARRIS**

Commissioner Herring motioned to call for a public hearing in conjunction with the June 10, 2008 Regular Session beginning at 7:00 PM to consider a new taxi service as requested by Jerry Harris. Commissioner Cantley seconded the motion. The motion passed unanimously.

**10 NON-RECREATIONAL SUMMER POSITIONS DISCUSSED**

Commissioner Powell placed this item on the agenda.

Mayor Woodlief noted the Finance Committee and Finance Director McNally estimates this request to cost upwards of \$20,000.00.

Commissioner Powell believes the City should invest in young people and noted their talent can get away. It will give young people the opportunity to get familiar with how various positions function in government. He noted he did not know what the numbers and salaries would be. Commissioner Williford asked how many weeks would the students be employed to which Commissioner Powell replied six weeks. Commissioner Williford noted at seven weeks it would cost the City \$19,600.00. Commissioner Cantley asked if the school system already has two similar programs in place and asked why not use these programs. Mayor Woodlief

explained the former manager would not do this. Commissioner Wilkinson suggested looking at an internship because the City cannot afford 10 positions.

Recreation Director Mary Caudle explained she uses 12-14 additional part time positions from minimum wage and up. She added college students benefit working through this program because they are already interested in a recreational job. Mayor Woodlief asked if the demographics are even to which Ms. Caudle replied yes.

Commissioner Powell noted he was happy for the positions in recreation, but feels their needs to be some things other than recreational activities.

Mayor Woodlief commented by the time the student is trained it would be time for them to go back to school. Training would tie up employee(s)' time. He suggested discussing this with the new city manager and the use of the DECA program.

### **CONSENT AGENDA APPROVED**

#### **A. Meeting Minutes**

Commissioner Kiesow motioned to approve meeting minutes of March 27 & 31, April 8, 10, 14 & 15, 2008. Commissioner Powell seconded the motion. The motion passed unanimously.

### **ADDITIONAL COMMENTS**

Commissioner Wilkinson, Finance Committee Chairman, commented the Board intends to give employees a raise.

### **CLOSED SESSION – CONTRACT**

On a motion by Commissioner Cantley, seconded by Commissioner Williford, the Board voted to go into Closed Session according to G.S. 143-318.11 to discuss a contract. The motion passed unanimously.

At the end of the closed session and on motion by Commissioner Wilkinson, seconded by Commissioner Williford, the Board voted unanimously to return to the Regular Session.

**ADJOURNMENT**

There being no further business, Mayor Woodlief adjourned the meeting.