



MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE LAKE LURE TOWN COUNCIL HELD MONDAY, AUGUST 1, 2022, 11:00 A.M. AT THE LAKE LURE TOWN HALL

PRESENT: Mayor Carol C. Pritchett
Mayor Pro Tem David DiOrio
Commissioner Patrick Bryant
Commissioner Scott Doster
Commissioner Jim Proctor

William Morgan, Jr., Town Attorney
William H. Perkins, Jr., Town Manager

Brian Houston, PE, LaBella Associates
Heather Miller, PE, LaBella Associates
Ken Pohlig, PE, NC Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI) SRF Wastewater Supervisor
Logan Klutz, PE, NC DEQ DWI
Victor D'Amato, PE, DC DEQ DWI Viable Utilities Unite Supervisor
Linda Culpepper, NC DEQ DWI Viable Utilities Unit
Mayor Peter O'Leary, Chimney Rock Village
Stephen Duncan, Chimney Rock Village Administrator

ABSENT: N/A

I. CALL TO ORDER

Mayor Carol C. Pritchett called the meeting to order at 11:00 a.m.

II. AGENDA ADOPTION

Commissioner DiOrio made a motion to approve the agenda, as presented. Commissioner Doster seconded and the motion carried 4-0.

III. CHIMNEY ROCK VILLAGE WATER AND SEWER SYSTEMS DISCUSSION

Town Manager Hank Perkins provided information for attendees from NC DEQ, Chimney Rock Village, and LaBella Associates regarding the Chimney Rock Village (CRV)

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water and sewer systems. Mr. Perkins explained that if Chimney Rock and Lake Lure merged systems, each entity would be eligible for applying for additional \$15 million in ARPA funding. Manager Perkins noted that Chimney Rock Village representatives have expressed that they would like to discuss merging their sewer system, but not their water system. Chimney Rock Village Administrator Stephen Duncan shared that he is going to send the Town of Lake Lure specific requests for water, with a request for 10 year contract, and repair or equipment cost items. Mr. Duncan said that Chimney Rock Village is willing and eager to work with Lake Lure on crafting an interlocal agreement and possible merger of the sewer system. Mr. Duncan explained that a portion of the \$15 million would be included for the use of repair and equipment costs, and that Chimney Rock would need to work with engineers to determine costs to repair and obtain equipment. Chimney Rock Village Mayor Peter O'Leary explained that the water and sewer have been operated as separate utilities and expressed that Chimney Rock would like to continue to keep them separate. Mayor O'Leary expressed that he thinks that recent discussions have been beneficial. Mayor O'Leary recommended a regional water and sewer authority for the Hickory Nut Gorge area in the future.

Commissioner Doster asked if the Town is still eligible for additional funding if only the sewer system were to be merged, rather than water and sewer. Brian Houston, PE, with LaBella deferred to Ken Pohlig with NC DEQ Division of Water Infrastructure (DWI). Mr. Pohlig said it would be a two-step process and introduced Victor D'Amato and Linda Culpepper, who were attending virtually on behalf of DEQ DWI Viable Utilities Unit. Mr. Pohlig explained that the Town of Lake Lure should have or will be receiving a letter about becoming classified as distressed and that the Local Government Commission (LGC) has to vote to approve or deny the request for Lake Lure to be in the distressed classification. Mr. Pohlig noted that the LGA will meet tomorrow (8/2). It was determined that Chimney Rock Village is already designated as distressed. Mr. Pohlig explained that the distressed designation ties in with funding and that Lake Lure has already received \$8 million and that maximum available regardless of status is \$15 million. Mr. Pohlig confirmed that Chimney Rock Village could apply for funding on their own for up to \$15 million. Mr. Pohlig stated that if two entities, one distressed, merge together the maximum becomes \$30 million, but would be reduced per the \$8 million. Mr. Pohlig stated that his understanding is that DWI preserved 30 percent of ARPA funds during the last round of disbursement, resulting in about \$100 million being available for allocation this fall. Mr. Pohlig asked if Mr. D'Amato or Mr. Culpepper had any comments. Mr. D'Amato confirmed Chimney Rock Village has been designated, and that Lake Lure passed the threshold in the past, but has sent in resolution and letter request per a recent eligibility letter. Mr. D'Amato also confirmed that if two distressed units merge, the maximum is 30 million. Mr. D'Amato noted that if \$8 million already allocated to the Town of Lake Lure was not taken out of the viable utility unit, the Town may still be eligible for the full \$15 million in additional funding.

Manager Perkins asked about separating the water and sewer and noted that Lake Lure would take over the Chimney Rock sewer system, but not water system. Mr. Pohlig expressed uncertainty as to whether or not that is allowed in terms of benefits of a merger. Mr. D'Amato explained that he is not sure if merging only one utility matters since both utilities are distressed. Mr. D'Amato asked rationale behind wanting to merge sewer systems but not water. Mr. Houston explained that the Chimney Rock sewer system is tied to the Town of Lake Lure system because Chimney Rock has sewers, but not no treatment ability so they must be tied to the Lake

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Lure sewer system. Mr. Houston expanded that the water systems operate separately and have separate valves, but can back each other's redundancy. It was concluded that Chimney Rock Village is in favor of merging the sewer systems but opposed to merging the water systems. Ms. Culpepper stated that NC General Statute defines a merger as, "the consolidation of two or more water and/or sewer systems into one system with common ownership, management, and operation," and noted that this definition is valid in terms of viable utility funding opportunities.

Commissioner DiOrio asked if Chimney Rock Village applied for most recent round of ARPA funding and Mayor O'Leary answered that they did not. Commissioner DiOrio also asked what McGill Associates estimates for the cost of refurbishing the Chimney Rock sewer system and Mr. Duncan answered that McGill estimated \$3 million which includes estimated inflation. Commissioner DiOrio noted that it could be an issue that Chimney Rock Village would not need \$15 million and may receive less in ARPA funds, but if Chimney Rock and Lake Lure merge it would provide a greater opportunity for both of the municipalities to receive \$30 million total.

Manager Perkins asked if having separate water systems is or is not impediment to funding, if sewer systems are merged. Mr. D'Amato expressed that he does not think it will be an impediment because both units are likely going to be distressed anyways. It was suggested that the state needs good assurance of an interlocal agreement that details a future merger. Mr. Houston asked Mr. D'Amato whether or not Chimney Rock Village would apply for \$15 million in order to contribute to the merged sewer system or if the Town of Lake Lure would submit one \$30 million application for both municipalities. Mr. D'Amato expressed that he is unsure but will follow up on that question. Ms. Culpepper noted that the state water authority and the Local Government Commission will need to agree and approve of any allocation from the viable utility reserve and offered to check in with some representatives of the organizations. Ms. Culpepper also confirmed that the \$8 million allocation previously received by the Town of Lake Lure was allocated from reserve other than the viable utility unit. Mr. Houston noted that the other funding received by the Town has been from an SRF loan.

Manager Perkins explained moving forward, an interlocal agreement will be drafted with merging of the sewer systems contingent upon the eligibility of receiving \$30 million total. Mr. Pohlig noted that Chimney Rock would be agreeing to use a certain amount of their \$15 million to refurbish their system and the rest would be earmarked to Lake Lure. Mr. Pohlig also noted that there have been cases in which there is an interlocal agreement resulting in one entity receiving funds but transferring the funds to entity. Commissioner DiOrio expressed that interlocal agreement is a good first step to accomplishing the goals moving forward.

Mr. Pohlig noted that DEQ does not yet know which entities will be receiving money. Mr. Pohlig explained that it is possible that a merger may allow the state to grant the full \$30 million, partial funding, no ARPA funding with a loan, or no funding at all. Mr. Pohlig noted that the state allocates grant money first, then loans, sometimes both. Mr. Pohlig explained that he is not sure about state funding amount, but noted that the loans are low or no interest.

Commissioner Doster asked if the Town would be perceived better and have more of an opportunity to receive funding if the Town had merged both the water and sewer utilities and DEQ representatives were unsure.

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Mr. Houston asked if there is a difference in point value between having an interlocal agreement versus an intent to merge. Mr. Pohlig explained that there are points available for merged entities or entities with planned intent to merge and recommended that an interlocal agreement be in place or in draft form at the very least. Commissioner DiOrio noted that Lake Lure and Chimney Rock can do an interlocal agreement and a joint resolution for an intent to merge.

Commissioner DiOrio explained that the care, feeding, and maintenance of the system is already being exercised by Town of Lake Lure since Chimney Rock Village took over the system from Rutherford County. Mr. Pohlig noted that for the purpose of the funding application, the joint resolution for an intent to merge is the key component. Manager Perkins noted that the bottom line is that the state wants to see that the two entities plan to merge and expressed that if merging the two entities is sufficient, that would be the starting point for the application.

Commissioner DiOrio asked how the Town scored overall on the last application, without the distressed status. Mr. Pohlig explained that the application was scored a 53 by the Town and the state also scored it a 53. Mr. Pohlig noted that it was a strong application and it was only 5 points shy of the 58 point requirement to receive funding. Ms. Miller stated that a merger is worth 10 points. Mr. Pohlig predicted that the funding threshold cutoff might be reduced along with a reduction in funding. Mr. Houston also noted that Town was not distressed during the last application and asked if additional points would be gained in the next round if the Town becomes a distressed unit. Mr. Pohlig stated that being distressed will not earn the Town any additional points.

Commissioner DiOrio asked for verification that Town will need an interlocal agreement and merger and Ms. Miller said that interlocal agreement will be needed for the application. Commissioner DiOrio also asked for verification that the Town and Chimney Rock Village will each be able to apply for \$15 million. Mr. Houston asked if one or two applications are needed and Manager Perkins expressed that he thinks that one application for \$30 million for the merged systems should work. Mr. Pohlig noted that having two separate resolutions from each entity both agreeing to an interlocal agreement would be beneficial, and better than a joint resolution. Mr. Pohlig also noted that it would be good for the resolution to mention that the intent to merge.

Commissioner Bryant asked if there will be any issues surrounding the existing Chimney Rock Village and Rutherford County interlocal agreement. Mr. Duncan explained that the existing agreement includes 5 year warranty. It was verified that Chimney Rock Village now owns the system rather than the County. Mr. Kluttz stated that ridding of the 5 year warranty should dissolve and not be an issue as long as this stipulation is approved by Rutherford County. Commissioner Proctor asked if any points towards funding would be gained if the County supports the interlocal and merger of the two entities. There was overall group consensus that the interlocal agreement and intent to merge between Chimney Rock and Lake Lure will not be concerning the Rutherford County and that the County should not be involved in that process. Mr. Kluttz asked if Rutherford County received revenues from the system. Mr. Duncan said that

the County has never received revenues from the system. Mr. Kluttz expressed that he does not think that existing interlocal agreement between Chimney Rock and the County will be an issue.

There was consensus from Council to proceed as discussed during this meeting. Manager Perkins and Mr. Duncan agreed to begin drafting an interlocal agreement.

Commissioner DiOrio asked if McGill's engineering report for repairs has been received by DEQ yet and it was confirmed that it has not. Mr. Pohlig explained that the Chimney Rock engineering report is not needed for the application but may be beneficial overall. Mr. Duncan noted that report and drawings are almost complete, but have not been submitted due to unawareness of funding. Mr. Kluttz recommended a cost estimate. Mr. Pohlig asked if the \$3 million quoted in the draft engineering report specifies rehabilitation versus construction of a new system for lines or other components. Mr. Duncan answered that there are separate costs involved in Southside Drive that would not be included in the overall rehabilitation of the system. Mr. Houston asked if Southside Drive includes new customers and Mr. Duncan said they are all existing customers. Mr. Pohlig noted that applying for new lines is permitted, but reduces points. Mr. Duncan agreed that because of this, Chimney Rock will have McGill remove Southside Drive from the report. Mr. Kluttz noted that any environmental benefit will earn points. Mr. Pohlig concluded that that the merger will essentially result in the two systems being perceived as one.

Council and Manager Perkins thanked those from DEQ and Chimney Rock Village for attending.

IV. LAKE DRAWDOWN PREPARATION

Commissioner DiOrio explained that the big picture goal for this session is gain an understanding regarding the preparation drawdown in order to make it successful, including the responsibilities of each person or entity involved.

Manager Perkins noted that the Town received a list from Ruby Collins for listing what the Town needs to procure for the drawdown. Public Services Director Dean Lindsey stated that he is still in the process of obtaining quotes, but noted that the crucial items to procure this year include a Track-O, loader, and barges. Director Lindsey noted that the Town may keep the 10 x 40 barges, but can sell others after construction is complete. Commissioner DiOrio noted that Ruby-Collins team will use the Town barges, but will be in charge of gas and other payments. Manager Perkins noted that the anticipated costs of use constitutes purchasing equipment rather than renting. Commissioner DiOrio noted that if supply chain becomes an issue, renting can be an option for time purposes. Commissioner DiOrio asked what the current estimate is for procurement this year and Director Lindsey answered that it will be over \$400,000 including a \$300,000 loan for barges. Manager Perkins questioned if equipment list from Ruby-Collins should be looked at as the GLS portion of the project begins or if the Town should early procure equipment needed for the GLS. Manager Perkins noted that the procurement of some barges will be necessary this year while in the boring phase, but not all equipment will be necessary until the GLS begins. Director Lindsey stated that he is obtaining quotes only for phase one at this time. Commissioner Doster expressed support for the procurement of gas tanks.

Commissioner DiOrio asked if the equipment discussed can be procurement using ARPA funds and Brian Houston answered that his understanding is that the Town should be able to use ARPA funds.

Commissioner Doster asked Mr. Houston if he has any suggestions regarding the timeframe in which the Town can send notifications to identified residents about the construction during the upcoming drawdown. Mr. Houston noted that the only remaining requirement for the work taking place in upcoming drawdown is DEQ permitting. Mr. Houston advised that the Town does not need have wait for permitting and may proceed with notifying identified residents.

Commissioner DiOrio asked if the deep water ramp will be constructed prior to drawdown. Parks, Recreation, and Lake Director Dean Givens explained that permitting has been obtained for the land portion of the ramp, but not for the underwater portion. Director Givens also noted that the lake has to be drawn down in order to fully construct the ramp, so his plan is to construct the ramp down to 12 feet, and then complete the ramp when the Town has the ability to draw the lake down to 20 feet. Commissioner DiOrio suggested that in the meantime, the Town will likely be able to use ramp leased by Jonathan Freeman.

Commissioner DiOrio asked about the process in notifying the 23 identified property owners who will need to remove their boats for the upcoming drawdown. Manager Perkins explained that he and Communications Director Laura Krejci had discussed dispersing packages. Mr. Houston stated that notification time is dependent on how much time those people need to make preparations. Commissioner DiOrio recommended notifying them as soon as possible. Manager Perkins asked if the 23 property owners have been identified and it was confirmed that the Town is in the process of identifying the property owners. Commissioner DiOrio expressed his thought that the property owners who are unable to remove their boats from the lake will call the Town and noted that the Town could help these individuals remove their boats, but that this approach may be accompanied by liability issues. Manager Perkins asked that he receive the information of the 23 identified property owners and stated that notifications will be sent out.

Commissioner DiOrio asked about equipment storage. Director Lindsey noted that at the very least, the Town has property where equipment can be stored.

Mr. Houston noted that a permit application for the project this drawdown will be obtained at the end of August, which will allow four months for DEQ to review without existing regulations and award a permit.

V. CLOSED SESSION

Commissioner DiOrio made a motion to go into closed session in accordance with G.S. 143-318.11(a) (3) for attorney client privilege or legal claims and in accordance with G.S. 143-318.11(a) (5) for the purpose of discussing property acquisition. Commissioner Doster seconded and the motion carried 4-0.

During closed session, Council discussed Brown Engineering litigation, the petition to remove house at 117 Tryon Bay Circle, and the acquisition of properties.

Commissioner DiOrio made a motion to return to open session. Commissioner Proctor seconded and the motion carried 4-0.

VI. FEMA GRANT OPPORTUNITIES FOR THE REPLACEMENT DAM

Communications Director Laura Krejci explained that the Town has applied for two 2022 FEMA grants for the High Hazard Potential Dam grant program. Director Krejci detailed that one grant is for 30 percent of the reservoir drain valve design. Director Krejci noted that Jonathan Pittman with Schnabel has been working to project work that will take place in the future.

Director Krejci also noted that the Town was encouraged to submit an application regarding construction because FEMA is now allowing construction grants and that is the second grant recently applied for. Director Krejci explained that the reservoir drain will require construction funds. Council was provided with a synopsis of projects. It was noted that if the Town must proceed with the projects before acquiring FEMA funding, the Town can do so and rescind applications. Director Krejci explained that she was advised that the construction grant will likely be for about \$500,000, but the amount is dependent upon how much money is allocated to NC Dam Safety and how many grant applicants there are.

Commissioner DiOrio asked about the timeline of valve construction. Manager Perkins provided Council with a schedule. Mayor Pritchett noted that the valve installation does not require lake drawdown. Director explained that the Town can get prior approval, execute a contract, and then send receipts to FEMA and receive reimbursements. Manager Perkins expanded by noting that FEMA can award grants after contracts have been executed.

VII. LAKE LURE GREENSPACE DISCUSSION

Manager Perkins noted that feedback has been received regarding the current maintenance of the Lake Lure Greenspace. Manager Perkins noted the Town needs clear procedures for Greenspace maintenance moving forward.

Commissioner Doster noted that the curb appeal maintenance that is currently taking place is not working and suggested making a change to which areas are being cut.

Manager Perkins requested intent. Mayor Pritchett noted that there have been past conversations between Council and the Parks, Recreation, and Lake Department regarding the maintenance of the Greenspace and that there must have been some miscommunication.

Commissioner Doster recommended mowing specifically from tee box to six green and that the strait of way needs to be kept.

Commissioner Bryant recalled that a few years ago, bringing someone in to fully bush hog the property was discussed. Commissioner Proctor noted that a budget adjustment might be required if that were to happen.

Mayor Pritchett asked what months the Greenspace needs to be mowed and Director Givens suggested that mowing take place from April through October. Mayor Pritchett asked if it would be worth recruiting someone to accomplish this during the specified months. Commissioner Bryant noted that this had also been a topic of discussion in 2019. Director Givens noted that his department is able to maintain mowing the remainder of this year, but will part time help, at the least, if the suggested maintenance continues in the future. Director Givens noted that he has no issue in maintaining the space how Council sees fit, but needs specific guidance on procedures.

Parks, Recreation, and Trails Coordinator Dana Bradley asked for verification that the green area will be kept short, and the other areas will be cut to about 5 or 6 inches, all of which can be viewed from the roadside, and that mowing is not needed across the creek. Commissioner Doster confirmed that mowing should take place from the first tee box to the crosswalk. There was consensus from Council that the Parks, Recreation, and Lake Department should work with Manager Perkins in the future to make any other determinations regarding maintenance of the Lake Lure Greenspace.

VIII. DREDGING UPDATE

Director Givens reported that dredging is still underway and that Tim Edwards has dredged around 42,000 cubic yards of sediment out of the lake since January 1, 2022. Director Givens also reported that the Town has spent around \$490,000 towards the \$1,000,000 grant received this year.

Director Givens announced that the Town will apply for a 2023 dredging grant in November and asked if Council had a set amount of funding that they would like the Town to apply for. Director Givens recommended applying for \$1 million, which is the amount received for 2022.

Director Givens reported that the mining permit has been approved, but a bond must be sent in order to fully obtain permit. Director Givens explained that the mining permit will allow for the Town to mechanically dredge through excavation. Director Givens noted that the current plan is begin the excavation near Morse Park and noted that more excavation can take place when the lake is able to draw down more.

Director updated Council on the Temporary Dredging Easements from Chapel Point Road property owners and that 11 of the 12 property owners had submitted the easement, but one property owner could not be reached in any capacity. It was noted that the Town has been advised to proceed with operations without the remaining easement.

Commissioner DiOrio noted that applying for additional grant funding when excavation is underway might be beneficial. Director Givens reminded Council that the Town must match

25 percent of the grant regardless of the award amount. Director Givens noted that invoices can be sent in quarterly. Mayor Pritchett noted that the Town would need to have this reflected in the budget in the future, if additional funds are applied for and awarded.

Commissioner DiOrio asked if the Town can put the silt where needed with the mining permit. Director Givens explained that the silt must be disposed of outside of Town limits, but fill areas could be approved in the Town if needed. Director Givens expanded that having the silt stored in Town requires another level of permitting.

Commissioner Bryant asked if the boom on Pool Creek could be paid for with this grant. Director Givens said that the grant cannot be used for the boom on Pool Creek since it is a different subject. Commissioner Bryant asked if a portion of Pool Creek could be dug out to have a sediment catch basin. Director Givens answered that the Pool Creek area is very rocky and would be hard to do.

Commissioner Proctor asked Director Givens to provide him with information when the Town has a schedule in terms of dredging and equipment. Director Givens predicted the schedule will be from January 2023 until the lake returns to full pond for the drawdown season.

IX. FIREFLY COVE WATER SYSTEM DISCUSSION

Manager Perkins explained that Director Lindsey had been working on the Firefly Cove water system issues up to date. Manager Perkins detailed that the issues with the Firefly Cove water system have escalated to the point in which the Town needs an engineer in order to get permitting to being resolving issues and Kurt Wright, PE, is not available. Manager Perkins noted that Director Lindsey spoke with Brian Houston who reported that LaBella is willing to work with the Town and the state on obtaining permitting necessary for making improvements.

Director Lindsey explained that the system is running at this time, but the refilling of the tank is very slow and it will take time to get to normal tank levels and satisfactory pressure. Commissioner Proctor asked if water is coming from Chimney Rock now. Commissioner DiOrio answered yes, but three homes are not being reached so a booster pump is needed.

Commissioner DiOrio noted that future procedures will be better because the Town now knows that they have cross-connect access from across town in the Ingles area.

X. ADNS WI-FI NETWORK CHANGES AND UPGRADES DISCUSSION

Director Lindsey explained that the proposed network improvements are for the Community Development building, Lake Operations, and Town Hall. Council was provided with the quote detailing proposed upgrades. Director Lindsey explained that the Town is currently paying \$60 a month for Wi-Fi, but would be on a Town firewall if proposed upgrades are made.

Director Lindsey noted that building maintenance including painting is another upgrade that the Town needs.

Manager Perkins reviewed the quotes that were provided and noted that a budget amendment will be included on the agenda at the next regular meeting. Finance Director Stephen Ford will receive finalized quotes.

XI. POOL CREEK BRIDGE LIGHTING PROJECT UPDATE

Director Lindsey reported that he is awaiting a response from NCDOT regarding engineering approval to allow the Town to replace the Pool Creek Bridge lights. Director Lindsey stated that he has obtained quotes and that proceeding will be at the discretion of the Council. Mayor Pritchett asked when a response from NCDOT is expected and Director Lindsey answered that his hope is to have a response later in the week.

Commissioner DiOrio proposed to allow Public Services Department to replace lights and keep the old lights if the Town wants to refurbish them at a later date.

Commissioner Proctor asked the cost difference between new lights and refurbishing the old lights. Director Lindsey stated that refurbishing is about \$20,000 and noted that filling in column cracks is an option along with a new lantern style.

Director Lindsey noted that Lake Lure Properties has offered to help the Town with completing this project. Manager Perkins reported that he had recently spoken with Mr. Wittmer who confirmed that his company, Lake Lure Properties, is will work with Town.

Manager Perkins agreed to will into contact with Mr. Wittmer about moving forward with the project, following a response from NCDOT. Manager Perkins noted that recasting also might be looked into.

XII. COMMUNICATIONS TOWER UPDATE

Community Development Director Michael Williams noted that additional letters from Lake Lure residents have been sent to the state regarding the support and necessity of the communications tower. Director Williams explained that Tillman Infrastructure would like to go to the state to request a monopole rather than their recommendation for a stealth tower. It was noted that the Town has supported the efforts of Tillman Infrastructure and that the company hopes to receive a response from the state within a few weeks. Director Williams explained that Tillman Infrastructure is working for AT&T and ensured Council that AT&T has expressed that the company still wants to pursue the tower. Director Williams concluded that the communications tower is now expected in the first quarter of next year.

XIII. COMMUNITY DEVELOPMENT DEPARTMENT UPDATES

Director Williams reported that the Community Development Department is partially in the new office, but work is still being done to move completely. Director Williams explained that he is going to move Town documents that are currently located Public Works to the new

Community Development offices vault and will work with Town Clerk Olivia Stewman on retention and disposition efforts. Director Williams noted that the department's technological devices are in the new office building, but Internet is very weak and ADNS will be helping resolve this issue. Williams stated that he is going to contact PANGAEA as well.

Commissioner Doster asked if there is any way that fast track the budget amendment for network upgrades for Community Development. It was concluded that the Town can go proceed with the purchase of upgrades for Community Development without Council approval because the cost does not exceed \$5,000.

Director Williams also reported that he is working to begin the process of hiring the previously approved Zoning and Code Enforcement Specialist.

XIV. PROJECT MANAGER SEARCH UPDATE

Manager Perkins provided Council with a tentative calendar and timeline for hiring the Project Manager. Manager Perkins explained that various outside sources will be used to recruit qualified candidates. Manager Perkins also mentioned that he will be reaching out to qualified candidates via email and phone. Manager Perkins concluded that the Town is expected to have hired the Project Manager by October.

XV. LAKE ADVISORY BOARD MEMBER APPOINTMENT

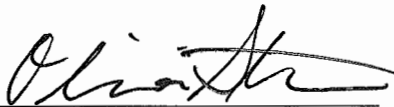
Commissioner DiOrio paid respect to Bill Bay, whose passing lead to a vacancy on the Lake Advisory Board (LAB). Commissioner DiOrio recommended the appointment of Richard Sayles to the LAB. Commissioner DiOrio explained that Mr. Sayles previously served on the recently disbanded Utility Advisory Board and is a responsible individual. Commissioner DiOrio noted that Mr. Sayles' term expire when Mr. Bay's term was scheduled to expire.

Commissioner Doster made a motion to appoint Richard Sayles to the Lake Advisory Board. Commissioner DiOrio seconded and the motion carried 4-0.

XVI. ADJOURNMENT

Commissioner Bryant motioned to adjourn the meeting. Commissioner DiOrio seconded and all voted in favor. The meeting was adjourned at 2:32 p.m.

ATTEST:


Olivia Stewman, Town Clerk


Mayor Carol C Pritchett