

**THE MAYOR AND BOARD OF COMMISSIONERS
OF THE TOWN OF ERWIN WILL MEET IN REGULAR SESSION ON
THURSDAY, NOVEMBER 3, 2011 @ 7:00 P.M.
IN THE ERWIN MUNICIPAL BUILDING BOARD ROOM**

AGENDA

1. MEETING CALLED TO ORDER

- A. INVOCATION
- B. PLEDGE OF ALLEGIANCE

2. AGENDA ADJUSTMENTS /APPROVAL OF AGENDA

3. CONSENT ITEMS (Page 3)

All items on Consent Agendas are considered routine, to be enacted on one motion without discussion. If a Board member or citizen request discussion of an item, the item will be removed from the consent Agenda and considered under New Business

- A. Approval of Minutes:
 - 1. Regular Board of Commissioners Meeting: October 6, 2011
- B. Tax Releases/Refunds: #11-12
- C. Appointment of Karen Lamm to the Town of Erwin Planning and Zoning Board of Adjustments as ETJ Alternate Member
- D. Proclamation Recognizing Outgoing Planning and Zoning Board of Adjustments Chairperson Mrs. Nancy S. Jackson for Outstanding Service: 2011-005
- E. Proclamation Commemorating Veterans Day: 2011-006
- F. Proclamation Home Care and Hospice Month 2011: 2011-007
- G. Proclamation Recognizing Mr. Walter B. McNeill for Citizen of the Month: 2011-008

4. OLD BUSINESS

- A. Consideration of Budget Amendment for the Purpose of Scheduling Town Hall Roof Repairs (Page 14)

5. NEW BUSINESS

- A. Chicora Phase II Sewer Project Presentation and Community/Board Question Answer Session (Page 16)
- B. Consideration of Releasing for Bid Chicora Phase II Sewer Project Bid Document (Page 17)
- C. Consideration of Fee Schedule Amendment for the Purpose of Accepting Credit and Debit Transactions for General Governmental Revenue Functions (Page 18)
- D. Consideration of Recommended Amendments to the Town of Erwin Parks and Recreation Municipal Park Concessions Agreement (Page 21)

- E. Consideration of Recommended Amendments to the Town of Erwin Community Center Rental Agreement Policy (Page 32)
- F. Presentation of Proposed Cell Phone Use, Maintenance, and Stipend Policy (Page 33)

6. **PUBLIC COMMENT** - *Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 15 minutes or less. Citizens should sign up prior to the start of the meeting. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Thank you for your consideration of the Town Board, staff and other speakers.* §160A-81.1

7. **STAFF REPORT**

- A. Police Department (Page 40)
- B. Parks and Recreation (Page 41)
- C. Library/Community Center (Page 42)
- D. Public Works (Page 44)
- E. Finance (Page 45)
- F. Tax (Page 46)

8. **GOVERNING BODY COMMENTS**

9. **CLOSED SESSION**

Pursuant to G.S. 143-318.11(a)(3): To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

- A. Melody Lee vs. Town of Erwin

10. **ADJOURNMENT**