

**ERWIN BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 14, 2010
SPECIAL CALLED MEETING
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Special Called Meeting in the Town Hall on Wednesday, July 14, 2010 at 10:00 A. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Corbett, Frank Taylor, Mark Whitman and Randy Baker.

Board Members absent were: Commissioners Norma Ennis, and Michael West.

Town Manager Bryan Thompson and Town Clerk Cynthia Patterson were present.

Mayor Patsy Carson called the meeting to order at 10:00 A. M.

Commissioner Taylor gave the invocation.

Those present recited the Pledge of Allegiance.

OLD BUSINESS

CONSIDERATION OF GIRL SCOUT HUT HVAC REPAIR OPTIONS

Town Manager Bryan Thompson informed the Board that Staff has received four (4) quotes for the correction of the heating/air issues at the Girl Scout Hut. They are as follows:

J&M Heating/Air, Dunn
Randy Jackson, Erwin
Godwin Heating/Air, Linden
Polar Bear Heating/Air, Coats

Commissioner Baker stated that he was all for repairing the unit at the Girl Scout Hut and when we do it needs to be done right. Commissioner Baker also stated that he would like to patronize our local businesses first or at least give them the opportunity.

Town Manager Bryan Thompson stated that time is the essence, it's still hot with no air conditioning, however we do have quotes here and with the understanding that we do want to go local and do have at least one (1) bid that is local. If Staff solicits a bid from Warren Heating/Air and that estimate comes under a certain threshold could Staff get preauthorization to move forward. Mr. Thompson also asked if Staff received a bid from Warren Heating/Air and have the comparables that are with other local should Staff go with the lowest of the locals or does the Board have a preference on the company that we go with so far as local.

MINUTES OF JULY 14, 2010 CONTINUED

Mayor Carson asked the question with the estimates received today when they would begin the work at the Girl Scout Hut. Interim Parks Director Jeff Harmon stated that they could begin work within 10 to 14 days.

Mayor Carson also stated that she agreed with the Board that we need to patronize the locals first, however we need to move with this as soon as we can without having to come back.

Town Manager Bryan Thompson informed the Board that Staff needs prior approval to prepare a Budget Amendment at a future meeting to cover the cost showing the appropriation of revenue in the Parks & Rec. Dept.

Commissioner Baker made a motion to install a Heating/Air Unit at the Girl Scout Hut but not to exceed a maximum of \$3,000 and was seconded by Commissioner Corbett. The Board voted 4 for and 2 absent (Commissioners Ennis and West).

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**CONSIDERATION OF LANGUAGE AMENDMENT TO THE TOURNAMENT
EVENTS RENTAL AGREEMENT FOR MUNICIPAL PARK FACILITIES**

Town Manager Bryan Thompson stated there has been some conversation about how Staff has approached this. Staff had presented a price listing of what the actual itemized costs were for how Staff came up with the dollar amount in the agreement that was presented to the Board at the last regular meeting. There may have been a misunderstanding that the itemized list is not a fee schedule but rather a demonstration of where the prices came from. Mr. Thompson stated that Staff wanted to review the issue again and make sure everyone was in agreement with this matter.

Town Manager Bryan Thompson then went down each of the itemized categories.

Field Prep

Keep the \$10.00 Field Prep Cost, additional field prep may be requested up to 4 times per field per day.

Bathrooms

Keep as is

Lights

Each hour is assessed at 15 minutes past the hour. If the last game on the field ends prior to 15 minutes past the hour, a half hour will be charged for lighting.

Port-a-Johns

If #4 Field is used it will be mandatory for the organization to require a Port-a-John. The #3 Field will be optional for Port-a-John.

Personnel

Two employees will be provided for each tournament event.

MINUTES OF JULY 14, 2010 CONTINUED

Town Manager Bryan Thompson also informed the Board Staff will make the alterations that are necessary to paragraph one (1) under Facility Fees, Rates, & Guidelines and will put in the appropriate language.

Commissioner Baker made the motion to amend the contract as stated and was seconded by Commissioner Whitman. The Board voted 4 for and 2 absent (Commissioners Ennis and West).

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ADJOURNMENT

Commissioner Baker made a motion to adjourn at 10:57 A.M. and was seconded by Commissioner Corbett. The Board voted 4 for and 2 absent (Commissioners Ennis and West).

**MINUTES RECORDED AND TYPED BY
CYNTHIA B PATTERSON TOWN CLERK**

Patsy M. Carson,
Mayor

Cynthia B. Patterson, CMC
Town Clerk