

1 **PRESENT:** Mayor William L. Lewis, Jr.; Commissioners Jim Kohr, Josh Kohr, Karen Lewis,
2 Danny Walsh and Brenda Wilson
3

4 **STAFF**

5 **PRESENT:** City Manager Chris McGee; Information Technology Director Chad Ives; Interim
6 Police Chief Chris Morning; Planning Director Katrina Marshall; Recreation
7 Director Travis Adams; Public Works Director Patrick Lee; Interim Public
8 Utilities Director Rick Day; Finance Director Lee Tillman; Assistant Fire Chief
9 Steve Coffey; Human Resources Manager Angie Hall; TEC Sales Manager Pam
10 Holder; City Clerk Cindy Morgan, and Deputy City Clerk Mary Weigl
11

12 Mayor Will Lewis called the workshop meeting of the Havelock Board of Commissioners to
13 order at 7:00 p.m. on April 11, 2022 at Havelock City Hall with a quorum present. At this time,
14 Mayor Lewis called for a moment of silence, followed by the pledge of allegiance.
15

16 **WORK SESSION & CONSENT AGENDA**
17

18 The Work Session Agenda and the Consent Agenda was provided to the Board of
19 Commissioners for their review and approval. Commissioner Lewis made a **motion to approve**
20 **the work session agenda and consent agenda as presented.** Commissioner Wilson seconded
21 and the motion carried unanimously. (5-0) The motion included the following approvals:
22

23 **Work Session Agenda as presented**
24

25 **Consent Agenda as presented:**

- 26 • **Minutes of the March 17–18, 2022 Board of Commissioners Planning Retreat**
- 27 • **Minutes of the March 28, 2022 Board of Commissioners Regular Meeting**
- 28 • **NC DOT Municipal Bridge Inspection Agreement (Standard Option C – no changes)**
29 ○ *A copy of this Agreement is on file in the Clerk's Office*
30

31 **WORK SESSION AGENDA ITEMS**
32

33 **EASTERN CAROLINA COUNCIL OF GOVERNMENT BRIEFING**
34

35 The Eastern Carolina Council of Government (ECCOG) is one of sixteen multi-county planning
36 and development regions in the State. Regional Councils are governed by local public and
37 private sector appointments. These Councils are forums where local officials determine
38 priorities for the larger area in which their communities are an integral part. ECCOG is governed
39 by a General Membership Board that includes one elected official from the county/municipality
40 served by the organization. The full board meets twice a year to set policies for ECCOG, guide
41 programming and discuss regional challenges. The ECCOG Executive Committee conducts
42 business for the organization in months that the General Membership Board does not meet.
43

44 The City of Havelock has been a member of ECCOG for several years (annual membership cost:
45 \$4,274) and Commissioner Jim Kohr represents Havelock on this board. Being that the future of
46 ECCOG has been a concern for many in the region, ECCOG President Jay Bender was present at
47 tonight's Board meeting to respond to questions or concerns that the Board may have.
48

49 As background, Mr. Bender began by saying that over the past 6 to 8 months, the ECCOG has
50 received their fair share of unflattering press and from that, has learned as an organization they
51 have failed to be responsive to their members. Recently, Mr. Bender mailed to the City Manager
52 and Commissioner Jim Kohr an assessment from SERDI (South Eastern Regional Directors
53 Institute) in which they listed what they felt needed changing and also, the response that the
54 ECCOG put together "to restructure, restore, rebuild and reestablish some relevancy." What
55 SERDI said was that everyone needs to be a part of the club, ECCOG needs to do what it takes
56 to get everyone involved, they need to change their governing structure to better reflect the
57 membership, the leadership (the Board members) need to be more involved, they have to have
58 an executive director with experience who will not only follow Board directive, but can recruit
59 and retain staff and engage with folks in the field, ECCOG needs to have adequate staff, and they

60 need to have regular meetings with their managers – City and County. Mr. Bender said that they
61 got together and looked over all of the recommendations from SERDI and decided what they did
62 and didn't like, and made a list of what they would like to attempt to accomplish.

63
64 They are currently searching for an executive director, hopefully one with COG experience. Mr.
65 Bender stated that the recruiting process is going well and that the committee is interviewing
66 three candidates next week. He went on to say that their finance officer retired, thus they also
67 need to hire a finance officer. They have also decided to prioritize their services. Obviously
68 Aging and Transport are two big things for ECCOC, but there are other services that they need.
69 Based on member feedback, they prioritized grant writing and administration; planning services;
70 mapping and GIS; facilitating training and workshops; local government administration and
71 support; human resources support such as manager searches, police chief searches, etc.; and
72 disaster recovery. Mr. Bender stated that they need money and staff to provide these services.
73 They have applied for and are confident that they will receive a \$400,000 USDA grant that they
74 will match with \$100,000.

75
76 Continuing on, Mr. Bender stated that they are going to hold more meetings of the Board
77 members, giving everyone the opportunity to have their voice heard. They are going to begin
78 meeting quarterly in different locations. He further stated that they plan on creating an Advisory
79 Board of the County Managers, and maybe the City Managers as well. Some other structuring
80 things that they have planned will include two municipal and two county individuals to hold the
81 positions of President down to Secretary. They are also exploring the option of bringing in an
82 outside consultant, after they have an executive director, to review current procedures,
83 governance, projected costs, etc.

84
85 Mr. Bender said that he would like to leave the Board with three final thoughts:
86 1. The current leadership is committed to trying to fixing this. They know that it did not fall
87 apart overnight and it will not be fixed overnight.
88 2. "Regionalization" is a major buzzword. The Local Government Commission (LGC) is
89 getting ready to give a bunch of money to the COG's to help towns and counties that are
90 on the Distressed Utility list. Aging and transportation are oddly regional. Water and
91 sewer – they want you to combine. State and Federal Government agencies want to see
92 regionalization. It's important for us (ECCOG) to get our act together.
93 3. A colleague once said: "Don't ask what that ECCOG has done for you, my county, my
94 town? We need to ask, what have we asked you to do for my county, my town?"

95
96 Mayor Lewis opened the floor to questions from the Board.

97
98 Commissioner Walsh asked if they have considered hiring any retirees. Mr. Bender said that
99 they have not. They currently have Mr. Tim Ware working for them as Interim Director. Mr.
100 Ware is retired and also on a leave of absence at this time.

101
102 Commissioner Jim Kohr thanked Mr. Bender for coming and speaking with the Board, Manager
103 and Mayor this evening. Commissioner Jim Kohr asked of the several members who have pulled
104 out of the ECCOG, what is leaderships plan to get those municipalities back? Mr. Bender stated
105 that he honestly didn't know the answer at this point. He went on to say that the services that the
106 COG offers don't go away, they will just be offered by someone else.

107
108 Commissioner Josh Kohr asked Mr. Bender of the list of services that he mentioned, which ones
109 are the ECCOG currently offering. He replied that other than aging, transportation, grant writing
110 and administration, they offer planning, GIS and mapping, training and workshops for the NC
111 RISE Program; manager and police chief searches; and disaster recovery. However, he admitted
112 that ECCOG have dropped the ball on some of these programs. Commissioner Josh Kohr went
113 on to ask if any of their three applicant have COG experience to which Mr. Bender replied no,
114 but they have a couple of applicants that have a "tremendous amount of county experience".
115 Lastly, he asked if this restructure is different from the restructure from the 1990's and Mr.
116 Bender replied that although he wasn't involved with the organization back then, from the best
117 he can tell, this restructure is different with the biggest difference being that they are opening it
118 up for the organization to be more participatory among the membership.

119
120 City Manager Chris McGee asked what the long-term plan was to pay for salaries of these
121 staffing changes. In other words, does the City need to expect membership increases to support
122 these salaries. Mr. Bender replied, "There are no anticipated dues changes at this time".
123

124 While no Board action was required this evening, Commissioner Danny Walsh **made a motion**
125 **for the City of Havelock to continue their support and monetary membership of the**
126 **Eastern Carolina Council of Government.** Commissioner Wilson seconded the motion and the
127 motion carried with Commissioner Josh Kohr opposing (4-1).
128

129 **BLUEPRINT MARKETING REPORT**

130
131 On November 22, 2021, the Board approved an Agency Services Agreement between the City of
132 Havelock and BluePrint Business Communications for a six-month term ending June 30, 2022,
133 at a fee not to exceed \$14,000. The purpose of the agreement is to further highlight the Tourist &
134 Event Center's features/amenities, expand the digital footprint, and increase the number of
135 visitors and leads.
136

137 Over the past three months, BluePrint Marketing and Havelock Tourist & Event Center Sales
138 Manager Pam Holder have been executing their marketing campaign. BluePrint President Brice
139 Connors provided an overview of these efforts and the results generated are as follows:
140

- 141 • 242% increase in web traffic
- 142 • Lead generation of 85 telephone calls, 82 emails inquiries, 11 Ellie inquires, and 7 form
143 submissions
- 144 • Based on the current campaign results, an annual economic impact could be assumed at
145 \$175,750 which is based on 185 leads generated yielding \$950 income per rental
146

147 While the current agreement expires on June 30, 2022, additional funding is included in the
148 upcoming budget. Mr. Connors hopes to not only continue their contract with the Tourist &
149 Event Center, but also expand their services with other departments within the City.
150

151 At this time the Mayor opened the floor to questions from the Board.
152

153 Commissioner Walsh asked Mr. Connors to explain to the Board what they can do for other
154 departments in the City. Mr. Connors explained that working on retention and retaining with our
155 key folks who work here as well as from an economic development standpoint by bringing
156 additional business to the City and attracting people to the area to work the new jobs. He went
157 on to state that this gives the City the opportunity to have a cohesive brand all across the board.
158

159 Commissioner Josh Kohr commented that this is encouraging and that he is interested in seeing
160 what more we can do in the future.
161

162 Commissioner Wilson stated that Havelock is a diverse community and we have an opportunity
163 to promote.
164

165 Commissioner Lewis commented that they seem to have done well at the Tourist & Event Center
166 and Staff seems happy with them.
167

168 Commissioner Jim Kohr thanked BluePrint for what they are doing for the Tourist & Event
169 Center. He went on to say that it is not the government's job to promote businesses, it's the
170 businesses job to promote themselves. He would like an explanation of the "Department
171 Expansion" again. There was discussion that if done correctly, BluePrint can advertise certain
172 type of business, but not a certain business. Mayor Lewis interjected that at some point they
173 would have to bring this to a workshop to go over the parameters and make sure that the City is
174 being fair to everyone and added that the Chamber of Commerce probably needs to be involved
175 in these discussions. Commissioner Jim Kohr stated that he is fully on board with making sure
176 our amenities such as the kayak launch are promoted.
177

178 Mayor Lewis relayed that he had discussions with TDA representatives recently regarding the
179 City's relationship. He requested a tourism video of Havelock, similar to the one they have of
180 New Bern. In addition, TDA spoke of their willingness to focus on Havelock's focusing on
181 natural resources, sports and athletics, as well as the state tournaments. Mayor Lewis voiced his
182 desires that the branding picture, TDA video, wayfinding signs and whatever the Board decides
183 with BluePrint to all be cohesive.

184
185 All Board members agreed to move forward with a discussion at a later workshop meeting.

186
187 **FINANCIAL UPDATES:**
188 **RECREATION STORAGE FACILITIES & ATHLETIC FENCING APPROPRIATION**

189
190 The City of Havelock and Craven County entered into a 50/50 cost share Memorandum of
191 Understanding (MOU) on January 24, 2022 for Recreation Storage Facilities and Athletic
192 Fencing at the Hwy 101 Recreation Complex.

193
194 The storage facilities portion of this project was bid on January 25, 2022 with a March 1, 2022
195 deadline, and Staff solicited quotes for the athletic fencing. Recreation Director Travis Adams
196 briefed the Board on the project and provided an overview of the bids/quotes received.

197
198 Bids for the Storage Facilities are as follows:

Vendor	Bid
Waters Contracting Company	\$186,038
Trend Construction Inc.	\$212,663
Trend Construction Inc. Alternate 1	\$180,982
Enterprises G. Inc.	\$170,400

199
200
201 Bids for the Athletic Fencing are as follows:

Vendor	Bid
Coastal Fencing	\$16,650
Seegar's Fence Company	\$19,936
Fence Company	No quote received

202
203
204 Mr. Adams explained that Enterprise G Inc. has the lowest bid at \$170,400 for the storage
205 facilities and Coastal Fencing has the lowest bid at \$16,650 for the athletic fencing. The total
206 project cost is \$187,050.

207
208 Staff sought the Board's authorization to appropriate \$187,050 from General Fund - Fund
209 Balance for the Recreation Storage Facilities and Athletic Fencing at the Recreation Complex.
210 Per the MOU, Craven County will reimburse the City within thirty (30) days its pro-rata share
211 after receipt of paid invoices from the City.

212
213 At this time, Commissioner Lewis made a **motion to appropriate \$187,050 from General**
214 **Fund - Fund Balance to proceed with the Recreation Storage Buildings and Athletic**
215 **Fencing at the Recreation Complex.** Commissioner Josh Kohr seconded and the motion
216 carried unanimously. (5-0)

217
218 **HAVELOCK POLICE DEPARTMENT K9 PROGRAM**

219
220 At the March 2022 Planning Retreat, Interim Police Chief Chris Morning provided information
221 on
222 implementing a K9 program within the Havelock Police Department. The costs, to include the
223 K9 and equipment, were estimated at \$30,600.

224
225 After recent discussions with the Craven County Sheriff's Office, the Havelock Police
226 Department

227 can be the recipient of one of two K9s donated by the American K9 Detection Services, LLC.
228 The Board was provided with specific information on the donation and the background of the
229 K9. With this acceptance, there is also an opportunity for the department to receive some
230 equipment.

231
232 Overall, Staff requested the Board to formally accept the K9, further identified as a 3 year old
233 Belgian Malinois named Rowan, along with an Ace K9 Hot-n-Pop Cool Guard System and a K9
234 Streetfighter Ballistic Vest.

235
236 Commissioner Walsh asked for more information on the Hot-n-Pop Cool Guard System. Interim
237 Chief Morning informed the Commissioners that this device has the ability to send status
238 information, warnings and alerts from the heat alarm directly to the officer's smart phone, tablet
239 or PC with enabled internet browser and will also under alarm conditions, activate an S.O.S.
240 horn honk signal, siren, light-bar activation and dual window drop to immediately equalize the
241 internal temperature of the vehicle, as well as many other safety features for the K9.

242
243 Commissioner Jim Kohr commented that when this was presented in the budget, the cost was
244 around \$34,000. He would like an explanation of the other expenditures for the K9. Being that
245 the K-9 is now being donated, Interim Chief Morning explained that there are existing monies in
246 the budget that would cover insurance, vet bills, food and items like that, for Rowan.

247
248 At this time, Commissioner Josh Kohr made a **motion to formally accept the K9, further**
249 **identified as a 3 year old Belgian Malinois named Rowan, along with an Ace K9 Hot-n-Pop**
250 **Cool Guard System and a K9 Streetfighter Ballistic Vest.** Commissioner Jim Kohr seconded
251 the motion and it carried unanimously. (5-0)

252
253 **STREET SWEEPER PURCHASE OPTION**

254
255 As briefed at the March 2022 Planning Retreat, the City's street sweeping contract with Butler
256 Trieu will be increasing significantly in the upcoming budget year (\$21,000/year to
257 \$66,000/year). Based upon this information and being that there are no other street sweeping
258 contractors within close proximity; Public Works Director Patrick Lee briefed the Board on a
259 City purchase alternative. Information was provided on how this would be handled in-house to
260 include potential cost savings over time:

261

Information

- Cost of a new street sweeper: \$186,000 plus \$5,586 taxes and tags.
- On average it takes approximately 40 hours to sweep the entire City route.
- 1 staff member would be dedicated to full time street sweeping on average 5 days per month (or more depending on conditions).
- Life expectancy of a street sweeper is approximately 8 years.

Options

- Purchase a street sweeper: $\$191,586 \times 1 = \$191,586 / 8 =$ \$23,948/ yr.
Annual Fuel and Maintenance: \$9,000/ yr.
Approximate per year total: **\$32,948 yr. Total**
- Contract out street sweeping: $\$66,000 \times 8 = \$528,000 \times 8 =$ **\$66,000/ yr. Total**
- **Potential cost savings over the 8-year period (by purchasing a street sweeper vs contracting out) = Approximately \$264,416**

262
263 A Commissioner's motion and second was sought to appropriate \$191,586 from the Powell Bill
264 Fund Balance to purchase a street sweeper.

265
266 Commissioner Wilson asked would there be an additional labor cost. Mr. Lee responded, "no,
267 existing staff would use this machine."

268
269 Commissioner Walsh suggested coming up with a plan to let the public know what days the City
270 will be street sweeping so they don't park on the street. He was informed that Staff is already
271

272 working on a plan, which will likely include the green waste route. Regarding another matter,
 273 Commissioner Walsh asked Staff to look into removing the one-inch pipes that go into the storm
 274 gutters on the streets. Mr. Lee responded that he would look into it,
 275

276 At this time, Commissioner Wilson made a **motion to appropriate \$191,586 from the Powell**
 277 **Bill Fund Balance to purchase a street sweeper.** Commissioner Lewis seconded the motion
 278 and it carried unanimously. (5-0)
 279

280 **BRIEF REPORTS**

281
 282 City Manager Chris McGee took this opportunity to remind the Board of the following events
 283 and project updates:
 284

285 **PROPOSED RECREATION STAGE RENTAL FEES**

286
 287 During the March 2022 Planning Retreat, the Board was briefed on recent inquiries regarding
 288 renting the City's new stage, located in City Park. As a result, City Staff provided an option for
 289 stage rental and stage/shelter rental for the Board's consideration (highlighted below).
 290

291 The proposed fees are consistent with the 4-hour blocks for the shelter rentals. The Board's
 292 comments/feedback were sought with approving the fees as presented or revised. Being that the
 293 fees are included in the City's Fee Schedule, official Board action would need to be taken to
 294 make any changes.

SECTION IX

RECREATION USER FEES^{13, 26,32,42, 50, 53, 86, 90,95,102,126}

FACILITY	RESIDENT	NON-RESIDENT
Recreation Center Meeting Room or Arts & Crafts Room	\$12.50 per/hr	\$15.00 per/hr
Recreation Center Gymnasium	\$25.00 per/hr	\$35.00 per/hr
Park Shelter (WBJ, City Park & Recreation Complex)	\$30.00 per/4 hrs	\$40.00 per/4 hrs
City Park Stage	\$40.00 per/4 hrs	\$50.00 per/4 hrs
City Park Stage and (1) City Park Shelter	\$50.00 per/4 hrs	\$60.00 per/4 hrs
Recreation Complex (Ball field w/o lights)	\$15.00 per/hour	\$15.00 per/hour
Recreation Complex (Ball field with lights)	\$30.00 per/hour	\$30.00 per/hour
All League Facility Use	\$125.00 per team per season.	
Park Lease (Major event/Fundraiser)	\$200.00 per/day \$1,000,000.00 liability ins. \$1,000.00 refundable dep. (Electric turn-on and usage fees)	\$250.00 per/day \$1,000,000.00 liability ins. \$1,000.00 refundable dep. (Electric turn-on and usage fees)
Table Rental	\$5.00 each	\$5.00 each
Chair Rental	\$1.00 each	\$1.00 each

295
 296 Commissioner Jim Kohr asked if the City could continue to offer the discounted rate to City of
 297 Havelock residents but discontinue the discounted rate to non-residents Finance Director Lee
 298 Tillman said that with the grant that we received, it is not possible to offer a discount to one and
 299 not the other.
 300

301 Commissioner Walsh asked if they approve the revision tonight, can the Parks & Recreation
 302 Department begin charging these fees immediately. Mayor Lewis replied yes, they do not need
 303 to wait until July 1.
 304

305 At this time, Commissioner Wilson made a **motion to revise the City Fee Schedule to include**

306 **renting the City Park Stage to residents for \$40 per 4 hours and non-residents for \$50 per 4**
307 **hours and the City Park Stage and (1) City Park Shelter to residents for \$50 per 4 hours**
308 **and non-residents for \$60 per 4 hours.** Commissioner Walsh seconded the motion and it
309 carried unanimously. (5-0)

310
311 On another matter, all agreed that at some point in the near future, the City should start replacing
312 the trees in the City Park.

313
314 **EASTERN NORTH CAROLINA TECH BRIDGE INDUSTRY/TECHNOLOGY SCAN**

315
316 As the Board is aware, Craven County Economic Development, the Eastern North Carolina
317 (ENC) Tech Bridge and Fleet Readiness Center East (FRC East) will hold an Industry
318 Day/Technology Scan Event on Wednesday, April 27, 2022, from 9:00 a.m. to 3:00 p.m. at the
319 Havelock Tourist & Event Center. Commissioner Danny Walsh has been registered to attend on
320 behalf of the Board.

321
322 The event will focus on problem-solving, networking and science, technology, engineering and
323 mathematics (STEM) pipeline development. It will serve as an opportunity to bring together
324 government, state, industry, academia, small businesses, and private capital to expand and
325 sustain partnerships aimed at bringing innovative capabilities to the U.S. Navy and the U.S.
326 Marine Corps.

327
328 In a related matter, the Manager has been consulting with Craven County Economic
329 Development Director Jeff Wood regarding the City providing potential office space for the
330 NavalX Tech Bridge Executive Director, along with conference room space for meetings. The
331 Board was be briefed on specifics regarding this conceptual plan, along with estimated costs to
332 renovate the space and formally proceed.

333
334 Commissioner Walsh made a **motion to allow NavalX Tech Bridge to use available office**
335 **space at our facilities at 199 Cunningham Boulevard (“the IT building”).** Commissioner
336 Lewis seconded the motion and it carried unanimously. (5-0)

337
338 **SALUTE TO THE VETERANS EVENT**

339
340 The Havelock Chamber of Commerce will host their annual Salute to the Veterans event on
341 Tuesday, May 10, 2022 beginning at 6:00 p.m. at the Tourist & Event Center. The Keynote
342 Speaker will be LtGen Walter Gaskin, Secretary of the NC Department of Military & Veterans
343 Affairs. The Tourist & Event Center will be sponsoring two tables for this event; therefore,
344 please inform the City Clerk if you would like to attend.

345
346 **ESSENTIALS OF MUNICIPAL GOVERNMENT**

347
348 The UNC School of Government is offering the Essentials of Municipal Government course in
349 New Bern this year. The course will be held June 9-10, 2022. The entire Board is encouraged
350 to attend. The City Clerk will register all those interested in attending.

351
352 **COMMISSIONERS REPORTS/COMMENTS**

353
354 Commissioner Wilson asked Public Works Director Patrick Lee to go look at the sidewalks
355 around the City Park. Some of the walking sidewalks are causing a tripping hazard and need
356 grinding. Mayor Lewis added that some of the areas actually need to be replaced and not
357 grinded down, due to being broken down so bad. He added that he also talked about adding a
358 sidewalk from the City Stage to the ADA parking lot and fixing the handrails on each side of
359 “culvert pipe sidewalk area”. The manager also suggested researching what the ADA
360 requirement on sidewalk width is, while we are working on sidewalks.

361
362 On another topic, Commissioner Wilson has a vendor for the Chili Festival who sells CBD
363 products. At this time, there are no rules for or against CBD within the City Parks. The Chili
364 Festival Committee asked for the Board’s guidance before accepting the vendor’s money.

365 Mayor Lewis advised that CBD is not THC nor will it get you high. It is an herbal supplement.
366 After some discussion back and forth about CBD, tobacco and alcohol, all agreed to table this
367 until the City Attorney could be consulted on this matter.
368

369 Commissioner Josh Kohr would like NCDOT to consider crosswalks in Havelock after the
370 bypass project has been completed.
371

372 Commissioner Jim Kohr was pleased with the American Rescue Plan article in the NCLM
373 publication. The manager commented that the Sun Journal was interested in running some good
374 news stories on the City of Havelock.
375

376 Commissioner Walsh had no report.
377

378 Commissioner Lewis had no report.
379

380 **MAYOR'S REPORTS/COMMENTS**

381
382 Mayor Lewis had no report.
383

384 **CLOSED SESSION**

385
386 At this time, Commissioner Jim Kohr **moved to enter into closed session under NCGS 143-**
387 **318.11(a)(6) to discuss a personnel matter.** Commissioner Lewis seconded and the motion
388 carried unanimously. (5-0) The Board entered closed session at 8:45 p.m.
389

390 **OPEN SESSION**

391
392 The Board exited closed session at 10:00 p.m. Commissioner Josh Kohr **moved to go back into**
393 **open session.** Commissioner Jim Kohr seconded and the motion carried unanimously. (5-0)
394

395 Commissioner Jim Kohr made a **motion to revise the City of Havelock's Pay & Classification**
396 **Scale to add an Assistant City Manager position, Grade 34, effective at 12:01 a.m. on April**
397 **12, 2022.** Commissioner Lewis seconded and the motion carried by four (4) ayes to (1) nay. (4-
398 1) {Ayes: Jim Kohr, Josh Kohr, Karen Lewis, Brenda Wilson/Nay: Walsh}
399

400 **ADJOURNMENT/RECESS**

401
402 With there being no other business to discuss, Commissioner Jim Kohr made a **motion to**
403 **adjourn.** Commissioner Josh Kohr seconded and the motion carried unanimously. (5-0)
404

405 The meeting adjourned at 10:02 p.m.
406

407 Date approved: _____

408 _____
409 William L. Lewis, Jr., Mayor

409 Attest:
410

411
412 _____

413 Mary C. Weigl
414 Deputy City Clerk