

The Richlands Town Council held a regular monthly meeting in the Richlands Council Chambers on October 8, 2013 at 7:30 pm with the following present:

Mayor: Jannis White
Town Manager: Tim Taylor
Town Clerk: Susan Whitt
Town Attorney: Brad Ratliff
Council Members: Joe McCracken, Rod Cury, Larry Johnson,
Frances Meadows, Doug Ratliff

Mayor White called the meeting to order.

Tim Taylor gave the invocation and led the Pledge of Allegiance.

Mayor White asks if there is anyone that would like to speak who is not on the agenda. Ben Sparks requested to be added to the agenda.

Mayor White also mentioned one change in the agenda, under the Clinch Valley Initiative, instead of Margie Douglass, it will be Brad Krepps.

Rod Cury made the Motion to approve the Agenda as amended, seconded by Joe McCracken. All in favor 5/0. Motion carried.

Minutes for the council meeting of September 10, 2013 had been previously distributed and Mayor White asks if there any amendments or corrections to the minutes. There were none. Doug Ratliff made the motion to approve the Minutes as presented, seconded by Rod Cury. All in favor 5/0. Motion carried.

Scheduled Comments:

Rod Cury-Recognition of JROTC Cadets and RHS Senior, Justin Shortt. Students recently conducted a scavenger hunt on the Section House Property. The students used metal detectors of their own plus two that were furnished by the Town of Richlands. They were assisted by Police Chief Frank Dorton, Vice Mayor Rod Cury and Restoration Committee Chair Lynna Mitchell. The service that these students provided is in accordance with the Virginia Department of Historic Resources. A variety of items were found, some of little value, part of a plow, an antique door plate, and several old coins. All of these items were given to the Town of Richlands. One of the most exciting finds was an old brick sidewalk leading to a door on the western side of the House. This particular find will be invaluable to the plan and design of the Section House. These students have represented Richlands High School, the Town of Richlands and themselves extremely well and we are very proud. Hannah Alley, Commander of the JROTC, a Cadet Major, introduced the Cadets: Kristen Helton, Cadet First Lieutenant; Kyle Cruvey, Cadet Captain; Caleb Cruvey, Cadet Captain; Staff Sergeant Hunter Kelly, Tech Sergeant Reid Artrip, Cadet 1st Lieutenant Mason Vandyke. Senior Justin Shortt, who also helped on the dig.

Ms. Alley thanked the Town of Richlands for allowing them to be a part of the Scavenger Hunt. With the JROTC, they have a guideline for community service events and hours, this helped them meet those guidelines.

Council thanked each student for their service on this project.

Clinch River Valley Initiative-Brad Krepps-the Director of the Conservancies of Clinch Valley, working across southwest Virginia to promote water quality and wildlife areas. Tonight he is representing the CRVI, as a member of the steering committee. The purpose of the Initiative is to create economic opportunity in Southwest Virginia by trying to capitalize on our outdoor assets and our cultural assets. One of the particular areas is the Clinch River. We think about ways the Clinch River could be utilized in a way that it could be

enjoyed by people and used to attract visitors to the region to spend time and money while visiting.

Goal 1-Develop a Clinch River State Park. The goal is to build new local economic activity using outdoor and cultural assets. There is a wide range of partners that are involved in CRVI; localities, local citizens, a number of different agencies like the state parks, the DCR and Dept. of Housing and Development, Conservation Groups as well as educational groups. We think it would be a great magnet for people to come to the region and learn more about the river and everything that is around it. State Park Group is trying to raise awareness about the potential for the park. They did an economic impact study over the winter. It looked at the economical impact if we had a state park what benefits would that make. In the construction phase of the park, you would have about 3.5 million dollars annual impact over a period of typically five years. Then once up and running, it would probably have about a 2.5 million dollar impact annually to the regions of Tazewell, Scott, and Russell Counties.

Goal 2-Develop and Integrate Access Points, Trails and Campgrounds along the Clinch River. There is a public access point group, they are trying to improve access along the river along Scott County. They have three new access points they are working on, they are up and running. They have published a short document “Best Practices Document” that can be provided to any locality that is interested. It is a guide for how to do an access point, what it should look like, safety points, just an effort to provide consistency if any other localities are interested in creating a new access point and enhancing ones that are already there.

Goal 3-Enhance water quality in the Clinch River- They had 8 sites that were illegal dump sites they managed to clean up along the river in the region. Working on water quality and working to enhance educational opportunities for the local school to use the river as a resource. The Clinch River is famous for having more rare species than any other river in the US.

Goal 4-Develop and Enhance Environmental Education Opportunities for all Community Members in the Clinch River watershed. The educational group part of the Initiative in the past year has had a large educational program. They reached out to 70 participants, most of whom were teachers, they spent a whole day learning about educational resources of the river and how they can incorporate them into their lesson plans.

Goal 5-Connect and Expand Downtown Revitalization, Marketing and Entrepreneurial Development Opportunities in the Clinch River Valley. In terms of downtown revitalization and marketing, a couple of things that have come along that are very exciting. The group helped UVA-Wise to publish a book called “The Blueprint for Entrepreneur Growth and Economic Prosperity in SWVA” It is good for entrepreneurs thinking about starting new businesses in SWVA. The group also helped hold an Opportunity Summit which was a large meeting to talk about those opportunities on the blueprint and out of that they have created what is called the Southwest Virginia Entrepreneurship Challenge which will award 6 Grants to 6 Entrepreneurs to start new businesses. This is based on businesses that are thinking on tapping into the outdoor business assets in Southwest Virginia. They will make the decision in December. The group has also been working with a public relations specialist who has developed some branding tools (fonts, etc.) to make available for all of the towns to use to promote the town and the river and everything associated with it so that the region has a common identity. There is a whole package of materials that are available. Should the town be interested, he can help find them.

Doug Ratliff asked if they help to develop grants. Mr. Krepps said they usually rely on the skills and services of partners to go after grant funding. Mr. Ratliff asked about a possible grant to re-open the Old Mill Restaurant and Mr. Krepps said he could get him the information.

He then mentioned the partnership between the Town and Virginia Tech for the conceptual plan for the extension of the Walking Trail. There has been similar work in Cleveland and St. Paul. Rod Cury thanked Mr. Krepps personally and on behalf of the Town for his work on this project and for coming to council tonight. Mr. Cury also mentioned the Town's participation in the project with CDAC and said that we have more than met our match with community participation.

Richard Smith-Chairman of the Planning Commission-Three roadways were addressed at the last meeting that needed name changes. It is incumbent to do this for 911 purposes to eliminate any confusion as to where these roads are located. A couple of meetings ago, he addressed council on re-naming what was called before the annexation Hunter's Ridge Road to River Road, which is the more commonly known name. However, upon further review, there are already two River Roads within the County, one in Cedar Bluff and one in Tazewell. The Commission looked at adding Clinch to that and our recommendation to Council would be rename this road to "Clinch River Road" and would provide clarification to 911 addressing and emergency systems.

Also there is an area known as Bay Road and it is a "T" shaped road, and both ways are still known as Bay Road, so there is some confusion there. The Planning Commission recommends that the left fork of Bay Road be re-named to "Leaf Street".

The third road to be addressed tonight is a relocated road off of Birmingham Road, near an entrance that was provided that connects Jerry Dunford's property. It has yet to be named and it is a relocated road and the suggestion is for that road to be named "Amber Street". Tim Taylor commented that is a private street.

These are the recommendations of the Planning Commission and the primary purpose is for the emergency services for clarification.

Rod Cury made the Motion to accept the recommendations of the Planning Commission to rename the three roads as presented by the Planning Commission Chairman Richard Smith and to have the Town Attorney prepare an Ordinance and advertise the public hearing, seconded by Joe McCracken. All in favor, vote 5/0. Motion carried.

Doug Ratliff mentioned that the numbers in Hidden Valley Subdivision, especially on Plantation Drive are not in order. There are difficulties and delays locating homes for emergency calls due to this problem. He requested the Planning Commission meet to discuss renumbering these homes to clear up any confusion for EMS and Fire when responding to calls. Richard Smith said he was not aware of this problem and said he would follow up on it. Tim Taylor suggested coordinating with E-911 Center also. There are other streets in Hidden Valley that have inconsistent numbers as well. Mr. Taylor said there are criteria for the 911 addresses and they would need to meet with them (E-911) to make sure those criteria are covered.

Ben Sparks-404 Dot Street-There is a house close to his driveway that has been abandoned for around 30 years and the back side is falling down. It needs to be cleaned up. He thinks Jerry Lowe is the owner. It is right under the hill from his home, not sure what the address is. Mr. Taylor said he would get an address for the attorney. He said they would look at it.

Tim Taylor- in August 2013 Council had authorized a request for proposals for **Requests for Professional Engineering Services** that are needed for the Town to act as a retainer. This retainer agreement would be a type of contractual agreement between an engineering firm to provide, as needed, services for utilities: water, waste water and potentially gas if the Town ever decides to get into that. Often times with our expansions, the type of problems we may have or some type of work that we need immediate attention, there becomes a need for a professional engineering service. There are times a seal is needed from a professional engineer, we have no longer have a civil engineer on staff, nor do we have an electrical engineer so the need has arisen for this particular service. We published an RPF (Request for Professional Services) and had two respondents. We then went through the process with our department heads and our facility managers, basically chief operators, to sit in on the interview with the engineering firms and went through the process of ranking each firm and the votes, and the number one ranked firm was Thompson & Litton. We have gingerly discussed a preliminary type of contract and the Town Attorney has been involved in that. We have come to resolution to schedule an interview with this particular firm to negotiate in closed session to consider entering into a contract with them. Rick Chitwood is here tonight representing Thompson & Litton. Brad Ratliff suggested going into closed session pursuant to Section 2.2-37.11 (a)-6.

Doug Ratliff made the Motion to go into closed session pursuant to Section 2.2-37.11(a)-6, seconded by Rod Cury. All in favor, vote 5/0.

Council went into closed session at 8:00 p.m.

Council returned from closed session at 9:30 p.m.

Larry Johnson made the Motion to return from closed session, seconded by Doug Ratliff. All in favor, vote 5/0.

Mayor White asked all council members to affirm that the only business discussed was pursuant to Section 2.2-37.11(a)-6-discussion or consideration of public funds. Doug Ratliff, Frances Meadows, Joe McCracken, Rod Cury and Larry Johnson all affirmed.

Mayor White asked for a Motion as a result of closed session. Rod Cury made a Motion to allow Town Manager Tim Taylor to sign a contract for retaining Thomson & Litton for professional services subject to final legal review, seconded by Joe McCracken. All in favor, vote 5/0. Motion carried.

Council Member Reports:

Rod Cury-The-September 24th Community Meeting-with CDAC concerning the Conceptual Design of the Extension of the Walking Trail was a very successful meeting. We had 39 people in attendance and wanted to thank everyone who came. They had received emails from Lara Browning complimenting us on our part of the work. He learned earlier tonight that the Town has exceeded our match. (in kind). Ms. Browning asked for permission to share our boards, which Richard Vance has, which shows the conceptual design of the Clinch River Valley Initiative. We have given her permission to share that work.

The next Planning Commission meeting is scheduled for Tuesday, November 5th at 7:30 pm at the Town Hall.

Street requests from Mayor White were given to Tim Taylor. She asked about the handicap parking at the church. He said that he had but the dilemma is that while most folks would like to have handicap parking on the street that would accommodate their church, we have to meet ADA, Federal Highway Requirements as well as VDOT requirements. Some of the elements that must be incorporated into the design make it almost impossible to do in certain

areas, mainly because if you put a sign up that allows handicap parking then the Town is obligated to make the curbing and the sidewalk in compliance with ADA standards. Some of our elevations make it impossible to do that and the problem that we ran into at the church was that the sidewalk is 2 ft. higher than the street and the amount of distance from the street to the sidewalk is much greater than is allowed. Unfortunately, it is true of the entire area. Jim Taylor and I looked at it today to try to think of a way to get it done. If you put it close enough to the curb on the end where they could actually access the corner area, it puts the people getting out the vehicle in peril of the traffic coming around the curve. The only solution we could come up with is private parking in the back. We gave it great thought and consideration but it is just impossible to do.

We also looked at the street light request on E. Second Street in the early morning hours, and it meets our requirements for street lighting. For security lights, it is a little weak, but if they want more lighting, they have to purchase it.

Joe McCracken-

1-had discussed a couple of things with Mr. Taylor in private that needed to be taken care of.

2- A house on Vickey Drive is about to fall down. On the hill to the left fork, he thinks the owner may be Holmes. Mayor White said this house had been discussed previously. It is located near the Clarks. He said in his opinion, it is beyond repair and is an eye sore as well as dangerous. After turning left, it would be third or fourth house on the right. It is a blue house. The lady that lives across from it is concerned. It needs to be cleaned-up and secured for safety purposes.

3- Mr. McCracken also asked about the handbill ordinance, said he is still receiving complaints about the flyers being tossed in the driveways. The handbill ordinance had been revised by Brad Ratliff and emailed but it had been inadvertently omitted from the Council packages. Joe McCracken asked how it would be enforced once the Ordinance was adopted. Mr. Ratliff (Brad) said that it has a civil fine for non-compliance. It would be town wide.

4-He spoke to Mr. Taylor and Chief Dorton about a hangout over behind Food Lion. He says nothing has been done. He says there is more stuff over there now than before. Still people hanging out, throwing out trash, furniture, etc. The people that live in the neighborhood are concerned and do not want this. He is requesting something be done. Mr. Taylor asked whose property it is. Chief Dorton said he didn't know. Need to determine who the property owner is. Chief Dorton said he thought it might be AEP. Mr. McCracken reiterated that he thought that something should be done. Mr. Taylor said that if it owned by AEP then with their consent they can put up "No Trespassing" signs and enforce them.

Frances Meadows-

1-She said she understood about the concerns about the handbills being thrown in the driveways, but she is concerned that it would be taking away someone's job. She said she thought these people who do this as their job should be contacted to let them know they would no longer have a job once this Ordinance is passed.

2-There is a complaint on Mason Lane, an alley, on Purcell Road. There is a lot of water that comes down. C. W. Settle had purchased some land, torn down a house, moved a trailer and cleaned it up and wants to use the land to build on later. She requested the Street Committee go look at it. Mr. Taylor said there is a ditch in the middle of that area, as long as they can get the water to go into the drainage ditch it will be fine.

Doug Ratliff

1-Last council meeting Mr. Edgel had a complaint on the house in Hidden Valley on the left that had a dog lot. He asked if that had been addressed. Mr.

Taylor said they had looked at it and it was a fenced in area in the person's yard for the animal. There is nothing in the Code about it, it is not considered an accessory structure. It might be in their deeds or in the homeowner's association but as far as in the R-1 Zone but that is not identified nor are some of the other things that are in the deed restrictions. This is a civil matter. There are plenty of dog lots; it is allowed the way the ordinance is today.

2-Mr. Ratliff said he had another complaint about a property on Kents Ridge just past the service station that has a lot of rubbish in the yard. There are several motorcycles in the yard as well several other items. He said he thought the guy that had been on the coal show a few years ago lived there. He suggested it be looked at. The address for this property is 615 Kents Road and the owner is Mr. Edwards.

3-Mr. Ratliff then asked about the PCA. Mr. Taylor stated that until the rate study was completed, it can remain at -0-.

Larry Johnson-

1-said he had a few things but they had been discussed by other people. He mentioned the web-site and plat on Burnette Street and said they were already on the agenda to be addressed.

2- He asked for a date to have a meeting on the Tax Incentive. Mayor White asked if the tax incentives were for new businesses and suggested they might consider some incentives for existing businesses as well in order to keep them in Town.

Monday, October 14th at 6:00 pm-BPOL- Tax incentive work session scheduled.

Doug Ratliff had another complaint on the dog lot in Hidden Valley, he would like a safety check on the dog. He said he had been advised that the wind had blown the roof off of the dog house and the dog was standing on the roof. Mr. Taylor said they would check on it.

Department Supervisors Reports-

Fred Phillips-handed out reports for the previous month for the Rec Park. Rod Cury offered congratulations to Fred on the donation from Norfolk Southern. Fred said W. T. Hedrick was very instrumental in helping to get that donation. Frances Meadows made a Motion to draft a letter and have it signed by the Mayor to send a thank you for the donation, seconded by Rod Cury. All in favor, 5/0. Motion carried.

Joe McCracken asked about the cost to operate the Rec Park per month. A report had been placed in the council packages showing the expenses for three months. Mayor White asked if there had been any increase since the same time last year and Fred said it had doubled with the price increases. After Mr. Johnson helped them get the weight room updated, it is one of their largest revenues and people don't mind to pay a little more. The hours are 9 am to 9 pm Monday-Saturday and 1-9 pm on Sundays. He said he was just over at the Rec Park this evening and there were around 200 cars over there for soccer. They may only make about \$80 selling drinks but it gives the kids and families a place to go in Town and not have to go over the college. Mr. Taylor noted from the report that last year the donations were over \$40,000.00. Council thanked Fred for a job well done.

Chief Frank Dorton-

1-So far this year they have answered 8,100 calls for service from January to end of September. That is an increase of about 500 calls from this time last year. The month of September there was actually a decrease for calls for service compared to last year.

2-Homecoming parade- was on short notice but turned out with a large crowd, large parade and went off without any problems.

3-Took part in the latest grand jury. Took a large role in serving those warrants and processing those people. It took the whole department to make that happen.

4-Purchased two new vehicles, one is a Dodge Charger which has been outfitted and is now on the road for service. One is a four wheel drive to replace one that was sold at auction, which will hopefully be outfitted and on the road in a couple of weeks.

Council offered their thanks for all the services provided by the Police Department.

Larry Johnson asked about getting estimates on painting the cars. Chief Dorton said they had put out an RFP for the painting of the cars. Those bids are due back in October 22, 2013. Those will be sealed bids; it has been advertised in the paper.

WVVA recently featured 3 fugitives sought by the Richlands Police Department on the APB portion of their newscast. It is a good tool for apprehending fugitives.

Larry Johnson asked if any letters of notice had been sent on the houses on East Second Street. Particularly the one at 735 East Second Street that has the tree growing up through it. Chief Dorton said they did not have any out for that street, they had letters out on Fourth Street, Brown Avenue, East Fourth Street and Purcell. Mr. Johnson asked that a letter be sent out on the property at 735 East Second Street. Brad Ratliff said that a title exam needed to be done to determine who the owner of the property is so that the proper person can be notified. Chief Dorton said it belongs to Stevenson Land & Cattle. Mr. Ratliff said they could move forward in making them liable for clean up because of public nuisance as an option.

Mr. Johnson also addressed the Cecil Ball property. Brad Ratliff said he had done a considerable amount of legal research and had started the process by sending forms to Mr. Ball in order to get rolling on the tax sale.

Joe McCracken asked Chief Dorton about enforcing the town stickers. Chief Dorton said there would probably be road checks within the next week or so.

Mayor White reminded Chief Dorton of the Veterans' Parade on November 9th at 2:00 pm. Chief Dorton said letters had been sent out for both the Veterans' Day Parade as well as the Christmas Parade.

Council agreed that Halloween-Trick or Treating will be on the 31st from 5:30-8:00 pm.

Gordon Russ-

1-Goes before the review board on the 22nd on the grant for heart monitors.

2-Went to Bluefield with Adrienne Cordle. They met with Cary Hill who does the billing for Bluefield Fire and Rescue. He is still working on a couple more issues.

3-The calls within the Town Corporation limits are up this last month-118 total.

Keith Reynolds

Handed out his monthly report.

1-Burn Building is finished except for a few cosmetic issues.

2-Need to get a directional sign on 460.

3-He would like some help on determining the date for the dedication. He suggested a meeting to organize the event.

4-Safety Meeting-October 21 at 6:30.

5-Fire Prevention Week-this week-Fire and Rescue going to the elementary schools to do presentations on Fire Safety. This year's theme is kitchen fires, which are the biggest cause of house fires.

6- 22 calls for the month, 13 were in the county.

Doug Ratliff inquired about the sign for the Fire Department at Claypool Hill. Mr. Taylor said all they can get is one that is standard. The one on private property is out. He will ask for a standard sign at the intersection. It may not have the Town's name on it.

Gordon Russ commented that the squad building had recently been painted.

Jim Taylor

1-Finished the bathroom for the Lake Park/Burn Building area. Poured concrete on the walk today. Needs a sign but everything else is pretty much done.

2-Cut brush on the right of way on Edgewater Drive, Big Creek, Mountain Road, East Front Street.

4-Using the grapple truck to pick up brush has been very beneficial.

5-Planning for working on Rec Park roof. Checked out a cover type thing to put over the leak area.

6-Cleaned and swept with the street sweeper on Kents Ridge Road, East Second Street, Burnette, North, South Front, Second Street and all the cross streets. The parade left a lot of candy on the streets, the vacuum truck did a very good job picking up the debris.

7-Worked signs through-out the Town, used (2) 25 mph signs, (1) one way sign that had to be replaced after being knocked down.

8-Prepared and paved the road at Deer Trail Road. W & L paved it, town crew graded and prepared it for paving.

9-Replaced a bad drain on Farmer Street. It had deteriorated beyond use so it was replaced before paving.

10-Patched potholes, cut-outs and shoulders on Farmer Street, Burnette, Kents Ridge Road, East Second Street, patched bridge on Front Street. Prepared Farmer, Burnette, Cresswood and Deer Trail Road Park for paving.

W & L did the paving.

11- Replaced the back of the salt storage bin and have it half full of salt. One bin is already full. Getting ready for winter.

12-Hooked up drain on Scott Street near the church and re-worked the manhole.

13-Made all garbage stops, residential and commercial stops, had 135 extra pickups for brush and junk. 1,191 stops for the year.

14-Put up a sign for the children "We love our children, please drive carefully" in Hidden Valley, it didn't satisfy a couple of people. Moved it and put it up again and the man didn't want it in his yard so we took it down and put both signs in the building. He requested the Street Committee give guidance on this. Tim Taylor suggested putting it at the entrance of the subdivision. Doug Ratliff suggested put one at the entrance and one at the original place it was put up.

Larry Johnson asked about the water line that runs between Dr. Murthy and Richard Brown, where the drain was patched. It had settled. Jim plans to patch it with some fine mix. The water line has been fixed.

Mayor's Comments:

Dahnmon Whitt, a local author who has written a book about the Richlands area, will be doing a book signing at Town during regular business hours. Sometime in the first week of November. Council approved. Mayor White will let the staff know of the exact date and time.

Council took a five minute break at 10:30 pm.

Rod Cury left the meeting.

When Council returned, Brad Ratliff reviewed the revised Cigarette Tax Ordinance that revised the effective date to January 01, 2014 and addressed some administrative issues. Mr. Taylor said that it would be easier on the sellers if they already have the town stamps as they pay the state stamp.

Brad Ratliff stated that no vote would be necessary since the amount of the Cigarette Tax of 10 cents per pack had not changed.

He mentioned that he had received notice that Big Lots is applying to sell alcohol/beer.

Tim Taylor went over the bills for the month:

Bills for the month totaling \$645,958.07, including AMP Power Bill \$336,876.47, Anthem \$70,200.00 and VRS \$50,829.66.

Larry Johnson made a Motion to authorize the Town Manager to pay the bills, seconded by Frances Meadows. All in favor, vote 4/0.

Tim Taylor reviewed the Resolution (R-2013-10-01) for allocation of funds up to \$200,000.00 through the VDOT Fiscal Year 2014-15 Revenue Sharing Program and he spoke about the road at Sunrise Drive, it's literally impossible to get that road into the state system. Most of the standard roads should be 50 ft of right of way and 30 feet pavement. This road is only 10 ft. wide. Will have to budget for it.

Doug Ratliff said he had a lot of complaints about the road conditions on Cliff Street. Mr. Taylor said that part of that street was private property.

Joe McCracken said that he had received concerns about the pavement on Big Creek Road. Mr. Taylor said it was on the paving list.

Mayor White asked for a Motion to approve the Resolution (R-2103-10-01), made by Frances Meadows and seconded by Doug Ratliff. All in favor, vote 4/0.

Mr. Taylor spoke about the Virginia Local Disability Program concerning the Town employees. He said it does allow some factors that are not as good as the current program in the VRS plan. VRS is solid and consistent. He recommends staying in the current plan. No vote is needed to stay as is. Council agreed.

Website-look at test site, hope to do presentation on Monday. Do need some photos of council, some of them didn't turn out.

Not planning to do software change until after first of the year. Hopefully incorporate payments on-line and accept credit cards.

Five year plan-everyone is working on it.

Jason Mosley -has submitted a letter requesting professional tattooing and professional body piercing as a permitted use in B-2. He is not asking for a re-zone of a particular property. Will have to have required public hearing and give public a chance to comment. There are costs in advertising which he will be made aware of. Include legal counsel so that we have the right public hearing on this.

Mr. Taylor spoke to council about allowing him to sign the contract with Thompson & Litton concerning a retainer for professional engineering services. Did not allocate any money for that and we did talk about the need for that. In order for us to be able to use those services without going back to council. I would ask for council to allow me to transfer \$25,000.00 from the electrical department's fund to special project, which is under the financial office budget. We will keep council advised on all monies used.

Doug Ratliff made the Motion to allow the transfer of \$25,000.00 from the electrical dept. fund to special projects, seconded by Larry Johnson. All in favor, vote 4/0.

With no further business to discuss, Larry Johnson made the Motion to adjourn, seconded by Frances Meadows. All in favor, 4/0.

Meeting adjourned until November 12, 2013 at 7:30.

Jan White, Mayor

Attest:

Susan Whitt, Town Clerk