



**LUCAMA BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, AUGUST 5, 2024  
LUCAMA TOWN HALL  
BOARD ROOM**

**MINUTES**

**1. Call to Order**

Mayor Pro Tem, Jeff Johnson, (hereinafter “Mayor Pro Tem Johnson”) called to order the regular meeting of the Town of Lucama Board of Commissioners (hereinafter “Board”) at 6 pm on August 5, 2024.

**2. Roll Call**

Mayor Pro Tem Johnson conducted roll call – by use of sign-in. The following were present:

Commissioner, Dennis Ford (hereinafter “Comm. Ford”)  
Commissioner, David Johnson (hereinafter “Comm. D. Johnson”)  
Commissioner, Kim Joyner (hereinafter “Comm. Joyner”)  
Commissioner, Jody Teague (hereinafter “Comm. Teague”)  
Interim Town Administrator, Ralph Clark (hereinafter “Admin. Clark”)  
Town Clerk, Dena Owens (hereinafter “Clerk Owens”)  
Utility Billing Clerk, Ashleigh Hooks (hereinafter “Clerk Hooks”)  
Town Attorney, Gabe DuSablou (hereinafter “Attorney DuSablou”)

**3. Moment of Silence**

Those in attendance observed a moment of silence.

**4. Approval of Agenda**

Comm. Teague requested that the delegation of duties for hiring and firing, suspending, etc. of employees be readdressed and that it be placed on the agenda under Old Business.

Mayor Pro Tem Johnson asked for a motion to approve the agenda with the change.

*MOTION: Comm. Ford made motion to approve the agenda with change; seconded by Comm. Teague. Motion passed by unanimous vote.*

**5. Approval of Minutes of Last Meetings**

Mayor Pro Tem Johnson gave the Board an opportunity to review the proposed minutes and financial report from the July 1<sup>st</sup> regular meeting.

*MOTION: Comm. Teague made motion to approve the July 1, 2024, minutes and financial report; seconded by Comm. Joyner. Motion passed by unanimous vote.*

**6. Welcome of Guests**

Mayor Pro Tem Johnson welcomed Danna Layne to the meeting to share with the Board information from the FY22 Audit. Mrs. Layne briefly spoke through the financials of the Town from the 2022 Audit Report. Bound copies of the report were given to the Board. She concentrated on the findings and the responsibility as a Board to follow up on the findings and offered suggestions. Because of the timeliness, the numbers she was sharing will not have value since they are so old.

Mrs. Layne stated that she was happy to present an unmodified opinion. That is the highest level of assurance she can give as an audit that means the statements are fairly represented for the Town. There is various audit evidence, bank statements, investment statements, LGC and Department of Revenue provided information. They also evaluate supplementary information, such as the LGERS retirement numbers, tax receivables.

Mrs. Layne stated that governmental financial statements are complicated. The ones that provide value are the ones she shared and included in her presentation. She mentioned when getting to FY Audit 2023, she will spend more time on the financial statements because it is important for the Board to understand how the statements work together, and what numbers are valuable to them for financial making decisions.

Exhibit 3 shows the assets, liabilities and what is known as fund balance. The total assets as of 6/30/22 was \$1,589,311.

Exhibit 5 shows the comparison to the budget for the General Fund. Total revenues were budgeted, and the actual amount reported was \$487,000 compared to a final budget of \$515,000. The budget goal was not met. While looking at the current year expenditures, it was noted that general government and public safety expenditures exceeded the budget. Because of the over-expenditures, it is considered a finding on the audit. The Town ended the year by overspending the general fund by over \$200,000.

Exhibit 6 shows proprietary funds. Those funds are the business type funds. The Town has an electric fund and a water/sewer fund. Each of the funds stand alone. They are to operate alone. You cannot transfer monies from the electric fund to operate the general fund, you cannot take general fund money to operate the water/sewer fund. They are expected to earn a profit and be run as a business. The assets for the electric fund were \$7.8 million in cash and investments. There were fixed assets in the amount of \$142,000. Customer deposits, accounts payable, and LGERS were liabilities of nearly \$350,000 and equity of \$7.3 million. The water/sewer fund did not do quite as well. There was \$48,000 in cash and \$33,000 in restricted cash. The current assets were \$347,000. The water system is valued at about 2.9 million. The water/sewer fund has many of the same liabilities including debt. Total equity is nearly \$2.2 million for the proprietary funds.

Exhibit 7 is the statement of net position. Basically, it means the revenues, expenses, other operating expenses and where the Town ended up at the end of the year. The Electric Department had nearly \$2.0 million in revenues and expenses of \$2.3 million, creating an operating income loss. Other miscellaneous revenues and activities that took place gave a total decrease income of \$237,000. The water/sewer fund had about \$460,000 in revenues and \$550,000 in expenses, creating an operating loss of \$97,000, along with non-operating revenues and expenses of nearly \$31,000, making an overall loss of \$120,000. There was some funding which was restricted, being one of the grants, giving a total increase / profit so to speak of \$1.1 million.

Mrs. Layne mentioned the Town's need to have a Yellow Book Audit due to receiving over \$100,000 in grant funding. When receiving over \$750,000 it is a requirement to have a single audit. Because of the drinking water state revolving funds of \$1.2 million received by the Town, it was required that there be a single audit done. She must certify three other letters during the audit.

Because the Town receives governmental funding, a report is issued on internal controls. One is statutory violations, being the 2021-2022 budget was late for adoption, and some budget amendments were not made, causing the expenditures to exceed the budget. There were budget ordinances that failed to be adopted, and the timely audit has been an ongoing issue. Segregation of duties was repeated, and it is one of Mr. Clark's goals to work on that area. She also left that the trial balance was non-existent for FY22 because of the amount of work that needed to be done and was not completed or ready for audit when received.

Other reports that are issued is the communication of significant deficiencies and material weaknesses required because of her profession. She repeated the same findings and then added two additional recommendations: a capital asset policy and shared services.

She also issues a letter of communication to those in charge of governance stating that there was no change in the accounting policies, using estimated (depreciation), there was no difficulty in performing the audit, but did give suggestion on accelerating the audit process. There were some items corrected, did not have any disagreements with management, and management was required to sign a letter.

Mrs. Layne spoke of Performance Indicators of Concern and explained the information, stating that there would need to be a letter written to the LGC to explain what will be done to make corrections.

Mrs. Layne spoke about the 22/23 audit and mentioned speaking with Beverly Stroud about when the next trial balance would be expected. There were bank reconciliations that need to be caught up and a few other things and then can do another quick review. It is expected to be available in the next couple of weeks.

Much discussion was rendered regarding segregation of duties and how small towns work to accomplish the segregation. Mrs. Layne said that she could see the light at the end of the tunnel, that should never thought she would, when she started the audits for the Town.

Mayor Pro Tem Johnson welcomed Lt. Jason Newsome, with the Wilson County Sheriff's Department, who was at the meeting to give information to the Board regarding community watch and the upcoming holiday season. Lt. Newsome mentioned that during the holiday season crime typically goes up, such as car break-ins, boxes stolen off porches. Criminals will often ride by to see what can be stolen or easy to take. He mentioned that the Sheriff's Department will do what they can but even that is limited. Lt. Newsome suggested speaking with neighbors about retrieving packages, etc. He said the best people to help are neighbors. He recommended cameras, motion lights and such. Be sure to keep valuables out of cars.

Comm. Joyner asked if there was still a Community Watch program. Lt. Newsome stated that he was not familiar with there being one, but again encouraged everyone to work with their neighbors about looking out for their community or neighborhood. Comm. Ford asked the Lt. how many deputies are provided for the Zone where Lucama is located. He answered that it does depend on the day and time. Initially when fully staffed there are four squad cars, a sergeant, a corporal, a K-9 unit, lieutenants, animal enforcement and civil officers. Some work Monday through Friday, 8 am to 5 pm. Weekends are a little different with being less in the zone. Comm. Joyner asked if there would still be a deputy at the school. Lt. Newsome answered that there would be someone there for the school crossing.

Mayor Pro Tem Johnson welcomed Joe Dooley with the Upper Coastal Plain Council of Governments. Mr. Dooley was present at the meeting to discuss the findings from the opening of bids for the CDBG-NR grant that the Town is currently working on. On June 28<sup>th</sup> COG prepared a request for proposals with a return date. Clerk Owens put the ad on the electronic vendor portal, which offered a lot of attention. Two proposals were received, and Mr. Dooley reviewed them thoroughly. The proposals were received from RSM Harris and Insight. Mr. Dooley stated that he went through the process of scoring their proposals. He mentioned that it was the Board's decision on the selection of the contractor. Three proposals are not needed since the eVP post was made. He suggested that the Board decide who to use to keep the grant flowing.

Comm. Joyner asked if the Housing Selection Committee needed to meet before the contractor was chosen. Mr. Dooley answered no and stated that one of the two vendors was vague and presumed things that did not happen. The other vendor agrees to the flat fee as set forth in the grant award for all services. There may be some deviation because he doesn't know if the five houses that were previously selected will still be eligible until the consultant goes out and interviews them. The homeowner still must meet the criteria as set forth in the grant. The other proposal presumes that the asbestos work has already been done and an LBP inspection. The Town has not, because that is a function of the consultant to make those arrangements.

A new housing committee must be chosen because some of the previous members are no longer in Lucama. Admin. Clark mentioned that a new committee would be chosen, and a meeting called. Mr. Dooley suggested four members be on the committee, with one being a Board member. The committee's function is to identify properties that they feel are in bad living conditions. After houses are chosen, the consultant will go to interview the homeowners to see if they will qualify.

Admin. Clark mentioned the two proposals that Mr. Dooley received. He stated that he was familiar with RSM Harris and if he was to recommend anyone, it would be him. Admin. Clark asked Mr. Dooley if the contractor/consultant needed to be chosen during the meeting or if the housing committee needed to be chosen first. Mr. Dooley stated that it would be better to make the choice of the consultant during the meeting because there are not many firms that do the work any longer.

Mr. Dooley stated that he would choose the consultant, form the committee and have a meeting and then choose the houses that the committee is interested in. He suggested that the committee chosen ten homes in the event that some will not qualify.

Admin. Clark recommended to the Board that they choose one of the proposals and select them as the consultant. After doing so, a committee will be appointed for housing selection.

*MOTION: Comm. Ford made a motion to choose RSM Harris and Associates as the Town's consultant for the CDBG-NR grant; seconded by Comm. D. Johnson. Motion passed by unanimous vote.*

## **7. Public Comments**

Richie Ballance of 6235 Little Rock Church Road was at the meeting to address a possible group home coming to his neighborhood. Mr. Ballance stated that he does not want a group home in the neighborhood or specifically next to his home. Because they live in the Town of Lucama's ETJ, they are requesting that the Town not allow the group home in their neighborhood. He stated that it would be a boarding house in the neighborhood and stated that people in the neighborhood enjoy a sense of security, and that would be lost. It was stated that the home would house 10 – 12, 18-year-old through 25-year-old males. He said that he had counted in the home and there are currently 11 beds. He is concerned that this is a single-family dwelling and considers it a health hazard being that the property is on a septic tank. He stated that he was aware of an email that said there was to be 13 people in the house. Mr. Ballance pleaded with the Board for their help.

Comm. D. Johnson mentioned that at this time the ordinance only allows for five people in a family care home. Mayor Pro Tem Johnson stated that information he had studied, the septic tank will now allow for that many in the home.

Attorney DuSablón stated that for them to make use of the property, they will have to seek a zoning compliance certificate from the Town. They will have to show what they intend to do at the property. Once that information is turned in to the Town's Zoning Administrator, they will then look at the use planned, to determine whether it fits within their district, which is R15. Based on what has been noted so far it may be a group home, and it may not be determined on the types of persons they are housing. All the information will make its way to the Town Zoning Administrator to look at and determine whether it complies or not. If not in compliance, they cannot operate. If they bring it into compliance and it is a use that is permitted in a district, they can operate. It is a matter of making sure it fits within the zoning. Based on early indications they may be able to operate with five people, but it does not look like they can operate, based on the number that is mentioned being housed. Mr. Ballance questioned who polices such. Attorney DuSablón stated that because the property is located inside the Town's ETJ, the Town would. The Town would need to have a report that someone is operating a business in a way that is not compliant with the zoning ordinance and then it could

go into enforcement actions they in fact are operating with 10 to 12 persons that's not permitted. Until it goes through that channel of seeking a zoning certificate, that is when the Town would address it. Mr. Ballance asked if it means if it is put on hold that they cannot come in until the Town addresses it and approves or disapproves. Attorney DuSablou said that it would be the appropriate way but that he is not saying that everyone does it the right way.

Comm. Ford asked Attorney DuSablou if the Town could write a letter stating that it is important that she come and talk with the Town. Attorney DuSablou concurred. Admin. Clark interjected that Ms. Wortham was supposed to meet with him the next day. He is to meet with her to get all of the details and he will advise her based on the interpretation of the zoning that she will be restricted to five in the home. Comm. Ford suggested that Mr. Ballance get in touch with Admin. Clark to see how the conversation went.

One of the audience members asked whether it mattered that the house was in a subdivision that has restricted covenants. Attorney DuSablou mentioned that the covenants would be within the neighborhood to enforce.

Mayor Pro Tem Johnson stated that if anyone had any further questions to contact Admin. Clark the next day.

## **8. Old Business**

Mayor Pro Tem Johnson opened the floor for Old Business, the delegation of duties mentioned earlier by Comm. Teague. She mentioned that at the previous meeting it was mentioned about the delegation of duties, and in the minutes, it was stated that Admin. Clark asked that the Board delegate the duties of appointment, suspension, and removal of all department heads and employees to the Town Administrator's position. Comm. Teague referenced a statement that was made by Attorney DuSablou regarding an ordinance change being needed. Comm. Teague stated that she wanted to have the duties delegated to Admin. Clark specifically and not have the duties given over to any future administrator. Attorney DuSablou mentioned that he had spoken with Admin. Clark before the meeting and if it is being proposed to give the Town Administrator those duties then an ordinance change would be required. If the delegation is given to just Admin. Clark, then it is within the scope of the ordinance to do so.

Comm. Teague stated that the reason she is asking for this delegation is due to the three positions that need to be filled. She stated that she does not feel qualified to fill the positions. She doesn't know what the jobs require and doesn't work in the office. She doesn't work in the maintenance building every day. She feels that she would not know where to begin. She would like to see that duty handed over

to Admin. Clark. She feels it will simplify things for one person, who knows what is being looked for in the positions to do the hiring.

*MOTION: Comm. Teague made a motion that the Board delegate the duties for the recruitment, appointment and suspension and removal of heads of departments and employees to Ralph Clark; seconded by Comm. Joyner.*

Comm. Ford said he felt as Comm. Teague that it would not be conducive to hire someone and have five or six people doing the interview when there is one person with Mr. Clark's qualifications that is able to do it. He feels that Mr. Clark will do a professional job.

Comm. Teague mentioned that it is important to go ahead and get the office opening filled because the office workers are overwhelmed. They are working and doing all they can to get the audits completed, and other paperwork, but can't get it done because of constantly having to get up and go to the window or answer the phone. They can't get one thing finished before they must go to another. The quicker the position can be filled in the office, the better. It will simplify things to have one person handling the hiring process. Comm. Joyner agreed.

Mayor Pro Tem Johnson asked Admin. Clark if it would be recommended to have one or two commissioners with him during the process. He mentioned such, due to having one or two locals apply, that Mr. Clark would not know the background of the person, as one of the commissioners would. Admin. Clark stated that he may inquire to the Board about the background, but as for them being a part of the process, he said no because when being given the duties, he takes full responsibility for the hires, etc. Admin. Clark stated that he works for the Board and is totally held accountable to them. If the hiring, etc. isn't done correctly, the Board has recourse. If two Board members help, there is still only one recourse. He stated that if the Board wants to be part of it, then they need to take it fully, not giving him the delegation, being sure they that take full responsibility for what is being hired. Admin. Clark stated that the Board could do whatever they choose, however the positions need to be filled as quickly as possible.

Comm. Ford stated that if one of the Board members wanted to recommend someone, they be told to put them down as a reference. He stated he feels Admin. Clark will check references, etc. Comm. Joyner concurred. She stated that she had been interviewed for positions with being one person interviewing to multiple being in the interview. She agreed with Comm. Ford, that if any Board member knows of someone that should apply for a position, they be sure to use the member as a reference when applying. At that time, Mr. Clark can come to the Board member for reference. She concurred to Comm. Teague's point that with some of

the positions, she is unaware of what the needs are, i.e. certifications for water, etc. She is confident in Admin. Clark's knowledge about who to hire, etc.

Admin. Clark stated that he didn't want the Board to feel like they are left out of the process, because he will lean on the Board. If he is aware that they know one of the applicants, be sure that he will ask their opinion. He's not trying to get the Board out of the process, but says the current process is so cumbersome.

Mayor Pro Tem Johnson said he wasn't suggesting that the Board take over the hiring, but that they be a part of it. Admin. Clark assured the Board that he would rely on them for background information.

Comm. Teague stated that he feels delegating the hiring keeps everything fair. It keeps a level playing field for the applicant. It eliminates all favoritism.

Comm. D. Johnson asked about the firing of an employee. Admin. Clark said that the Town probably has a grievance procedure that stops with the Board. Although he has not looked at the ordinance, he believes that he if fires someone, that they have the right to appeal to the Board. If that isn't incorporated, Admin. Clark feels like it should be reviewed when the ordinances are updated.

Mayor Pro Tem Johnson asked for the pleasure of the Board.

*MOTION: Comm. Teague made a motion that the Board delegate the duties for the recruitment, appointment and suspension and removal of heads of departments and employees to Ralph Clark; seconded by Comm. Joyner. Motion passed by unanimous vote.*

## **9. New Items of Business**

Clerk Owens presented to the Board the Annual Tax Settlement from Wilson County for FY24, as required in GS 105-373. The settlement of the 2023 Tax Levy was a total of \$176,152.08. Total Credits were \$169,579.86. The uncollected balance was \$7,045.08. The percentages of Levy were Cash Collections 96%; Tax Lien Advertisement 3.79% and Insolvents was .21% bringing to total percentage of 100%.

Comm. Ford asked to ascertain if the County is receiving taxes for all the mobile homes in the Town. Admin. Clark said he must believe that the County does tax them in some fashion. Comm. D. Johnson stated that he is required to pay a tax for the mobile home that he owns and receives a sticker for doing so. Comm. Ford asked that the instance be studied to see how they are taxed, or if they are.

*MOTION: Comm. D. Johnson made motion to approve the Annual Settlement Reconciliation; seconded by Comm. Ford. Motion passed by unanimous vote.*

**10. Town Administrator's Report**

**Accounting Assistance** – Admin. Clark reported to the Board that Jimmy Overton, the CPA from Carr-Riggs who has been assisting the Town to help complete the audits and helps with other accounting issues, has resigned from his position with Carr-Riggs. He accepted a position as Finance Director in Spring Lake, North Carolina. Mr. Overton completed the work for the FY22 audit prior to leaving the firm.

Through the Town's current auditor, Danna Lane, information was given of another CPA who was available and willing to continue the work that Mr. Overton had been performing. Beverly Stroud, who formally worked with the Greg Isley Group in Raleigh, recently started her own accounting firm and agreed to take the Town on as a client. Admin. Clark mentioned that he previously worked with Beverly and feels the Town is very fortunate to have her step in. She is currently working on completion of year end entries for the FY 23 audit.

**Audit Status** – Admin. Clark stated that with the 21/22 report completed, it leaves the 22/23 audit to be completed and approved by the LGC to have the Town caught up and current. The 23/24 audit is due October 31, 2024, which means the Town would be caught up. Beverly Stroud mentioned to Admin. Clark that she is in the final stages of preparing to get information for the FY23 audit to the auditor. The LGC has contacted the Town stating that they will be withholding a portion of the Town's Sales Tax because the 2023 audit has not yet been submitted. Although they offered an opportunity to appeal, Admin. Clark chose not to accept since the Town is so close to meeting the deadline. Once the FY23 audit is submitted and approved, the full amount will be forwarded to the Town.

**303-305 Oak Street** – Admin. Clark stated that he was able to meet with the holders of the Deed of Trust for the property and had discussions about the Code violations currently existing. In the discussion, Admin. Clark stated that without proper notification, that the Town could not enter the property to clean it up, but the Town was planning to begin the process to notify the owners and after a given time, would clean the property and clear the code violations. Once done, the property owner would be billed for the work. The owners of the Deed of Trust made contact for the Town, and the current owners of the property gave the Town permission to clear the code violations, and the owners of the Deed of Trust agreed to pay all cost in doing so. The property has been cleaned and the work done will be billed. There was a total of three crew hours involved in the cleanup.

**Code of Ordinances Update** – Admin. Clark stated that the agreement for the project had been signed. There is one exception to the agreement as approved. The start date in the agreement is listed as February 22, 2024, which has passed, and the project is listed as December 31, 2024, for completion. The corrected date for completion is June 30, 2025.

**Utility Pole Inventory and Attachment Agreement** – Admin. Clark mentioned that as the progress with the pole inventory continues that there are notable concerns that have surfaced. The number of poles that was estimated based on the number of customers and the number of poles which one would normally think per customer is substantially more than estimated. Another issue is that the number of poles that have been identified as needing replacement is in the 70 percent range, rather than the 30 percent that was estimated. It appears that the Town has nearly 1500 poles rather than the 850 as estimated and with the new number and the increase in the replacements, the estimated number for replacement is 980, as compared to the original of 255.

A tentative agreement has been reached with Brightspeed and Spectrum on the attachment fee of \$11.00 per attachment per pole annually. The Town Attorney is currently reviewing the agreements, and it is scheduled for consideration of approval at next month's regular meeting.

Admin. Clark stated that a meeting will take place with the Public Works and Utility Committee on a plan for the replacement of the additional poles.

**Town Hall Roof Repairs** – In 2023, the roof was damaged, and a claim was filed with the Town's insurance company. It appears that the damage was not repaired. Admin. Clark attached the estimate received and it will be on next month's agenda with the budget amendment to cover the cost.

**Utilities Report** – Admin. Clark gave Comm. Joyner the opportunity to give a report from the Utilities Committee. She stated that on July 16<sup>th</sup>, the committee and Mr. Clark met with Rich from McDavid about the four grants that the Town currently is working through. The committee spoke with Rich about what the Town needed to do and whether there were things that needed to be prioritized. He suggested that the Town remove any dead-end lines, creating loops of the water lines so the water will circulate and improve the water quality. He mentioned that two pipes at the railroad track are only six-inch pipes. He suggested replacing the lines and making a loop. The committee discussed the current water tower that the Town has in operation. The tank has a 100,000-gallon capacity. The rule of thumb is to have a half a day storage. Therefore, the Town has a two-and-a-half-day supply. Our average is 4,000 gallons per day for our water customers. The tank is regularly inspected, and the last inspection was good. The Town has 450

water and sewer customers. If the second tank was added, it would add 100,000-gallon capacity, but the Town would have the upkeep on the second tank. The recommendation from Rich was to try to update all the waterlines before working towards getting the second tank. He suggested possibly adding the second water tank later. The waterlines and making the loop are of most important for water quality. Rich and Mr. Clark could meet with the DEQ and request that the grant be modified, switching to the needed repairs.

Comm. Joyner mentioned that the sewer grant would continue.

For the sewer Asset Inventory Assessment, work will begin on the inspection of the lines during the week.

The committee is also requesting that the UPCOG renegotiate the current contract due to reducing the size of the water project. The amount for the project will change from 1.5 million to 1 million dollars.

The committee further wants the Board to allow Admin. Clark and Rich to meet with the LGC to see what can be done about borrowing money for the projects.

Admin. Clark mentioned that he tried to make notes on the information from Rich regarding all the current projects that the Town is working on. With the two annual debt payments included with the water project and the wastewater projects, the sewer is \$48,000 and the water \$45,000. Currently the entire water and wastewater budget is \$490,000. There will be 20 percent additional expenses going into the budget. In addition to the 20 percent, the Town is paying \$11,000 per year for tank maintenance, which will be required if the Town erects a new tank. He stated that with the audits getting near up to speed, and the relationship that is hoped that the LGC will see that the Town is making a lot of progress. Included in the water and wastewater AIA projects, rate studies are included. It must be decided how to make the Town's system more efficient and how to adjust the rates to do so.

Admin. Clark mentioned the sewer lines and the amount of inflow and infiltration that seems to be entering into the Town's wastewater system. He said that repairs need to be made to prevent the entrance. He feels that the improvements to the lines will lessen some of the costs the Town is paying for treating unnecessary ground and storm water.

Admin. Clark stated that he and Rich were planning to meet with DEQ to see if modifications could be made to the grant / loan cutting it back where the Town will not have a \$48,000 debt payment. They also plan the meeting with the LGC to see what they will allow the Town to borrow.

**11. Adjournment**

Mayor Pro Tem Johnson adjourned the meeting at approximately 7:55 pm, August 5, 2024, upon motion of Board.

*MOTION: Motion was made to adjourn by Comm. Ford; seconded by Comm. D. Johnson. Motion passed by unanimous vote.*

*Respectfully Submitted: Dena Owens, Town Clerk*