RESOLUTION CONFIRMING ASSESSMENT ROLL AND LEVYING ASSESSMENTS FOR IMPROVEMENTS TO STREETS WITHIN THE STREAMSIDE OF MATTHEWS SUBDIVISION, INCLUDING LIGHTWOOD DRIVE, COCHRANE WOODS LANE, JERRY LANE AND ACACIA STREET BY THE TOWN BOARD OF COMMISSIONERS

WEREAS, the Town Board of Commissioners of the Town of Matthews has on this day held a public hearing, after due notice as required by law, on the Preliminary Assessment Roll for the improvements to streets within the Streamside of Matthews Subdivision, particularly Lightwood Drive, Cochrane Woods Lane (from the entrance of subdivision to its termini), Jerry Lane (from the entrance of subdivision to its termini) and Acacia Street; and

WEREAS, the Board of Commissioners has heard all those present who requested to be heard and has found that the said Assessment Roll to be proper and correct.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina, that:

1. The Assessment Roll for the Streamside of Matthews Subdivision street improvements, particularly Lightwood Drive, Cochrane Woods Lane, Jerry Lane and Acacia Streets, including Improvements is hereby declared to be correct, and is hereby confirmed in accordance with G.S. § 160A-228, and the assessments shown thereon are hereby levied pursuant to authority granted by G.S. § 160A-216, as follows:

<table>
<thead>
<tr>
<th>OWNERS ASSESSED</th>
<th>PID</th>
<th>PER LOT</th>
<th>AMOUNT ASSESSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Danielle and Sheldon Edwards</td>
<td>193-334-81</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>William and Brandy Mazzella</td>
<td>193-334-82</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>Benita Suzanna Bec</td>
<td>193-334-83</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>Kristin and Matthew Timmerman</td>
<td>193-334-84</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>Braden and Amy Parker</td>
<td>193-334-85</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>Jenna and Richard Ferretti</td>
<td>193-334-86</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>William and Deanna Goodeill</td>
<td>193-334-87</td>
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<td>$2,929.94</td>
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<tr>
<td>Jayesh and Bhavana Patel</td>
<td>193-334-88</td>
<td></td>
<td>$2,929.94</td>
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<tr>
<td>Eduardo and Amalia Morrell</td>
<td>193-334-89</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>Mercedes Omari and Alvaro Garcia</td>
<td>193-334-90</td>
<td></td>
<td>$2,929.94</td>
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<tr>
<td>Patrick and Mary Duggan</td>
<td>193-334-91</td>
<td></td>
<td>$2,929.94</td>
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<tr>
<td>Christopher and Jennifer Dix</td>
<td>193-334-92</td>
<td></td>
<td>$2,929.94</td>
</tr>
<tr>
<td>Brookwood Home Building and Remodeling LLC</td>
<td>193-331-84</td>
<td></td>
<td>$2,929.94</td>
</tr>
</tbody>
</table>
Simmons & Beyer, LLC  193-331-85  $2,929.94  
Jonathan and Michele Hammond  193-331-86  $2,929.94  
Gabrielle and Allyson Dean  193-331-87  $2,929.94  

1. The assessment herein provided for shall be payable in cash or if any property owner shall so elect, he shall have the option and privilege of paying the assessment in eight equal annual installments, said installments to bear interests at the rate of 5% per annum.

2. The Town Clerk is hereby directed to deliver to the Town Tax Collector the said Assessment Roll and the Tax Collector is hereby charged with the collection of the said assessments in accordance with the procedure established by law.

3. The Town Tax Collector is hereby directed to publish on the 19th day of February, 2021 a notice of confirmation of the Assessment Roll, which notice shall set forth the terms of payment of the assessments, with the first installment payment to become due and payable on the 22nd day of March, 2021 following confirmation and the succeeding installments to become due and payable on the same date in succeeding years.

ADOPTED this the 25th day of January, 2021 at 7:46 pm.  

Mayor

ATTEST:  

Town Clerk
RESOLUTION EXEMPTING THE TOWN OF MATTHEWS FROM QUALIFICATION-BASED SELECTION PROCESS

WHEREAS, North Carolina General Statute 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services and design-build services to be based on qualifications and without regard to fee; and

WHEREAS, the Town proposes to enter into a contract with a landscape architect to design Veterans Memorial Pocket Park delineations within Stumptown Park; and

WHEREAS, North Carolina General Statute 143-64.32 authorizes the Board of Commissioners to exempt contracts for design services from the qualifications-based selection requirements if the estimated fee is less than $50,000; and

WHEREAS, the estimated fee for design services is less than $50,000; and an exemption is appropriate.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners exempts itself from QBS selection for design services for Veterans Memorial Pocket Park delineations.

ADOPTED by the Board of Commissioners of the Town of Matthews, this the 22nd day of March 2021.

[Signature]
Mayor John F. Higdon
LYNX SILVER LINE
A RESOLUTION SUPPORTING THE REFINED LOCALLY PREFERRED ALTERNATIVE

WHEREAS, the LYNX Silver Line is a proposed 26-mile light rail project connecting Gaston and Mecklenburg Counties, and potentially Union County;

WHEREAS, the LYNX Silver Line will travel from the City of Belmont through the Center City Charlotte and the Town of Matthews, with a potential extension into Stallings and Indian Trail;

WHEREAS, the Town of Matthews recognizes immense benefit of the LYNX Silver Line to the community;

WHEREAS, the benefits are many with public transit to include convenience, new personal opportunities, safety, financial savings, and environmental benefits;

WHEREAS, in January 2020, the Charlotte Area Transit System initiated the Silver Line Design and Environmental Study, which included an evaluation of a potential extension into Union County;

WHEREAS, the LYNX Silver Line project team has hosted live presentations and Q&A sessions to allow for public participation;

WHEREAS, the LYNX Silver Line project team identified and evaluated alternative alignments and developed the staff recommendations for a preferred alignment and station locations; and

NOW, THEREFORE, BE IT ORDERED by the Town of Matthews Board of Commissioners that

1) The Town of Matthews fully supports the refined LYNX Silver Line Locally Preferred Alternative that will be presented to the Metropolitan Transit Commission on April 28, 2021 (Exhibit A).
2) Town staff is directed to work with CATS to implement measures identified to preserve the light rail corridor.
3) Town staff is directed to continue to participate in the LYNX Silver Line Transit Oriented Development study to develop recommendations for transit-supportive land use policies and the Urban Design Framework.
4) Town staff is directed to continue to participate in the LYNX Silver Line Rail Trail project to develop recommendations for the alignment and branding of the rail trail.
5) Town staff is directed to further coordinate with LYNX Silver Line design team on the following:
   1. Ensure the design of non-rail infrastructure and stations in the corridor meets the Town of Matthews ordinances and standards, as applicable.
2. Parking solutions and access to stations and businesses.
3. Aesthetics of the alignment, including trackway, walls, stations, bridges and other systems elements.
4. Minimize the footprint of the rail in the Matthews Street section, in order to maximize the pedestrian and bicycle facilities.
5. Work with individual property owners regarding zoning compliance and/or property acquisition.
6. The location of the light rail within the adopted corridor, updating the Board as needed.

Adopted this 12th day of April 2021.

John F. Higdon, Mayor

ATTEST:

Lori Canapinno, Town Clerk
RESOLUTION EXEMPTING THE TOWN OF MATTHEWS FROM QUALIFICATION-BASED SELECTION PROCESS

WHEREAS, North Carolina General Statute 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services and design-build services to be based on qualifications and without regard to fee; and

WHEREAS, the Town proposes to enter into a contract with a landscape architect to perform design work for the Town-owned real property located at 335 East Matthews Street; and

WHEREAS, North Carolina General Statute 143-64.32 authorizes the Board of Commissioners to exempt contracts for design services from the qualifications-based selection requirements if the estimated fee is less than $50,000; and

WHEREAS, the estimated fee for design services is less than $50,000; and an exemption is appropriate.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners exempts itself from QBS selection for design services for 335 East Matthews Street.

ADOPTED by the Board of Commissioners of the Town of Matthews, this the 26th day of April 2021.

[Signature]
Mayor John F. Higdon

[Signature]
Town Clerk Lori Carapinno
RESOLUTION REQUESTING THE NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION TRANSFER
EAST MCDOWELL STREET (SR NO. 3452)
TO THE TOWN OF MATTHEWS

BE IT RESOLVED by the Town Board of the Town of Matthews, North Carolina, at its regular session held on the 26th day of April 2021, that it hereby requests the State of North Carolina transfer the section of East McDowell Street (SR No. 3452) between South Trade Street and its terminus (0.18 mi) to the Town of Matthews for maintenance.

RESOLVED, this the 26th day of April 2021.

[Signature]
Mayor

ATTEST:
[Signature]
Town Clerk
RESOLUTION SUPPORTING
MUNICIPAL ELECTIONS TO BE HELD NOVEMBER 2, 2021

WHEREAS, the North Carolina State Board of Elections has suggested all municipal elections could be moved to a later date due to the delay in census information needed to complete redistricting in some municipalities; and

WHEREAS, the Town of Matthews is represented by six at-large commissioners and a mayor and therefore is not affected by the redistricting delay, as is the case with the majority of municipalities in North Carolina; and

WHEREAS, the Board of Commissioners of the Town of Matthews supports holding the next municipal election in Matthews on November 2, 2021; and

WHEREAS, continuing with the November election date will ensure that elected officials are held to the two-year terms that they were elected to serve. Extending those terms by moving the election date is not appropriate for municipalities not affected by redistricting.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Town of Matthews supports municipal elections in Matthews be held on November 2, 2021 as previously scheduled.

ADOPTED by the Board of Commissioners of the Town of Matthews, this the 26th day of April 2021.

Mayor John F. Higdon
RESOLUTION AUTHORIZING THE POLICE CHIEF TO ENTER INTO LAW ENFORCEMENT MUTUAL ASSISTANCE AGREEMENTS WITH OTHER LAW ENFORCEMENT AGENCIES

WHEREAS, North Carolina General Statute 160A-288 promotes cooperation between law enforcement agencies by authorizing the head of any law enforcement agency to temporarily provide assistance to another agency in enforcing the laws of North Carolina if so requested in writing by the head of the requesting agency; and

WHEREAS, the assistance may comprise allowing officers of the agency to work temporarily with officers of the requesting agency and lending equipment and supplies; and

WHEREAS, while working with the requesting agency under the authority of this statute, an officer shall have the same jurisdiction, powers, rights, privileges, and immunities as the officer of the requesting agency, in addition to those he normally possesses; and

WHEREAS, while on duty with the requesting agency, the officer shall be subject to the lawful operational command of his superior officers in the requesting agency, but for personnel and administrative purposes, he shall remain under the control of his own agency, including for purposes of pay; and

WHEREAS, an officer shall be entitled to Workmen’s Compensation and the same benefits when acting pursuant to a law enforcement assistance agreement to the extent as though he were functioning within the normal scope of his duties.

NOW, THEREFORE, BE IT RESOLVED that the Town of Matthews Board of Commissioners designates the Police Chief of Matthews as the “Head” of the Town’s Police Department as the term is used in North Carolina General Statute 160-A-288 and the said Police Chief is hereby delegated authority to make or grant requests pursuant to this statute.

BE IT FURTHER RESOLVED that the Police Chief of the Town of Matthews is hereby authorized to enter into agreements for exchanging law enforcement officers, equipment or supplies in accordance with the provisions of North Carolina General Statute 160-A-288.

Adopted this the 24th day of May 2021.

[Signature]
Mayor John F. Higdon

ATTEST:

Lori Canapinno, Town Clerk

The employees of the Matthews Police Department strive to promote a safe community by preventing crimes and reducing the fear of crime, while treating all individuals fairly and with respect. Our members will demonstrate honesty, professionalism and integrity, while building the partnerships necessary to enhance the safety of our community.
RESOLUTION ADDING STREET TO THE TOWN'S STREET SYSTEM

PURSUANT, to Article 15 of Chapter 160A of the General Statutes of North Carolina, the Board of Commissioners of the Town of Matthews hereby adopts this resolution to add to the Town’s street system Kimway Court between Kimway Drive and its terminus.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina, that it hereby adds Kimway Court between Kimway Drive and its terminus to the Town’s street system.

RESOLVED, this the 14th day of June 2021.

Mayor

ATTEST:

Town Clerk
RESOLUTION ADDING STREETS TO THE TOWN’S STREET SYSTEM

PURSUANT, to Article 15 of Chapter 160A of the General Statutes of North Carolina, the Board of Commissioners of the Town of Matthews hereby adopts this resolution to add to the Town’s street system from the Poplar Forest Subdivision:

Savannah Hills Drive
Belfield Commons Court
Poplar Knoll Drive

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina, that it hereby adds Savannah Hills Drive, Belfield Commons Court and Poplar Knoll Drive in the Poplar Forest Subdivision to the Town’s street system.

RESOLVED, this the 14th day of June 2021.

ATTEST:

Mayor

Town Clerk
RESOLUTION REGARDING FUNDS FROM THE FEDERAL
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY ACT

WHEREAS, the U.S. Congress passed legislation to provide Coronavirus State and Local Recovery Funds to states and municipalities, including the Town of Matthews (American Rescue Plan of 2021-ARPA, Section 9901, Pub. L. No. 117-2, codified at 42 U.S.C. Section 802 et seq.—herein, THE ACT); and

WHEREAS, The ACT allows the use of municipal funds to be employed for a myriad of stimulus recovery, as defined by US Treasury, including but not limited to water and sewer infrastructure, replacement of public sector revenue loss, broadband infrastructure, support of public health response, addressing negative economic impacts and premium pay for essential workers; and

WHEREAS, the Town desires to seek all funds which become available by virtue of THE ACT;

NOW THEREFORE, BE IT RESOLVED as follows: The Town shall seek the maximum amount of funds available to the Town under THE ACT; Town staff is directed to take all appropriate actions to secure such funding; and that upon receipt of such funds, Town staff is directed and authorized to expend the funds for any lawful purpose approved by Town of Matthews Board of Commissioners.

Adopted this 14th day of June, 2021.

(SEAL)

John Higdon, Mayor

ATTEST:

Lori Canapinno, Town Clerk
WHEREAS, the (herein called the "Agency")

(The Applicant Agency)

has completed an application contract for traffic safety funding; and that

________________________________________ (herein called the "Governing Body") has thoroughly considered the problem

identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE Board of Commissioners

(The Governing Body)

MEETING ASSEMBLED IN THE CITY OF Matthews, NORTH CAROLINA,

THIS 28th DAY OF June 2021, AS FOLLOWS:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Clark Pennington, Police Chief (Name and Title of Representative) is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of $111,042.00 (Federal Dollar Request) to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of $47,589.00 (Local Cash Appropriation) required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by ____________________________

(Chairperson/Mayor)

ATTESTED BY ____________________________

(Clerk)

DATE ________________

(June 29, 2021)
RESOLUTION ADDING STREETS TO THE TOWN’S STREET SYSTEM

PURSUANT, to Article 15 of Chapter 160A of the General Statutes of North Carolina, the Board of Commissioners of the Town of Matthews hereby adopts this resolution to add to the Town’s street system a portion of the following streets:

Chimney Hill Road from 100 feet West of Dean Hall Lane to NC 51
Overwood Drive from Chimney Hill Road to N. Trade Street

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina, that it hereby adds that portion of Chimney Hill Road from 100 feet West of Dean Hall Lane to NC 51 and that portion of Overwood Drive from Chimney Hill Road to N. Trade Street to the Town’s street system.

RESOLVED, this the 28th day of June 2021.

ATTEST:

[Signature]
Mayor

[Signature]
Town Clerk
RESOLUTION ADDING STREET TO THE TOWN’S STREET SYSTEM

PURSUANT, to Article 15 of Chapter 160A of the General Statutes of North Carolina, the Board of Commissioners of the Town of Matthews hereby adopts this resolution to add to the Town’s street system Park Center Drive from NC 51 (Matthews Township Parkway) to N. Ames Street.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina, that it hereby adds Park Center Drive from NC 51 (Matthews Township Parkway) to N. Ames Street to the Town’s street system.

RESOLVED, this the ___ day of August 2021.

Mayor

ATTEST:

Town Clerk

John E. Hudgins
RESOLUTION REQUESTING THE NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION TRANSFER
OVERCASH DR (SR NO. 5216)
TO THE TOWN OF MATTHEWS

BE IT RESOLVED by the Town Board of the Town of Matthews, North Carolina, at its
regular session held on the 25th day of October 2021, that it hereby requests the State of North
Carolina transfer the section of Overcash Drive (SR No. 5216) between Northeast Parkway and its
terminus (0.11 mi) to the Town of Matthews for maintenance.

RESOLVED, this the 25th day of October 2021.

Mayor

ATTEST:

Town Clerk
RESOLUTION REGARDING THE INTENT OF THE TOWN OF MATTHEWS, NORTH CAROLINA TO REIMBURSE ITSELF FOR CAPITAL EXPENDITURES INCURRED IN CONNECTION WITH A CAPITAL PROJECT FROM THE PROCEEDS OF TAX EXEMPT OBLIGATIONS

WHEREAS, the Board of Commissioners of the Town of Matthews, North Carolina (the “Town”) has determined that it is in the best interests of the Town to pay the costs of property purchase: 32-25 Campground (the “Project”);

WHEREAS, the Town reasonably expects to receive the proceeds of the sale of tax-exempt obligations (the “Obligations”) to finance the Project;

WHEREAS, the Town desires to proceed with the Project and will incur additional capital expenditures (the “Capital Expenditures”) in connection therewith before the issuance of the Obligations; and

WHEREAS, the Town will advance money from funds currently on hand to pay for the Capital Expenditures and the Town intends, and reasonably expects, to reimburse itself for the Capital Expenditures from a portion of the proceeds of the sale of the Obligations;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina as follows:

Section 1. Official Declaration of Intent. The Town presently intends, and reasonably expects, to reimburse itself for the Capital Expenditures incurred and paid by the Town on or after the date occurring 60 days prior to the date of adoption of this Resolution from a portion of the proceeds of the Obligations. The Town reasonably expects to issue the Obligations to finance the costs of the Project and the maximum principal amount of Obligations expected to be issued by the Town to pay for the costs of the Project is $1,500,000.

Section 2. Compliance with Regulations. This Resolution is a declaration of official intent of the Town under Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, to evidence the Town’s intent to reimburse itself for the Capital Expenditures from proceeds of the Obligations.

Section 3. Itemization of Capital Expenditures. The Finance Director of the Town or her designee, with advice from bond counsel, is hereby authorized, directed and designated to act on behalf of the Town in determining and itemizing all of the Capital Expenditures incurred and paid by the Town in connection with the Project during the period commencing on the date occurring 60 days prior to the date of adoption of this Resolution and ending on the date of issuance of the Obligations.

Section 4. Effective Date. This Resolution is effective immediately on the date of its adoption.

John F. Hayden
STATE OF NORTH CAROLINA  

TOWN OF MATTHEWS

I, Lori Cernapino, Town Clerk of the Town of Matthews, North Carolina, DO HEREBY CERTIFY that the foregoing is a true and exact copy of the resolution titled "RESOLUTION REGARDING THE INTENT OF THE TOWN OF MATTHEWS, NORTH CAROLINA TO REIMBURSE ITSELF FOR CAPITAL EXPENDITURES INCURRED IN CONNECTION WITH A CAPITAL PROJECT FROM THE PROCEEDS OF TAX EXEMPT OBLIGATIONS" adopted by the Board of Commissioners of the Town of Matthews, North Carolina in regular session convened on the 25th day of October, 2021, as recorded in the minutes of the Board of Commissioners of the Town of Matthews, North Carolina.

WITNESS my hand and the seal of the Town of Matthews, North Carolina, this the 25th day of October, 2021.

(SEAL)

Lori Cernapino, Town Clerk
Town of Matthews, North Carolina
RESOLUTION EXEMPTING OUTEN POTTERY PARK DESIGN DOCUMENTS FROM G.S. 143-64.31

WHEREAS, North Carolina General Statute 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services and design-build services (collectively "design services") to be based on qualifications and without regard to fee; and

WHEREAS, the Town proposes to enter into one or more contracts for design services for work on Outen Pottery Park design documents; and

WHEREAS, North Carolina General Statute 143-64.32 authorizes the Board of Commissioners to exempt contracts for design services from the qualifications-based selection requirements if the estimated fee is less than $50,000; and

WHEREAS, the estimated fee for design services for the above-described project is less than $50,000.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE TOWN OF MATTHEWS RESOLVES:

Section 1. The above-described project is hereby made exempt from the provisions of General Statute. 143-64.31.

Section 2. This resolution shall be effective upon adoption.

ADOPTED by the Board of Commissioners of the Town of Matthews, this the 8th day of November 2021.

[Signature]
Mayor John F. Higdon
RESOLUTION ESTABLISHING THE TIME AND PLACE FOR THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE TOWN OF MATTHEWS AND FURTHER ESTABLISHING ITS RULES OF PROCEDURE

WHEREAS, N.C.G.S. 160A-71 requires that the Town Council shall fix the time and place for its regular meeting and further provides that the Council may adopt its own rules of procedure; and

WHEREAS, N.C.G.S. Section 143-318.12 requires that a current copy of a Resolution establishing the Town Board's regular meetings, showing time and place, be kept on file with the Town Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Matthews, North Carolina, that beginning with January 2022 its regular meeting shall be held on the second and fourth Monday nights of each month at 7:00 P.M. at the Town Hall in Matthews, North Carolina; and

RESOLVED, the meetings of the Board of Commissioners whether it be special or regular shall follow Roberts’ Rules of Order and the Town Attorney shall act as parliamentarian; and

RESOLVED, that the Agenda shall be prepared under the direction of the Mayor and, additionally, each Commissioner should he or she desire any business be placed on the Agenda shall so make a request to the Mayor; however, should the Mayor for whatever reason decline this request for a given Agenda, then the request by a second Commissioner shall make it mandatory that the item be placed on the given Agenda as required by the first Commissioner; and

RESOLVED, that an item on each Agenda shall be designated as “Public Comment” intended to give citizens an opportunity to speak on any subject; speakers will be given up to four (4) minutes to speak unless the time period is changed by vote of the Board of Commissioners at that meeting; further this Public Comment item will be placed on the Agenda after “Items to be Added to the Agenda”; and

RESOLVED, the necessity for a Closed Session will normally be listed on the Agenda when possible, however, if it is not possible, the individual Commissioner requesting the Closed Session shall contact all Board members, the Mayor, the Manager and the Attorney as time will allow; and

RESOLVED, any Commissioner or the Mayor with just cause may request an item on the printed Agenda be deferred; it shall be the policy of the Board of Commissioners to defer the said requested Agenda item until the next regular meeting of Council, absent any compelling reason not to defer the item (normally absence of a Commissioner by itself is not just cause to have an item deferred); and

RESOLVED, any item that needs to be added to an already printed Agenda will be announced at the beginning of each meeting, however, items to be added should only be added to the Agenda when time is a necessity; and

RESOLVED, there is hereby established as a part of each Agenda as required an item to be designated as “Consent Agenda” and the items listed under the Consent Agenda will be voted on cumulatively in one motion unless a Board member requests to deal with any items on the Consent Agenda individually.

RESOLVED, this the 13th day of December 2021.

__________________________
Mayor John F. Higdon

ATTEST:

__________________________
Town Clerk Lori Canapinno