Board members present: Mayor Tim Helms

 Kitty Fouche

 Jane Alexander

 Kent Otto

 Tom Widmer

Board members absent: Alice Lentz

Town staff present: Alex Carmichael, Town Administrator

Angie Murphy, Town Clerk

Barry Creasman, Public Works Director

Jarod McIntosh, Senior Water Operator

Public Present: Seven members of the public present.

Mayor Helms welcomed everyone to the meeting and held a moment of silence.

**Agenda Adoption**

Commissioner Jane Alexander moved to adopt the agenda as presented. Commissioner Kitty Fouche seconded and the motion carried 4/0.

**Public Comment**

Mrs. Martha Campbell of 149 Maryland Place stated that the NCDMV does not accept Town of Montreat water bills as proof of address for the real ID documentation. It has to do with the red ink on the front of the water bill. Mrs. Campbell stated that this should be considered the next times associates ordered water bill supplies. Town Clerk Angie Murphy stated she could print a document in the Town Services office to use as identification with both mailing and physical address documented.

Ms. Sara Scarborough of 181 Texas Road Ext questioned if the road behind the Lancaster residence would be one-way or two-way. Mr. Creasman commented that it would be one-way from either direction. Ms. Scarborough asked if a yield sign could be installed for safety purposes. Mr. Creasman will look into it and get back to Ms. Scarborough.

**New Business**

A. Budget Amendment #3: Mayor Pro Tem Otto moved to approve Budget Amendment #3 in the amount of $178,232.00 for funding of the Greybeard Wall Project. Commissioner Fouche seconded the motion. Mr. Carmichael stated this portion of the project did come back under budget. Jesse Gardner of Civil Design Concepts (CDC) explained that CDC put it out to bid and Foothills Grading has 90 days to complete wall construction. Contractor is responsible for a signalized detour along West Virginia Terrace. There will be a little bit of a delay. It was scheduled to be constructed in the off season. This construction is tentatively scheduled for late November/early December. After completion the contractor has 150 days to get pavement on the road and everything back to full operation. Mr. Gardner stated that it would not be safe to leave one lane open on Greybeard Trail. As soon as it’s safe to open one lane for traffic CDC can make that happen. Mr. Creasman stated that he has ordered specific signage for this project. The motion carried 4/0.

B. Award Bid and Authorize Contract for the Greybeard Wall Project: Commissioner Fouche moved to award the Greybeard Wall/Creek Stabilization bid to Foothills Grading, to issue a Notice to Proceed in the amount of $178,232.00 and to authorize the Town Administrator to sign and execute corresponding contract. Commissioner Widmer seconded. Commissioner Widmer asked if the Town would be using their own funds for the initial expense and then be eligible for reimbursement for up to 75% from the state. Mr. Carmichael stated that was a true statement. The motion carried 4/0.

**Public Comment**

No public comment at this time.

**Adjournment**

Commissioner Widmer moved to adjourn the Special Meeting. Mayor Pro Tem Otto seconded and the motion carried 4/0.

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Tim Helms, Mayor Angie Murphy, Town Clerk