Board members present: Mayor Tim Helms

Mayor Pro Tem Otto

Commissioner Jane Alexander

Commissioner Tom Widmer

Commissioner Alice Lentz

Board members absent: Commissioner Kitty Fouche

Town staff present: Alex Carmichael, Town Administrator

Angie Murphy, Town Clerk

Barry Creasman, Public Works Director

Darlene Carrasquillo, Finance Officer (via Zoom)

A few members of the public were present via Zoom. Mayor Helms called the meeting to order at 1:00 p.m., and led the group in the pledge of allegiance and a moment of silence.

**Agenda Approval**

Commissioner Widmer moved to adopt the agenda as presented. Commissioner Lentz seconded and the motion carried 4/0.

**New Business**

A. Vote to Allow Virtual Meeting Participation: Commissioner Alice Lentz moved to allow virtual participation by Commission Members. Mayor Pro Tem Otto seconded and the motion carried 4/0.

B. Budget Amendment #10: Mr. Carmichael stated that Budget Amendment #10 is in the amount of $81,639.91 and is being moved from various department to the Capital Project Fund for the new Public Works Building. Mayor Pro Tem Otto moved to adopt Budget Amendment #10 as presented. Commissioner Jane Alexander seconded and the motion carried 4/0.

C. Awarding of Auditor Bid: Mr. Carmichael stated that an RFP had been issued for new auditors and the Town had two responses. The Audit Committee reviewed these responses and are recommending Carter, P.A. They are very knowledgeable in North Carolina governmental auditing. They received good references and were very amicable when Ms. Carrasquillo posed a list of questions to them in order for the Audit Committee to make their decision. Mayor Pro Tem Otto moved to award the bid for Town of Montreat Audit for FY 2019-2020 to Carter, P.A. and to authorize the Mayor to sign engagement letter. Commissioner Alice Lentz seconded and the motion carried 4/0.

**Adjournment**

Commissioner Tom Widmer moved to adjourn the meeting. Commissioner Jane Alexander seconded and the motion carried 4/0.

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Tim Helms, Mayor Angie Murphy, Town Clerk