

**TOWN OF EAST SPENCER  
REGULAR MEETING OF THE BOARD OF ALDERMEN  
Monday, November 5, 2018  
4:00 P.M.**

**BOARD CHAMBERS**

The Regular Meeting of the Board of Aldermen was held in the Aldermanic Chambers of the Municipal Building located on 105 South Long Street in East Spencer, NC. The meeting was called to order by Mayor Mallett at 6:30 P.M.

Members Present:

High, Deloris,	Alderwoman
Gibson, Otis	Alderman
Holmes, Dwayne	Mayor Pro Tem
Cowan, Curtis	Alderman
Noble, John	Alderman
Hillian, Tony	Alderman

Members Absent:

- I. Call the Meeting to order by Mayor Mallett.
- II. Opening Prayer by Alderwoman Deloris High.
- III. Pledge of Allegiance to the flag
- IV. Approval of the Agenda. ***Motion was made by Mayor Pre-Tem Holmes; seconded by alderman Noble. Motion passes unanimously***
- V. **Approval of the Monthly Minutes**  
Regular Meeting                      Monday, October 1, 2018  
Work Session                              Tuesday, October 16, 2018  
***Motion was made to approve the monthly minutes after adding the reading of Proclamation for Veterans Day by Mayor Pro-Tem Holmes; seconded by Alderman Gibson. Motion passes unanimously.***
- VI. **Departmental Reports**

A. Financial Report	ShaTaira Bailey, Acting Town Clerk
B. Police Dept Report	Chief Sharon Hovis
C. Fire Dept Report	Chief Shawn McBride
D. Planning/Code Enforcement Report	Joe Morris, Planner
E. Admin. Report	F. E. Isenhour, Acting Town Administrator

VII. New Action Items

- A. Call for Public Hearing to consider a proposed Text Amendment. **Motion was made by Alderman Hillian; seconded by Alderman Cowan. Motion passes unanimously.**
- B. Travel Expense Reimbursement Policy
- C. Credit Card Policy  
**Both policies will be discussed and motion passes at the December 4, 2018 Regular Meeting.**
- D. Surplus for File Cabinets to Essie Mae Charter School. **Motion was made to declare three surplus file cabinets to Essie Mae Foxx Charter School by Alderman Gibson; seconded by Alderwoman High. Motion passes unanimously.**

VIII. Public Comment

**No public comment.**

IX. Executive Session - Personnel

**Motion was made to open Executive Session for personnel matters by Alderman Cowan; seconded by Mayor Pro Tem Dwayne Holmes. Motion passes unanimously.**

**Motion was made to close Executive Session by Mayor Pro Tem Holmes, seconded by Alderman Gibson. Motion passes unanimously.**

**No action was taken.**

IX. Adjourn

**Motion was made to adjourn by Alderman Gibson; seconded by Alderman Hillian. Motion passes unanimously.**

Executive session minutes recorded by Mayor Mallett and Alderwoman High.

  
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Barbara A. Mallett, Mayor

  
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ShaTaira Bailey, Acting Town Clerk