

CALL TO ORDER/  
INVOCATION

Mayor Cook called the meeting to order at 5:40 p.m.

COUNCIL  
PRESENT

The following members of the Board were present: Mayor Virginia Cook, Council Members Jamie Hollowell, Wendell Hildebrand and Barbara Lowman. Council Member Banks arrived at 5:45 p.m. Council Member Lee Lowman was absent.

STAFF PRESENT

The following staff members were present: Finance Officer Fredrick Rankins.

CITIZENS  
PRESENT

No citizens attended the meeting.

MEDIA

No media attended the meeting.

OPEN SPECIAL  
MEETING

Mayor Cook opened the Special Meeting at 5:40 p.m.

ADOPTION OF  
AGENDA

Council Member Wendell Hildebrand made a motion to adopt the agenda. All voted in favor.

ORDER OF  
BUSINESS:  
REPLACEMENT  
OF HEATING AND  
AC UNIT FOR THE  
TOWN HALL  
OFFICES

Mayor Cook stated that the purpose of the meeting was to discuss replacing a malfunctioning heating and air conditioning unit located on the roof of the Town Hall building. The unit will provide heating and air conditioning for the municipal offices in the Town Hall.

Council was provided three quotes to replace the unit and a summary comparison of the quotes.

The quotes provided were as follows: 4 Seasons Heating & Air in the amount of \$4,520.00, Starnes Heating & Air, Inc. in the amount of \$5,382.00, and Perkins Heating and Air Inc. in the amount of \$5,470.00.

Council and staff began discussion of all aspects of the quotes. It was noted that 4 Seasons Heating & Air provided a more detailed quote.

Council discussed the brands of the different units offered and their capabilities.

The discussion continued with the warranties offered by the manufacturers and whether warranties were provided or available for purchase on parts, labor and any additional items.

It was stated that 4 Seasons Heating & Air and Starnes Heating & Air, Inc. would provide a digital thermostat to replace the older slide thermostat currently in use. Perkins would provide one at an additional cost of approximately \$60.00 to \$80.00.

It was stated that Council Member Lee Lowman offered the use of his bucket truck if needed.

After discussion concluded, Council Member Barbara Lowman made a motion to accept the quote from 4 Seasons Heating & Air in the amount of \$4,520.00. All voted in favor.

Finance Officer Rankins stated that the Town would need to add a Heating Unit line item to the budget and that Council would need to approve a budget amendment in the amount of \$4,900.00, to allow for tax.

Council Member Brenda Banks made a motion to approve a budget amendment in the amount of \$4,900.00 to allow the Town to purchase the new heating and air conditioning unit. All voted in favor. The budget amendment is hereby incorporated by reference and made a part of these minutes (Attachment A.)

ADJOURNMENT All business being concluded, Council Member Jamie Hollowell made a motion to adjourn at 5:50 p.m. All voted in favor.

ATTEST I attest these are the approved minutes of the Board.

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Fredrick Rankins, Deputy Clerk

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Virginia Cook, Mayor