

**TOWN OF OAK CITY**

**November 1, 2021**

**Minutes**

**TOWN MEETING 7:00 P.M.**

**CALL TO ORDER-** Mayor Pro-tem Sue Harrell

**PRAYER-** Mayor Pro-tem Sue Harrell

**ATTENDANCE-Mayor Pro-tem/Commissioner:** Sue Harrell **Commissioners:** Phillip Burnett, Kevonna Easley, Vonetta Porter, and Kevin Turner; Mayor Seat is vacant.

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**REGULAR SESSION**

**AGENDA/MINUTES-** Motion by Commissioner Porter and 2<sup>nd</sup> by Commissioner Turner

**CONSENT AGENDA-** N/A

**BOARD REPORTS** – Harrell thanks everyone who participated in the trunk or treat. Harrell reports that a service for Veterans will be held on Saturday November 13 at 11:00 at the town hall, if it rains it will be moved to Oak City Fire Department.

**OLD BUSINESS**

**Grass-** Porter makes a motion to extend Higgs Lawn Care Services contract until November 2024 with the proper revisions, 2<sup>nd</sup> by Commissioner Burnett. **Motion passed 4-0.**

**NEW BUSINESS**

**Amendment (Electric Fund) -** Commissioner Burnett makes a motion to accept EF Budget Amendment #1, 2<sup>nd</sup> by Mayor Pro-tem/Commissioner Harrell **Motion was passed 4-0.**

**Christmas Party-** Motion made by Harrell to give \$50 gift cards to board members instead of having a Christmas Party 2<sup>nd</sup> by Commissioner Easley. **Motion passed 4-0.**

**New Auditor-** Motion by Commissioner Turner to contact another auditor (Gregory Redman) to do the town 2021 audit, 2<sup>nd</sup> by Commissioner Burnett. **Motion passed 4-0.**

**Safe-** Motion to purchase a fireproof safe to keep important records such as cemetery map, agenda and minutes made by Commissioner Burnett, 2<sup>nd</sup> by Commissioner Easley.  
**Motion passed 4-0.**

**Town Clerk Report-** Porter reads her letter of resignation from the Town Clerk position stating that she would stay on as clerk until someone is hired but no later than end of December 2021. Porter will also come in to assist new clerk periodically as needed with clerk duties until the clerk is comfortable enough to manage on his/her own.

**Public Comment- N/A**

**Close Session-** Burnett makes a motion to go into Close Session, 2<sup>nd</sup> by Harrell.  
**Motion passed 4-0**

Motion to come out of close session made by Burnett, 2<sup>nd</sup> by Harrell. **Motion passed 4-0**

**Motion to adjourn made by Commissioner Turner, 2<sup>nd</sup> by Easley.**

**Meeting adjourn @ 8:30 p.m.**

*Joe Harrell Mayor Pro Tem*  
*12/16/21*

*Vonetta Porter, Town Clerk* *12/16/21*

