**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

 Anyone wishing to address the Council regarding topics on the Agenda is requested to complete a request form. Present it to the Town Clerk prior to the meeting. The Town Clerk will allot a three minute limit unless other arrangements have been made. Request forms are available at the sign in podium or the Town Clerks desk.

***Abbreviations*:**

**\*CM - Council Member \*TA - Town Attorney \*TC - Town Clerk \*TM - Town Manager \*VM - Vice-Mayor**

**open regular council MEETING: 7:00PM**

**Flag Salute:**

**MOMENT OF SILENCE:**

**APPROVE THE AGENDA:**

*Motion to accept the Agenda*

**ROLL CALL:** Mayor Ryder; VM DeVille; CM Sabin; CM Andrews; CM Taylor; and Town Manager Cooper

**RECOGNITION(S): NONE**

**PROCLAMATION(S): NONE**

**APPROVAL OF MINUTES:**

* Town Council Meeting dated November 15, 2022

*Motion to approve the Town Council Meeting minutes dated November 15, 2022*

**RESOLUTION(S): NONE**

**ORDINANCE(S): NONE**

**TOWN MANAGER REPORT: Town Manager**

* A Review of the November 2022 Town Manager Report

*Motion to approve the Town Manager Report for November 2022*

**TREASURERS REPORT:** Town Manager

Review the November 2022 Treasurer’s Report:

* General Fund – 11/01/22 – 11/30/22
* Utility Enterprises Fund – 11/01/22 – 11/30/22
* Wastewater/Sewer Fund – 11/01/22 – 11/30/22
* Bank Balances of the Town bank accounts – 11/01/22 – 11/30/22

*Motion to approve the Treasurer’s Report for November 2022*

**CONSENT AGENDA:**

All matters under the Consent Agenda are routine and will be enacted by one motion and vote. Backup documents and staff recommendations have previously been submitted to the Town Council and will not be discussed unless an item is removed from the Consent Agenda and considered separately under “New Business”.

**REPORTS OF COMMITTEES/DEPARTMENTS: (All Pulled Reports will be considered under New Business)**

1. Finance 2. Public Works 3. CDR 4. Human Resource 5. Utilities 6. Building

7. Grants 8. Planning and Zoning 9. Security 10. Legal

*Motion to accept* *Consent Agenda*

**UNFINISHED BUSINESS: NONE**

 **NEW BUSINESS:**

1. Pulled Reports

 2. Items not on the Agenda

 3. Public Participation

 4. Other:

**TOWN CLERK: NONE**

**CORRESPONDENCE: (Location of items – Listed)**

**November 2022:**

1. Copy of Notice, Agenda, and 1st Special Town Council Workshop combined with the Planning & Zoning Commission (P&Z) notes dated November 16, 2022 – P&Z Section
2. Copy of Finance Committee Agenda and meeting minutes dated November 14, 2022 - Finance Section
3. Copy of Boil Water Notice dated 11/22/22 – Utilities Section
4. Copy of the Records Management Compliance Statement for FY 21/22 – Correspondence Section
5. Copy of the Community, Development, & Recreating (CDR) Committee Meeting minutes dated 11/22/22 and 11/29/22 – CDR Section
6. Copy of the Notice of Cancelling the 4th Quarter Town Council Workshop on November 10, 2022 – Correspondence Section
7. Copy of the Letter & Certificate from the Clay County Supervisor of Elections Office dated November 30, 2022 - Correspondence Section

*Motion to adjourn meeting*

**\*\*Next Town Council Meeting is January 17, 2023\*\***