

Town of Spring Lake
Regular Meeting of the Board of Aldermen
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

January 26, 2015

MINUTES

7 p.m.

The Spring Lake Board of Aldermen held a regular scheduled meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Chris V. Rey presiding.

Board Members Present: Mayor Pro Tem James O'Garra
Alderman James Christian
Alderman Richard Higgins
Alderwoman Densie Lucas
Alderwoman Fredricka Sutherland

Others Present:

Ken Metcalf, Town Manager	Byron Blumenfeld, Water Resource Manager
Rosa Henegan, Human Resources Director	Paul Hoover, Public Works Director
John Kleinert, Maintenance Director	Troy McDuffie, Police Chief
T.J. McLamb, Fire Chief	Tina West, Interim Finance Director
Gail Elder-White, Recreation Director	Jason Williams, Asst. Fire Chief
Rhonda Webb, Town Clerk	

2. Invocation

Alderwoman Sutherland gave the invocation.

3. Pledge of Allegiance

Mayor Rey led the meeting in the pledge of allegiance.

4. Additions or Deletions to Agenda

The Board added items 4b, 5 and 6 from the workshop to the agenda.

Action: The Board approved a motion to move items 4b, 5 and 6 from the workshop to the regular agenda.

Motion by: Alderwoman Lucas

Second by: Alderwoman Sutherland

Vote: Unanimous

5. Approval of Agenda

The Board approved the agenda.

Action: The Board approved a motion to approve the agenda as amended.

Motion by: Alderwoman Lucas

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the agenda is hereby incorporated by reference and made a part of these minutes – see attachment one.)

6. Approval of Consent Items

The Board approved the consent items:

- a. Minutes of the January 12, 2015 Special Meeting
- b. Minutes of the January 12, 2015 Regular Meeting
- c. Minutes of the January 13, 2015 Special Meeting

Action: The Board approved a motion to approve the consent items.

Motion by: Alderman Higgins

Second by: Alderwoman Lucas

Vote: Unanimous

7. Public Forum

Sergeant McCormick spoke about the Special Olympics and stated the Police Department came in 21st last year and said he would like to get everyone's support. He also spoke regarding Homeless. This is an initiative to count the homeless in the Country. He asked the Board and attendees to let them know of anyone they believe to be homeless.

8. Presentation

a. Board of Aldermen Terms of Office

Ms. Webb presented the Board with the procedure for amending the Town's Charter which is what would have to be amended to change the Board's Terms of Office. To change the Board's Terms of Office there are six steps that must be followed:

1. Adopt Resolution of Intent to Consider an Ordinance Amending the Charter
2. Call a Public Hearing
3. Notice of Public Hearing Shall Be Published
4. Hold the Public Hearing
5. Adopt an Ordinance Amending the Charter
6. Notice of Ordinance Shall Be Published

If the Town adopts an ordinance amending the city's charter and does not call a referendum on the change, G.S. 160A-103 permits the city's voters to circulate and submit to the council petitions seeking a referendum. If the petition contains a sufficient number of signatures (either 10% of the whole number of voters who are registered to vote in the city elections or 5,000 whichever is less), the council must call a referendum and the ordinance does not become effective unless the voters approve it in the referendum. Voters must submit such a petition within 30 days after the publication date of the city's notice that the council has adopted the ordinance. Upon receipt of a valid petition, the council shall call a special election on the question of adopting the charter amendment(s) proposed therein and shall give public notice thereof. The special elections shall be fixed at not more than 12 nor fewer than 6 days after receipt of the petition.

The consensus of the Board was to task the Clerk to move forward with the process.

(A copy of the agenda memo and informational sheet is hereby incorporated by reference and made a part of these minutes – see attachment two.)

9. New Business

a. Feasibility Study, Goins Property

Mr. Rooney presented the Feasibility Study for the Goins Property Annexation. He stated there are five properties included in the annexation and they are located near the intersection of West Manchester

Road and Bragg Boulevard. There is no significant anticipated cost for providing Town services. The revenue estimate is \$3,700 but redevelopment could change that number. All costs associated with connecting with sewer or water is the responsibility of the property owner.

(A copy of the agenda memo and Feasibility Study is hereby incorporated by reference and made a part of these minutes – see attachment three.)

b. Deferred Item: Additional Payment to Spring Lake Chamber of Commerce

This item was discussed at the special meeting earlier in the evening.

Action: A motion to defer Budget Amendment 2015.13 to the second meeting in February was defeated.

Motion by: Mayor Pro Tem O'Garra

Second by: Alderman Higgins

Vote: 3-2	Yes	No
	Mayor Pro Tem O'Garra	Alderman Christian
	Alderwoman Lucas	Alderman Higgins
		Alderwoman Sutherland

Action: The Board approved a motion to deny Budget Amendment 2015.13.

Motion by: Alderman Christian

Second by: Alderwoman Sutherland

Vote: 3-2	Yes	No
	Alderman Christian	Mayor Pro Tem O'Garra
	Alderman Higgins	Alderwoman Lucas
	Alderwoman Sutherland	

(A copy of the agenda memo and Budget Amendment 2015.13 is hereby incorporated by reference and made a part of these minutes – see attachment four.)

c. Deferred Item: Employee Salary Adjustment

Mr. Metcalf advised at the December 8th meeting the Board deferred this item to tonight's meeting. Ms. West stated there were three potential amounts proposed for a full year adjustment and a mid-year adjustment. She requested the Board to determine which proposal they wanted to consider, if any.

Alderman Higgins stated he would like to see this placed in the budget process to be considered. He expressed a desire to see the salary study before a decision is made on this. He said it is time we do something permanent for the employees but wants to be able to study the impact and recommendations further. He does not like to make decisions like this outside the budget process. Alderwoman Sutherland stated that she concurs with Alderman Higgins and added that all employees need to be considered. Mayor Pro Tem O'Garra asked when we will have the results of the salary survey and Ms. Henegan and Mr. Metcalf advised the Board should receive a presentation in early March. Alderman Higgins stated that he believes we need to get the salary study results and take action on that.

Action: The Board approved a motion to currently deny Budget Amendment 2015.14.

Motion by: Alderman Christian

Second by: Alderwoman Lucas

Vote: Unanimous

(A copy of the agenda memo is hereby incorporated by reference and made a part of these minutes –

see attachment five.)

d. Downtown/Main Street Initiatives – DOT Town Funded Design Survey

Mr. Metcalf advised at the retreat on January 13th Mr. Hunt explained that we need to have a design survey done if we want to pursue funds for downtown. He stated we do not know exactly how much the survey will cost but he anticipates it to be \$60,000+. He stated the Finance Department has been able to identify some savings we will see this year and was able to identify possible funding for the survey. RFQs have been sent out and he requested the Board allow staff to bring back a Budget Amendment once we have the RFQ quotes and select a firm based on the savings Ms. West was able to identify in this year's budget.

Ms. West provided the Board with information regarding funding sources that could be used to fund the project. The General Fund will bear the brunt of the cost because the majority of the improvements will be General Fund type activities. Stormwater and Water and Sewer will also provide some funds. The funding source from General Fund is solely from the Unemployment Compensation account. She stated we never know from year to year what this will be because it is based on our claims. We based this year's budget on what we budgeted for last year which is \$50,000 and the actual cost came in at approximately \$4,600. The majority of the funds for the project will come from this source. Three different departments in the Water and Sewer Fund will be providing some funding. Stormwater Revenues will fund \$2,000 and Stormwater Administration Expense will provide \$10,723. In total, we have identified \$75,000 available for the project. Mayor Rey requested that in the future we show a sheet with funds and amounts.

Alderwoman Sutherland inquired how we found \$75,000 and at other times we are squeezing trying to find the funds. She stated that whatever we need or want we usually find the money and it amazes her that we keep finding money but at budget time we have to raise taxes on the citizens.

Action: The Board approved a motion to move forward with this initiative as requested by the Manager.

Motion by: Mayor Pro Tem O'Garra

Second by: Alderman Christian

Vote: Unanimous

(A copy of the agenda memo is hereby incorporated by reference and made a part of these minutes – see attachment six.)

e. July 4th Festival Discussion

Mr. Hunt advised the Spring Lake Chamber has already had a planning event so they can stay on top of everything that needs to be done to make the event a success. He stated they had 5,000 attendees last year and they want to start planning early based on things they learned last year. He invited the Board to ask questions. Alderwoman Sutherland inquired about how they came up with the number of participants last year and requested that we take these concerns into consideration. She also inquired about the revenue that was made and where it went. She stated that she requested a printout of these things but never received it. She stated that she is glad it was a success but expressed concern about the number of employee hours and Town resources that were spent to help make it a success and the liability of having that many people on Main Street. Mr. Hunt stated they purchased an additional \$10M in liability insurance in case there was an accident. He stated the attendance was an estimated number created by the Fayetteville Observer. He stated this year they will invest in clickers to get a better head count. The Chamber broke even and the vendors said they did ok. Alderwoman Sutherland again expressed concern about the amount of tax dollars used for the festival. She stated that she appreciates

being given an opportunity to speak about this tonight even though it has already been advertised that you are moving forward.

Mayor Pro Tem O'Garra stated we made a little over \$600. They gave away about 20 cases of water and about 6 or 7 cases of potato chips. He stated they look forward to being out there again.

The Board's consensus was to move forward with the July 4th Festival.

(A copy of the agenda memo is hereby incorporated by reference and made a part of these minutes – see attachment seven.)

f. Clarification of Grant Assignments

Mr. Metcalf clarified that anytime staff prepares a grant application it is under the purview of the Manager and if it requires the Board's review and approval we will do so. He stated that any grant application of substance will come before the Board to approve or deny before we do any work on it.

(A copy of the agenda memo is hereby incorporated by reference and made a part of these minutes – see attachment eight.)

Mr. Buzzard stated in terms of the Special Assessment District the statutes do not define very well what you can and cannot do. They are so broadly written which allows the Board to pretty much do what they want but it would be best for the Board to define what they want to do in that district.

He stated concerning the contract for EDC that it is an ongoing contract which makes it a little different from other contracts we may have for consulting type services. It is impossible to cover everything in a contract, especially in an ongoing contract, but we hope that all contracts include the willingness of parties to be reasonable when things come up because we both understand that not everything can be covered in a contract.

10. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 8:19 p.m.

Motion: Alderman Higgins

Second by: Alderwoman Lucas

Vote: Unanimous



Rhonda D. Webb
Rhonda D. Webb, MMC, NCCMC
Town Clerk

ATTEST:

Chris V. Rey
Mayor