

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

March 9, 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
Alderwoman Fredricka Sutherland

Alderman Richard Higgins
Alderwoman Densie Lucas

Others Present:

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| Ken Metcalf, Town Manager | Tony Buzzard, Town Attorney |
| Byron Blumenfeld, Water Resource Manager | J.C. Combs, Assistant Recreation Director |
| Rosa Henegan, Human Resources Director | Paul Hoover, Public Works Director |
| Troy McDuffie, Police Chief | T.J. McLamb, Fire Chief |
| Tina West, Interim Finance Director | 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

There were no additions or deletions to the agenda.

5. Approval of Agenda

The Board approved the agenda.

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

Motion by: Alderman Christian

Second by: Alderwoman Sutherland

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 February 23, 2015 Regular Meeting

Action: The Board approved a motion to approve the consent items for February 23, 2015 Regular meeting.

Motion by: Alderwoman Sutherland

Second by: Alderman Christian

Vote: Unanimous

7. Public Forum

No one spoke at the Public Forum.

8. Presentation

a. Presentation, Community Development Action Plan

Ms. McLean provided information about the 5-year Consolidate Plan and stated they want to receive public input on the plan. Cumberland County is designated as an entitlement community and they receive funding from the US Department of Housing and Urban Development. The funding is used for Community Development Block Grant (CDBG), the HOME Investment Partner Program, Water and Sewer Improvements and Economic Development Initiatives. They requested citizens provide input of what the needs are in the community. Ms. Dee Taylor advised they developed a community needs assessment survey for citizens to complete which is available on their web site. Based on the feedback they receive from the survey they identify the needs in the community and determine how to allocate funds to address those needs. They provided more than \$1M in Spring Lake over the past five years.

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

b. Presentation, Weatherization Assistant Program

Ms. Lowe-Jacobs provided the Board with information about the weatherization assistance program offered through Cumberland Community Action Program. The weatherization program is a federal program provided by the NC Department of Environment and Natural Resources. It is designed to help residents who meet federal low income guidelines to lower their energy usage and cost. The guideline for weatherization is 200% and for heating and air replacement is 150%. This means a household of four could make approximately \$44,000 per year and qualify for the program. The program is free to Cumberland County residents and they do not have to be a homeowner.

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

c. Presentation, Spring Lake Fire Department Recognition

Mr. Metcalf read a letter from a resident who commended the Fire Department for helping them and for the job that they do.

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

d. Presentation, Classification/Compensation Study

Mr. Robertson, the Mercer Group, advised that the classification and compensation study is a two part study that comes together at the end. The classification study has nothing to do with accessing the performance of an employee. He looks at the position as if it is vacant. He uses a ten factor evaluation system and each position is compared to all ten factors. The output of the classification is a pay grade. On the compensation side they look for benchmark positions that will correspond with market organizations (positions outside the organization that the position can be compared to). This is not a title match but duties match. They received feedback from 9 market organizations. He stated they have the positions classified but needs the Board to provide what the budgetary allocation for implementation will be. He needs an idea of the fund allocation to provide feedback to the Board regarding implementation. He stated once a dollar amount is identified the proposed implementation plan could be ready for consideration within a month or so.

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

9. New Business

a. Capital Improvement Plan Purchase, Knuckle Boom Truck, Sanitation Department

Mr. Hoover advised the proposed truck is a little different from the truck we currently have. He stated we need to change the way we provide this service by increasing the weight capacity of the truck and by using roll off boxes which will save time and money. He requested authorization to move forward with the purchase of the truck. The quote on the vehicle came in \$35,759 less than what was budgeted in the current budget year.

Alderwoman Sutherland and Alderman Christian requested to see a cost savings analysis.

Action: The Board approved a motion to move forward with the purchase of the knuckle boom truck.

Motion by: Alderman Christian

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the agenda memo and Quote from Public Works equipment and Supply for the Knuckle Boom Truck is hereby incorporated by reference and made a part of these minutes – see attachment six.)

b. Resolution (2015) 3, Accepting Report of Unpaid Taxes and Directing Tax Collector to Advertise Tax Liens

Ms. Webb advised this is a housekeeping measure. Every year the Cumberland County Tax office requests each municipality to accept the report of unpaid taxes and direct the Tax Collector to advertise the tax liens.

Action: The Board approved a motion to approve Resolution (2015) 3.

Motion by: Alderman Christian

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the agenda memo and Resolution (2015) 3 is hereby incorporated by reference and made a part of these minutes – see attachment seven.)

c. Ordinance (2015) 4, Amend Charter to Change Length of Term for Mayor

Ms. Webb advised this is the next step in the process of amending the Charter to go from two-year terms to four-year terms for the Mayor. She further advised if a successful petition is not filed within 30 days from the date the public notice advising that the Board has adopted this Ordinance, the Ordinance will go into effect.

Action: The Board approved a motion to approve Ordinance (2015) 4.

Motion by: Alderwoman Sutherland

Second by: Alderman Christian

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|------------------|-----------------------|-----------------------|
| Vote: 2-1 | Yes | No |
| | Alderman Christian | Mayor Pro Tem O'Garra |
| | Alderwoman Sutherland | |

In accordance with G.S. 160A-75, this item will be brought back before the Board at the next regular meeting for another vote.

(A copy of the agenda memo and Ordinance (2015) 4 is hereby incorporated by reference and made a part of these minutes – see attachment eight.)

d. Ordinance (2015) 5, Amend Charter to Change Length of Term for Board

Ms. Webb advised this is the next step in the process of amending the Charter to go from two-year terms to four-year terms for the Board of Aldermen. She further advised if a successful petition is not filed within 30 days from the date the public notice advising that the Board has adopted this Ordinance, the Ordinance will go into effect.

Action: The Board approved a motion to approve Ordinance (2015) 4.

Motion by: Alderman Christian

Second by: Alderwoman Sutherland

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|------------------|-----------------------|-----------------------|
| Vote: 2-1 | Yes | No |
| | Alderman Christian | Mayor Pro Tem O'Garra |
| | Alderwoman Sutherland | |

In accordance with G.S. 160A-75, this item will be brought back before the Board at the next regular meeting for another vote.

(A copy of the agenda memo and Ordinance (2015) 4 is hereby incorporated by reference and made a part of these minutes – see attachment nine.)

10. Closed Session G.S. 143-318.11(a)(4) – Economic Development

Action: The Board approved a motion to go into Closed Session pursuant to G.S. 143-318.11(a)(4) – Economic Development.

Motion by: Alderman Christian

Second by: Alderwoman Sutherland

Vote: Unanimous

Mayor Rey invited Mr. Hunt into the Closed Session.

Mayor Rey recognized Mr. Steve Starnes for his service to Spring Lake.

12. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 9:00 p.m.

Motion: Alderman Christian

Second by: Alderwoman Sutherland

Vote: Unanimous

ATTEST:



Chris V. Rey
Mayor



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