

# The Town of Spring Lake

## **BOARD OF ALDERMEN**

Larry G. Dobbins, Mayor Pro Tem  
James Christian, Alderman  
Densie Lucas, Alderwoman  
James P. O'Garra, Alderman  
Fredricka Sutherland, Alderwoman



CHARTERED IN 1951

## **OFFICE OF THE MAYOR**

Chris V. Rey, Mayor

## **ADMINISTRATION**

Addison "Tad" Davis IV, Town Manager  
Rhonda D. Webb, Town Clerk  
Robert A. "Tony" Buzzard, Town Attorney

## **Regular Meeting of the Board of Aldermen November 14, 2016 7 p.m.**

### **PROPOSED AGENDA**

1. **Call Meeting to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Additions or Deletions to Agenda**
5. **Approval of Agenda**
6. **Approval of Consent Items**
  - a. Minutes of the October 24, 2016 Regular Meeting
  - b. Proclamation, America Recycles Day/Fall Litter Sweep 2016
7. **Public Forum**
8. **Presentations**
  - a. Cumberland Community Development Overview of Services – Sylvia McLean
  - b. Manager's Update – Mr. Cooney
9. **New Business**
  - a. Budget Amendment 2017.3, Fire Department – Mr. Watson
  - b. Resolution (2016) 20, Designating Town's Agent, FEMA Hurricane Matthew – Mr. Cooney
  - c. Resolution (2016) 21, 2017 Holiday Schedule – Rosa Henegan
  - d. Resolution (2016) 22, Declare Fire Department Equipment Surplus – Chief McLamb
10. **Adjournment**

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

October 24, 2016

**MINUTES**

7:03 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 Pro Tem Dobbins presiding.

**Board Members Present:** Alderman James Christian  
Alderwoman Densie Lucas  
Alderman James O'Garra  
Alderwoman Fredricka Sutherland

**Others Present:**

Tad Davis, Town Manager	Tony Buzzard, Town Attorney
Tom Cooney, Public Works Director	John Kleinert, Director of Streets, Grounds and Sanitation
Rosa Henegan, Human Resource Officer	Troy McDuffie, Chief of Police
T.J. McLamb, Fire Chief	Doris Snider, Senior Center Director
Claiburn Watson, Finance Director	Rhonda Webb, Town Clerk

**2. Invocation**

Alderwoman Sutherland gave the invocation.  
Mayor Pro Tem Dobbins requested a moment of silence for Sheila Hogans.

**3. Pledge of Allegiance**

Alderman O'Garra 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:** Alderwoman Lucas

**Second by:** Alderman Christian

**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 October 10, 2016 Regular Meeting

**Action:** The Board approved a motion to approve the consent items: Minutes for October 10, 2016 Regular Meeting.

**Motion by:** Alderwoman Sutherland

**Second by:** Alderman Christian

**Vote:** Unanimous

## **7. Public Forum**

No one spoke at the Public Forum.

## **8. Presentations**

### **a. Quarterly Finance Update**

Mr. Watson provided the Board of Aldermen with an update on the Town's financial status. His presentation included a quarterly financial analysis for July through September 2016 for each Fund, the investment report for July through September 2016, a summary of the purchasing card use from June through August 2016 and a summary report for the BB&T card use from June through August 2016.

Alderwoman Sutherland inquired about why we are using the BB&T card instead of people using their purchasing cards. She stated she thought the policy was that the BB&T card would only be used in case of an emergency. Mr. Davis clarified that the BB&T card is used by people who do not have a purchasing card. Alderwoman Sutherland requested that we keep the BB&T card use down as much as possible.

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

### **b. Manager's Update**

Mr. Davis reported the following:

- We had a highly successful Fall Festival this past weekend. We had approximately 1,000 to 1,200 attendees
- Early voting begins this week in Spring Lake at the Recreation Center.
- We continue to put the information together on Hurricane Matthew damages throughout Town and an update should go out this week.
- November 4, 2016 we will host a Heroes Homecoming event at the Recreation Center and Veteran's Park beginning at 6 p.m. We will be part of a greater Cumberland County recognition program.
- November 11, 2016, 10 a.m. we will host the Veteran's Day Ceremony and the focus this year is on the U.S. Air Force.

Alderwoman Sutherland stated we are non-partisan and we need to be careful about getting involved in the voting process because as a municipality we need to remain non-partisan. She expressed concern about using any Town vehicle to pick people up.

## **9. New Business**

### **a. FM Global Grant Acceptance, Fire Department**

Chief McLamb stated the Fire Department needed to upgrade the "Sparky" suit and did not have the funds to do so. On October 3, 2016 the Fire Department was awarded \$2,700 from FM Global and that money will be used to pay for the upgraded suit for "Sparky". "Sparky" made an appearance at the meeting.

**Action:** The Board approved a motion to accept the FM Global Grant.

**Motion by:** Alderwoman Sutherland

**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 three.)

**b. AFG Fire Department Grant Application**

Chief McLamb stated he needs the Board’s approval to apply for the Assistance to Firefighters Grant. They want to apply for the grant to purchase three thermal imager cameras. These cameras are used to search for victims in a smoke filled room and to find the heat/fire source. The total grant is for \$28,500 and the Town will have to provide a 5% match of \$1,425.

**Action:** The Board approved a motion to approve submitting the AFG Grant Application and the 5% match will come out of the Fire Department’s budget.

**Motion by:** Alderman 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 four.)

**c. Budget Amendment 2017.2, Police Department**

Mr. Watson stated this Budget Amendment recognizes insurance proceeds for a Dodge Charger that was totaled. These funds will be used to help offset the purchase costs of a replacement police vehicle and related equipment.

**Action:** The Board approved a motion to approve Budget Amendment 2017.2.

**Motion by:** Alderwoman Sutherland

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo and Budget Amendment 2017.2 is hereby incorporated by reference and made a part of these minutes – see attachment five.)

**d. Board to Consider Waiving Permit and Inspections Fees for Hurricane Matthew Victims**

Mr. Cooney requested the Board’s approval to waive permit and inspections fees for victims affected by Hurricane Matthew. He proposes that the fee waiver expire January 1, 2017. Mr. Davis stated we will monitor this closely. If done correctly, the restoration process is not a quick process and if necessary we will bring a request to the Board in December to extend the expiration date by 30 days. He commended Mr. Cooney for the work he did during Hurricane Matthew.

**Action:** The Board approved a motion to approve waiving the permit and inspections fees for Hurricane Matthew victims.

**Motion by:** Alderman O’Garra

**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 six.)

**10. Closed Session G.S. 143-318.11(a)(3) – Attorney-Client Privilege**

**Action:** The Board approved a motion to go into Closed Session pursuant to G.S. 143-318.11(a)(3) – Attorney-Client Privilege.

**Motion by:** Alderman Christian

**Second by:** Alderman O’Garra

**Vote:** Unanimous

**Action:** The Board approved a motion to go back into open session at 8:39 p.m.

**Motion by:** Alderman O'Garra  
**Second by:** Alderman Christian  
**Vote:** Unanimous

**11. Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 8:39 p.m.  
**Motion:** Alderwoman Lucas  
**Second by:** Alderman O'Garra  
**Vote:** Unanimous

Rhonda D. Webb, MMC, NCCMC  
Town Clerk

ATTEST:

Chris V. Rey  
Mayor

# *America Recycles Day and Fall Litter Sweep 2016*

A Proclamation by the Mayor of the Town of Spring Lake

*Whereas* America Recycles Day is a nationally recognized “Keep America Beautiful” program started in 1997 to promote and celebrate recycling in the United States; and

*Whereas* as a Community, we must do all we can to leave the next generation a cleaner, safer, and more stable world; knowing the actions we take today will determine what kind of world we will pass on to our Community’s young people; and

*Whereas* America’s young people are tomorrow’s environmental stewards and it is our responsibility to instill in them a conservation ethic. Recycling reduces our Country’s energy consumption, decreases our greenhouse gas emissions, and conserves our natural resources, and is one of the first steps we can teach our children and grandchildren to incorporate as part of their everyday lives; and

*Whereas* communities across the Country host thousands of organized events each year to raise awareness by educating family, friends, neighbors, and colleagues about the benefits of recycling; and

*Whereas* on America Recycles Day, the Board of Aldermen encourages citizens to embrace their role not only as custodians of the present, but also caretakers of tomorrow by recognizing the environmental and economic benefits that recycling produces; and

*Whereas* we celebrate all those who do their part to build a more prosperous and sustainable future.

*Now therefore*, I, Chris V. Rey, Mayor of the Town of Spring Lake, do hereby proclaim November 19, 2016 as

## *America Recycles Day and Fall Litter Sweep Day*

in Spring Lake, and urge all citizens to take an active role in making our community cleaner and protecting our planet.

*In witness whereof*, I have hereunto set my hand and caused the seal of the Town of Spring Lake to be affixed on this 14<sup>th</sup> day of November, 2016.

ATTEST:

Chris V. Rey  
Mayor

Rhonda D. Webb, MMC, NCCMC  
Town Clerk



Attachment # \_\_\_\_\_

Agenda Item No. 8a  
Request for Town Aldermen Action

To: Honorable Mayor Rey and Spring Lake Board of Aldermen  
From: Rhonda D. Webb, Town Clerk  
Date: November 14, 2016  
Subject: Presentation, Community Development Overview of Services

**Purpose:**

To allow representatives from Cumberland County Community Development to present an overview of the services they provide to all County residents.

**Overview:**

Ms. Sylvia McLean, Director of Cumberland County Community Development, will present the Board of Aldermen with an overview of services and programs available to all County residents including affordable housing, housing rehabilitation, public services, public facility improvements, infrastructure and other Housing and Urban Development (HUD) eligible activities. She will also discuss planning of the upcoming Annual Action Plan.

**Recommendation:**

Hear Presentation

**Action Needed:**

None

**Attachments:**

None



Agenda Item No. 9a  
Request for Town Aldermen Action

To: Honorable Mayor Rey and Spring Lake Board of Aldermen  
From: Claiburn B. Watson, Finance Director  
T.J. McLamb, Fire Chief  
Date: November 14, 2016  
Subject: Approval of Budget Amendment 2017.3, Fire Department

**Purpose:**

To budget proceeds of \$7,000.00 from Eastwood Fire Department for the sale of the Fire Department's surplus Air-Packs. The increase in the Fire Non-Capital Public Safety Equipment Budget will help offset the Fire Department's capital expense not currently funded.

**Overview:**

Recently, Spring Lake Fire Rescue sold surplus Air-Packs to Eastwood Fire Department in Moore County through a sealed bid process. The proceeds of the sale will be used to help offset the purchase of Fire Department equipment.

A check in the amount of \$7,000 has been deposited into the Town's Miscellaneous Revenue Account (10-00-3839-890-00).

We are respectfully requesting a budget amendment for the purpose of using these funds to help offset fire department capital expense not currently funded.

**Recommendation:**

Approve Budget Amendment 2017.3

**Action Needed:**

Approve Budget Amendment 2017.3

**Attachments:**

Budget Amendment 2017.3

Town of Spring Lake  
Budget Amendment  
FY 2016-2017

Amendment # 3

Revenue Account	Account Description	Current Budget	Increase (Decrease)	Revised Budget
10-00-3839-890-00	Miscellaneous Revenue	5,000.00	7,000.00	12,000.00

Expenditure Account	Account Description	Current Budget	Increase (Decrease)	Revised Budget
10-10-4340-860-00	Fire-Non-Capital Public Safety Equipment	12,000.00	7,000.00	19,000.00

**JUSTIFICATION:**

To budget proceeds of \$7,000.00 from Eastwood Fire department for the sale of the Fire Departments surplus Air-Packs. The increase in the Fire Non-Capital Public Safety Equipment Budget will help offset the fire departments capital expense not currently funded.

**REVIEWED BY :** \_\_\_\_\_ **DATE :** 11/14/2016  
Finance Director

**APPROVED BY:** \_\_\_\_\_ **DATE :** 11/14/2016  
Town Manager

**Board of Town Aldermen**  
 \_\_\_\_\_ **DATE :** 11/14/2016  
Town Clerk



Agenda Item No. 9b  
Request for Town Aldermen Action

To: Honorable Mayor Rey and Spring Lake Board of Aldermen  
From: Tad Davis, Town Manager  
Date: November 14, 2016  
Subject: Approval of a Resolution Designating the Town’s “Agent” for the Purpose of Filing for and Receiving Funds Related to Hurricane Matthew

**Purpose:**

To obtain Board approval of recommendation to designate Mr. Tom Cooney and Mr. Butch Watson as the Town’s primary and secondary agents respectively with regard to filing for and receiving funds related to Hurricane Matthew from both the Federal Emergency Management Agency (FEMA) and the North Carolina Department of Public Safety – Division of Emergency Management (NCDPS-EM).

**Overview:**

The attached resolution will designate Mr. Tom Cooney as the primary agent for the Town of Spring Lake in matters dealing with FEMA and NCDPS-EM for filing and receiving documents from those agencies as they relate to Hurricane Mathew. Mr. Butch Watson will be the secondary agent. This is a formality in the paperwork chain required by those agencies prior to the Town being able to apply for assistance with the costs associated with the hurricane. I fully support the recommendation that the agent designations be as shown on the Resolution form due to Mr. Cooney and Mr. Watson’s direct involvement with the efforts to document and recover expenses from the damages caused by Hurricane Mathew.

At the present time FEMA has agreed to cover 75% of allowable costs incurred and the State will pay the remaining 25%. We are in the process of documenting all of the costs incurred by the Town associated with the damage and emergency response.

**Recommendation:**

Recommend the Board approve the resolution which will designate Mr. Cooney as the Primary Agent and Mr. Watson as the Secondary Agent for the Town of Spring Lake in matters pertaining to FEMA and the NCDPS-EM with regard to Hurricane Mathew.

**Action Needed:**

Approve Resolution (2016) 20 Designation of Applicant’s Agent

**Attachments:**

Resolution (2016) 20 Designation of Applicant’s Agent



## APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

## STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.



Agenda Item No. 9c  
Request for Town Aldermen Action

To: Honorable Mayor Rey and Board of Aldermen  
From: Rosa Henegan, Human Resource Officer  
Date: November 14, 2016  
Subject: Town of Spring Lake 2017 Holiday Schedule

**Purpose:**

The purpose of this memo is to request Board approval of the 2017 Holiday Schedule for the Town of Spring Lake.

**Overview:**

Pursuant to the Town of Spring Lake Personnel Policy Article X “Leave of Absence” Section 1 “Holiday Observed,” the Town Manager shall propose an annual holiday schedule to the Board of Aldermen for consideration. The proposed 2017 Holiday Schedule mirrors the holiday schedule for employers of the State of North Carolina with the exception of the addition of President’s Day and the omission of one of the one of the three days that State employees receive during the Christmas Holiday.

**Recommendation:**

Approve Resolution (2016) 21 approving the 2017 Holiday Schedule

**Action Needed:**

Approve Resolution (2016) 21 approving the 2017 Holiday Schedule

**Attachments:**

Resolution (2016) 21  
Proposed 2017 Holiday Schedule

**RESOLUTION (2016) 21**

**A Resolution of the Board of Aldermen of the Town of Spring Lake, NC; Amending Personnel Policy, Article X, Leave of Absence, Section 1, Holidays Observed.**

**WHEREAS,** the Board of Aldermen adopted the Personnel Policy on May 24, 1999; and

**WHEREAS,** the Town staff recommends amending the policy to avert overpayment of holiday pay; and

**WHEREAS,** the Town staff recommends providing flexibility to set annual observation of holidays.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SPRING LAKE, THAT:**

**Section 1.** That Town of Spring Lake Personnel Policy, Article X, Leave of Absence, Section 1, Holidays Observed is amended as presented in Attachment A.

**Section 2.** This resolution shall be effective immediately upon its adoption.

**Adopted this 14th day of November, 2016.**

Yes

No

By: \_\_\_\_\_  
Rhonda D. Webb, MMC, NCCMC  
Town Clerk

By: \_\_\_\_\_  
Chris V. Rey  
Mayor

## 2017 Holiday Schedule

*New Year's Day.....Monday, January 2*

*Martin Luther King Jr. Day.....Monday, January 16*

*Presidents Day.....Monday, February 20*

*Good Friday.....Friday, April 14*

*Memorial Day.....Monday, May 29*

*Independence Day.....Tuesday, July 4*

*Labor Day.....Monday, September 4*

*Veteran's Day.....Friday, November 10*

*Thanksgiving.....Thursday, November 23*

*&*

*Friday, November 24*

*Christmas.....Monday, December 25*

*&*

*Tuesday, December 26*

Agenda Item No. 9d  
Request for Town Aldermen Action



To: Honorable Mayor Rey and Spring Lake Board of Aldermen  
From: T.J. McLamb, Fire Chief  
Date: November 14, 2016  
Subject: SCOTT Thermal Imaging Cameras

**Purpose:**

To be able to declare property surplus so it may be advertised to sell.

**Overview:**

Spring Lake Fire Rescue recently placed (2) Scott Thermal Imaging Cameras out of service. Original cost of these cameras was between \$10,000 and \$12,500. These models have been discontinued and the replacement model cost is \$7,000. Cost to repair our model camera is quoted at \$6,634. These cameras would require repairs that would equal the value of the new model camera, therefore making it cost prohibited repairing. We are requesting these units be declared as surplus property and disposed of in accordance with Town policy.

**Recommendation:**

Approve Resolution (2016) 22 to declare the SCOTT Thermal Imaging Cameras surplus property.

**Action Needed:**

Approve Resolution (2016) 22 to declare the SCOTT Thermal Imaging Cameras surplus property.

**Attachments:**

Resolution (2016) 22  
Surplus application

**RESOLUTION (2016) 22**

**RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF SPRING LAKE, NORTH CAROLINA DECLARING SURPLUS VARIOUS VEHICLES AND PIECES OF EQUIPMENT.**

- WHEREAS,** the Town periodically has personal property that has outlived its useful life; and
- WHEREAS,** N.C.G.S. §160A-270 allows the Board of Aldermen to sell personal property at public auction upon adoption of a resolution; and
- WHEREAS,** the attached list of property (Attachment A) is no longer needed for any governmental use by the Town of Spring Lake; and
- WHEREAS,** it is the intent of the Town to sell the declared surplus property either by electronic public auction at [www.govdeals.com](http://www.govdeals.com) at various durations of time, during the period TBD upon Board Approval; and
- WHEREAS,** the items are to be sold as is, all sales final, cash, or certified check only;

NOW, THEREFORE, BE IT RESOLVED, BY THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF SPRING LAKE, NORTH CAROLINA, THAT:

- Section 1.** The Town of Spring Lake does hereby declare said personal property surplus to the needs of the Town.
- Section 2.** The Town of Spring Lake does hereby authorize the aforementioned means of sale of the said personal property to the highest bidder.
- Section 3.** The Town staff is hereby authorized to execute any and all documents associated with the transfer of the said personal property to the eventual purchaser.
- Section 4.** This resolution shall be effective November 14, 2016.

**Duly adopted by the Town of Spring Lake Board of Aldermen, meeting in regular session, on this 14th day of November, 2016.**

YEAS

NOES

\_\_\_\_\_  
Chris V. Rey  
Mayor

Attest:

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

## Attachment A

<u>Item</u>	<u>Year</u>	<u>Make</u>	<u>Model/Description</u>	<u>I.D.</u>
1.	2010	Scott	EI-320 Thermal Imaging Camera	EIC00669
2.	2010	Scott	EI-320 Thermal Imaging Camera	EIC00834

**PUBLIC NOTICE**  
**SALE OF SURPLUS PERSONAL PROPERTY**  
**TOWN OF SPRING LAKE, NORTH CAROLINA**  
**November 2016**

The following property has been declared surplus to the needs of the Town:

<u>Item</u>	<u>Year</u>	<u>Make</u>	<u>Model/Description</u>	<u>I.D.</u>
1.	2010	Scott	EI-320 Thermal Imaging Camera	EIC00669
2.	2010	Scott	EI-320 Thermal Imaging Camera	EIC00834

It is the intent of the Town to sell these items by electronic auction at [www.govdeals.com](http://www.govdeals.com) or utilizing some other means deemed best for deriving the most value for the items for the Town. Each of these items will be listed for sale at various durations of time, during the period TBD upon Board Approval.

All items to be sold as is, all sales final, cash, or certified check only.

For additional information contact Walter Pedrojew at 910-436-0241 x 1611.

## Town of Spring Lake Equipment Inspection Form

This Section to be Completed by Department Head

Year 2010 Manufacturer Scott Model EI-320 Serial # EIC 00669  
 Department Fire Location of Asset Station  
 Hours/Mileage N/A  
 Department Head Signature: Tally Mc Date: 10/24/2016

This Section to be Completed by Fleet Maintenance

**Please fill in or check** Long Description: Core, glare shield, Front Boot, Shock Absorber & Cable tie B&D  
 This Equipment  Starts  Starts with a boost  Is Operable  Is not operable  For Parts Only  
 Engine    L, V  Gas  Diesel engine  Hours     Miles     
 This vehicle was maintained every     Hours  
 Engine Condition:  Is operable  Needs repair  is in unknown condition  
 Repairs needed:   

**Transmission**  
 Transmission:  Automatic  Manual    speed  Hours     Miles     
 Transmission Condition:  Is operable  Needs repair  Is in unknown condition  
 Repairs Needed:   

**Interior:** Color   Cloth  Vinyl  Leather  
 Minor damage to:     
 Major damage to:     
 Radio: Brand     AM  AM/FM  AM/FM Cassette  AM/FM CD  
 AC  No AC Condition:  Cold  Unknown  Cruise Control  Steering  Seats

**Exterior:** Color Black Windows:  No cracked glass  Cracked     
 Minor  Dents  Scratches  Dings Tire Condition:  Low     Flat     
 Minor dents to:     
 Major damage to:     
 # Of Wheels    # Of Axles    # Of Tracks     
 Decals:  None  Have been sprayed  Have been removed  Impressions remain  No impressions  
 Other equipment: Description   

Senior Fleet Mechanic Signature:    Date: 10/24/2016

This Section to be Completed by Finance

Pictures: Disc    Views/ Picture #    #    #    #    #    #     
 Inventory ID    Asset Number   

**Reminder:** Do not close items on or surrounding a holiday, on Friday nights, or weekends. Stagger closing times by 5 minutes.

## Town of Spring Lake Equipment Inspection Form

This Section to be Completed by Department Head

Year 2010 Manufacturer Scott Model EI-320 Serial # EIC00834  
 Department FIRE Location of Asset Station  
 Hours/Mileage \_\_\_\_\_  
 Department Head Signature: [Signature] Date: 10/24/2016

This Section to be Completed by Fleet Maintenance

**Please fill in or check** Long Description: Core, glare shield, Front Boot, Shock Absorber & Cable tie Bad.  
 This Equipment  Starts  Starts with a boost  Is Operable  Is not operable  For Parts Only  
 Engine  L, V  Gas  Diesel engine  Hours \_\_\_\_\_  Miles \_\_\_\_\_  
 This vehicle was maintained every \_\_\_\_\_  Hours  
 Engine Condition:  Is operable  Needs repair  is in unknown condition  
 Repairs needed: \_\_\_\_\_

**Transmission**

Transmission:  Automatic  Manual \_\_\_\_\_ speed  Hours \_\_\_\_\_  Miles \_\_\_\_\_  
 Transmission Condition:  Is operable  Needs repair  Is in unknown condition  
 Repairs Needed: \_\_\_\_\_

**Interior:** Color Black  Cloth  Vinyl  Leather

Minor damage to: \_\_\_\_\_  
 Major damage to: \_\_\_\_\_  
 Radio: Brand \_\_\_\_\_  AM  AM/FM  AM/FM Cassette  AM/FM CD  
 AC  No AC Condition:  Cold  Unknown  Cruise Control  Steering  Seats

**Exterior:** Color \_\_\_\_\_ Windows:  No cracked glass  Cracked \_\_\_\_\_

Minor  Dents  Scratches  Dings Tire Condition:  Low \_\_\_\_\_  Flat \_\_\_\_\_  
 Minor dents to: \_\_\_\_\_  
 Major damage to: \_\_\_\_\_

# Of Wheels \_\_\_\_\_ # Of Axles \_\_\_\_\_ # Of Tracks \_\_\_\_\_  
 Decals:  None  Have been sprayed  Have been removed  Impressions remain  No impressions

Other equipment: Description \_\_\_\_\_

Senior Fleet Mechanic Signature: \_\_\_\_\_ Date: 10/24/2016

This Section to be Completed by Finance

Pictures: Disc \_\_\_\_\_ Views/ Picture # \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_  
 Inventory ID \_\_\_\_\_ Asset Number \_\_\_\_\_

**Reminder:** Do not close items on or surrounding a holiday, on Friday nights, or weekends. Stagger closing times by 5 minutes.



6701-C Northpark Blvd  
Charlotte, NC 28216

# Quote

Date: 10/6/2016  
 Quote #: QT1050718  
 Expires: 11/5/2016  
 Sales Rep: Booth, Theodore A  
 PO #: Steven Barker  
 Shipping Method: FedEx Ground

**Bill To**  
 MS CAROL  
 SPRING LAKE FIRE RESCUE ...  
 300 RUTH STREET  
 SPRING LAKE NC 28390

**Ship To**  
 MS CAROL  
 SPRING LAKE FIRE RESCUE DEPT  
 300 RUTH STREET  
 SPRING LAKE NC 28390

Item	Alt Item #	Units	Description	QTY	Unit Sales Pr.	Amount
GLPH- General labor			Repair SCOTT EAGLE 320 TIC. Replace the following Core, glare shield, front boot ring boot, shock absorber and cable tie	1	6,200.00	6,200.00

Estimate to repair SCOTT SAFETY, EAGLE 320 Thermal Imager Camera. This model is discontinued - New unit would cost \$7000.00

Subtotal	6,200.00
Shipping Cost (FedEx Ground)	0.00
Tax Total	434.00
<b>Total</b>	<b>\$6,634.00</b>

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



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- Home > Products > First Responder Products
- > First Responder Equipment and Suppli... > Thermal Imaging Cameras
- > Scott Safety™ Eagle™ Imager 320 Thermal Imaging Camera



## Scott Safety™ Eagle™ Imager 320 Thermal Imaging Camera

Ideal for fire fighter search-and-rescue applications and as a valuable infrared detector for a variety of law enforcement, security, hazmat, and industrial applications

\$10202.40 - \$12491.00

*Cost New*

### Specifications

Product Type	Thermal imaging camera
Display Type	LCD
For Use With (Application)	For fire fighter search and rescue applications and as a valuable infrared detector for a variety of law enforcement, security, hazmat and industrial applications

[View More Specs](#)

Feedback

Products 3		Description & Specifications				
Catalog Number	Mfr. No.	Includes	Model	Price	Quantity & Availability	
19-110-115	Scott Health & Safety 20074411	Multiposition handle, overhaul mode, TAC mode	Eagle Imager 320°C	Each for \$11,590.20		<a href="#">Add to Cart</a>

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