

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

October 26, 2015

MINUTES

7:08 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 Densie Lucas
Alderman Fredricka Sutherland

Others Present:

Tad Davis, Town Manager
Byron Blumenfeld, Director of Water Resources
John Kleinert, Director of Streets, Grounds and Sanitation

Tony Buzzard, Town Attorney
JC Combs, Interim Recreation Director
Rosa Henegan, Human Resources Officer

Paul Hoover, Director of Public Works
Claiburn Watson, Finance Director

T.J. McLamb, Fire Chief
Rhonda Webb, Town Clerk

2. Invocation

Mayor Pro Tem O'Garra gave a non-sectarian invocation.

3. Pledge of Allegiance

Mayor Rey led the meeting in the pledge of allegiance.

4. Additions or Deletions to Agenda

Alderman Sutherland made a motion to delete Item 10f from the agenda.

Action: The Board approved a motion to delete item 10f.

Motion by: Alderman Sutherland

Second by: Alderman Christian

Vote: Unanimous

5. Approval of Agenda

The Board approved the amended agenda.

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

Motion by: Alderman Sutherland

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 September 28, 2015 Regular Meeting
- b. Minutes of the October 6, 2015 Special Meeting

Action: The Board approved a motion to approve the consent items: Minutes for September 28, 2015 Regular Meeting and Minutes of the October 6, 2015 Special Meeting.

Motion by: Alderwoman Sutherland

Second by: Alderman Christian

Vote: Unanimous

7. Public Forum

No one spoke at the Public Forum.

8. Public Hearing

Mr. Johnny Scott announced the property under consideration is located on the southeast side of West Manchester Road and is a request to rezone from R10 Residential to C(P) Planned Commercial.

Action: The Board approved a motion to close the public hearing.

Motion by: Mayor Pro Tem 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 two.)

9. Presentation

a. Yard of the Month

Mayor Rey and Ms. Hash presented certificates to the Yard of the Month recipients who were in attendance. The following people won the award for October:

Melvin & Rolanda Fredrick, 408 Samuel Court

Bobby Knighton, 217 Duncan Road

Cesar Rodriguez, 137 Maranatha Circle

Jackie Whitley, 711 Regina Drive

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

b. Employee of the Quarter

Mayor Rey, Mr. Davis and Ms. Henegan presented certificates to the employees who were named Employee of the Quarter for the Third Quarter. They were:

Carrie DeGarmo – Administration

Torres Marsh – Fire

Brandyn Lyles – Police

Mike Eckert – Operations

Greg McNeil – Program

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

c. Finance Quarterly Update

Mr. Watson provided the Board with an update on the Town's financial status as of September 30, 2015. He provided a financial comparison analysis between last fiscal year and the current fiscal year's % spent or encumbered. The total of all funds was 22.68% last fiscal year at this time compared to 23.86% for this year. He stated we want to stay at 25% or less at this time in the fiscal year and we are in good shape. He also reported on revenues stating that the majority of revenues in the General Fund come from property taxes which are collected in November, December and early January. That means the numbers for the revenues will completely change. Currently it appears that we have less money than we are spending but that is because the revenues for General Fund will come in during the next several months. He stated the Water and Sewer Fund is doing very well this year compared to last year at this time. The Sanitation Fund is a fee based fund and the revenues will increase as fees are assessed. The Fleet Fund is an inter-fund type fund that other funds feed into and does not really have revenues outside of the other funds. The grand total year to date on revenues is 18.59%. Once property taxes are assessed the revenue picture will change. Mr. Watson also presented the Board with account balances for the three investment accounts. Last year at this time the balance was \$4,732,152.45 and this year we are at \$5,464,742.41.

Alderman Sutherland expressed a desire to have an itemized breakdown of each fund. Mayor Rey clarified that Alderman Sutherland is requesting, for example, on salaries she would like a list of all employees' salary and benefits. She wants the detail of what created the total number.

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

d. General Assembly Legislative Update

Mr. Watson provided the Board with information from the State's budget that will affect municipalities. He stated the State now has to create a website where the State's budgetary and spending data will be posted and will coordinate with counties, cities and local education agencies to facilitate the posting of their respective local budgetary and spending data. Powell Bill funding will now need to be used primarily for street resurfacing. Municipalities can now charge up to \$30 total for vehicle taxes effective July 2016. Sales tax will be charged on repair, maintenance and installation of tangible personal property effective July 2016.

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

e. Manager's Update

Mr. Davis reported the following:

- The 2% COLA was implemented as of October 23, 2015 and was retroactive to October 5, 2015 which was the beginning of a pay period.
- State audit is approximately 75% complete on the interviews.
- Annual internal audit is ongoing. Manager will meet with them next week for an update.
- Great job at the Fall Festival, we had more than 1,000 attendees and it was a great event.
- The Chamber's Fall Festival will be held on Main Street on Saturday, October 31, 2015 from noon until 6 p.m.
- NCDOT will hold a public forum to update citizens on the Bragg Boulevard roadway project on November 5, 2015 at FTCC Spring Lake Campus beginning at 6 p.m.

- Spring Lake's Veterans Day Memorial Ceremony is scheduled for November 11, 2015 at 10 a.m.

Alderman Sutherland thanked Mr. Davis for his updates and for attending Officer McCormick's mother's funeral.

Mayor Pro Tem asked everyone to give JC and the Recreation Department a round of applause for the great job done.

Alderman Christian echoed Mayor Pro Tem O'Garra's comments.

10. New Business

a. Case P15-50: Rezoning of .97+/- Acre from R10 Residential to C(P) Planned Commercial or to a More Restrictive Zoning District

Mr. Scott presented Case P15-50 to rezone .97 acres located on the southeast side of SR 1451 (W. Manchester Road) and southwest of NC Highway 87 (N. Bragg Boulevard). He stated there is a large amount of commercial property around the subject area. He stated the County Planning Department recommends approval.

Action: The Board approved a motion to approve Case P15-50.

Motion by: Alderman Christian

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the agenda memo and Cumberland County Planning & Inspections Department Action Memorandum and Site Profile is hereby incorporated by reference and made a part of these minutes – see attachment seven.)

b. Budget Amendment 2016.5, Parker Street

Mr. Watson presented Budget Amendment 2016.5 and stated it is to cover Task Order #3 for the redesign and relocation of a portion of Parker Street for \$14, 560. Alderman Sutherland inquired about what the term "without limitation" in the contract means and Mr. Buzzard stated there may be more required items in addition to the six listed. She also inquired about the stormwater adjustments that may be needed and asked what the Town will have to pay beyond the \$14, 560. Mr. Hoover stated they are referring to catch basins and re-routing of some storm pipes. He stated the budget amendment tonight is only for the engineering design work and bidding of the project. This is the only way we will know what additional funds will be required. Mr. Davis clarified that when the Marriott did a survey it was discovered that Parker Street was actually on their property and the Town must now move the street off of their property. He stated once the design work is done, staff will come back to the Board for approval of the funding of the actual project. Mr. Hoover stated he estimates the costs to be between \$100,000 and \$250,000 which is a very broad range.

Action: The Board approved a motion to approve Budget Amendment 2016.5.

Motion by: Alderman Lucas

Second by: Alderman Christian

Vote: Unanimous

(A copy of the agenda memo, Task Order #3 and Budget Amendment 2016.5 is hereby incorporated by reference and made a part of these minutes – see attachment eight.)

c. Budget Amendment 2016.6, Fire Department

Mr. Watson presented Budget Amendment 2016.6 to bring grant funds into the budget for future purchase of fire equipment. He advised the piggybacking portion of the memo is no longer valid and needs to be disregarded at this time. He is only asking the Board to approve the budget amendment. Chief McLamb advised once the new

equipment is in, we will surplus the old equipment and recoup some of the costs.

Action: The Board approved a motion to approve Budget Amendment 2016.6.
Motion by: Alderwoman Sutherland
Second by: Alderman Christian
Vote: Unanimous

(A copy of the agenda memo and Budget Amendment 2016.6 is hereby incorporated by reference and made a part of these minutes – see attachment nine.)

d. Ordinance (2015) 13, Amend Chapter 2, Section 127, Recreation Advisory Committee Membership, Liaison Terms of Service

Ms. Combs requested the Board approve Ordinance (2015) 13 to change the terms of service for the liaison members from three-year terms to a one-year term.

Alderman Christian thanked Ms. Combs and the Board for the support of this initiative.

Action: The Board approved a motion to approve Ordinance (2015) 13.
Motion by: Alderwoman Sutherland
Second by: Alderman Christian
Vote: Unanimous

(A copy of the agenda memo and Ordinance (2015) 13 is hereby incorporated by reference and made a part of these minutes – see attachment ten.)

e. Approval of Extension of Contract for Administrative Services and Technical Support

Mr. Davis requested the Board extend Mr. Wilkison's contract for 60 additional days to allow time for him to assist with the Manager's approved policies, a new employee handbook to replace the one that was approved in 1999 and the Emergency and Operations Plan.

Alderwoman Sutherland inquired about the number of hours Mr. Wilkison has spent. Mr. Davis advised approximately 50 hours for a total of \$2,500.

Action: The Board approved a motion to approve the extension.
Motion by: Mayor Pro Tem O'Garra
Second by: Alderman Christian
Vote: Unanimous

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

f. Approval of Policies

This item was deleted from the agenda.

g. Appointment to RLUAC

Mr. Buzzard advised he is currently serving as the Town's representative on the RLUAC Board. He has been asked to represent Harnett County and Lillington on this Board and requested that Spring Lake appoint Mr. Davis to take over the Spring Lake member position as well as the Cumberland County member.

Action: The Board approved a motion to appoint Mr. Davis as the representative to the RLUAC Board.

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 ~~thirteen.~~)

twelve plus

11. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 8:13 p.m.

Motion: Mayor Pro Tem O'Garra

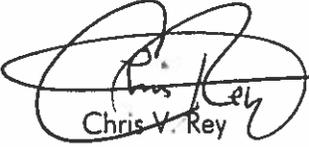
Second by: Alderwoman Lucas

Vote: Unanimous



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

ATTEST:


Chris V. Rey
Mayor