

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

June 13, 2011

**MINUTES**

7:08 p.m.

The Spring Lake Board of Aldermen held a special called meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Ethel T. Clark presiding.

**Board Members Present:** Alderman James Christian  
Alderman Richard Higgins  
Alderwoman Debora Hudson  
Alderwoman Fredricka Sutherland

Mayor Pro Tem James O'Garra was absent.

**Others Present:**

Tommy Burns, Town Manager  
Byron Blumenfeld, Water Resource Manager  
Troy McDuffie, Police Chief  
Steve Rosser, Interim Fire Chief  
Rhonda Webb, Town Clerk

John Jackson, Town Attorney  
Paul Hoover, Public Works Director  
Ken Metcalf, Recreation Director  
Tina West, HR Director

**Invocation.**

Mayor Clark gave the invocation.

**Pledge of Allegiance.**

Mayor Clark led the meeting in the pledge of allegiance.

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

**a. Approval of the FY 2011-2012 Budget Ordinance**

Mr. Burns advised that the Budget Ordinance in the packet is the most up to date. The amended Authorized Employee Positions should be incorporated into the Budget Ordinance for approval.

**Action:** The Board approved a motion to approve the budget for 2011-2012.

**Motion:** Alderwoman Sutherland

**Second by:** Alderman Higgins

**Vote:** Unanimous

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

**b. Preliminary Engineering on Wastewater Treatment Plant Rehabilitation Project**

Mr. Blumenfeld advised that he is before them to discuss the future of the Wastewater Treatment

Plant. He requested the Board's approval to fund the preliminary engineering report.

Mr. Goliber from Davis Martin Powell stated that the essence of the project is to bring up to date several pieces of equipment that are in dire need of upgrading. In August 2010 the Town submitted a grant request to the Clean Water State Revolving Fund but they were not selected for grant funding because the Town selected a principal forgiveness option on the grant application. In March 2011, the Town re-submitted the application and was approved for a low interest loan in April 2011. There is a deadline of July 1, 2011 to have a preliminary engineering report and environmental information document submitted to Clean Water State Revolving Fund. If the Town misses the deadline, it will forfeit the funding. By not funding this phase, the Town will be sending a strong message to the State that it is not interested in keeping its waste treatment plant running. He strongly encouraged the Town to undertake this project. At this time, the only thing that the Board will be committing to is the engineering report and environmental information documentation. There will be future milestones that must be met. The next milestone deadline is June 2012 to have final engineering documents to the State.

Mayor Clark inquired if the funding for the preliminary engineering report is in the current budget. Mr. Burns stated that funding is not in the budget, staff will have to reallocate some funds.

Alderwoman Sutherland inquired as to why staff waited until the last minute to bring this to the Board without the money being in the budget. Mr. Blumenfeld advised that funds for this portion of the project are available in this year's budget under the Water and Sewer Operations General Fund and will simply be moved from there to a Capital Improvement Program Budget Line. Funds for future milestones will have to be identified in next year's budget. Alderman Higgins requested clarification about which budget year the money is coming from and Mr. Hoover advised that the money is available in the current year's budget. A project budget will be presented to the Board at the June 27<sup>th</sup> meeting.

Mr. Burns advised that the one element that will make or break the Town's ability to grow is the Wastewater Treatment Plant. This project will be improving the standards of the plant.

**Action:** The Board approved a motion to approve the allocation for the funding of the preliminary engineering and environmental reports.

**Motion:** Alderman Higgins

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo and Clean Water State Revolving Fund Approval Letters hereby incorporated by reference and made a part of these minutes – see attachment three.)

**Alderwoman Hudson**

- Glad to see everyone and glad to be here.

**Alderman Christian**

- Want to clarify that the community standards initiative that I have requested is a quality of life issue. Citizens call me with issues and I tackle them one at a time but I want to be more

proactive in finding issues before citizens contact us. I want to raise the standard of living in our Town and let the residents know that we are addressing the concerns. I think this will build community trust and improve community pride. My goal is to target a neighborhood, go in with the Police, Zoning, Water and Street Departments and see what issues need to be addressed in the neighborhood. I would like to do this three or four times each year. He clarified that he wants Board participation and requested that we formulate a date to begin this initiative.

- Since we can not give employees a raise this year, maybe we can offer them a vacation day off or an employee appreciation bonus toward the end of the year.
- There is a bid opening on Wednesday for the Mendoza Park project.
- There is a public workshop for the NC corridor tomorrow at 6:30 p.m. at the Spring Lake Library and another one on June 21, 2011 at 6:30 p.m. at Spout Springs Church.
- The grand opening of the flea market is Saturday.
- I appreciate everyone coming out, please call me if you have questions.

**Alderwoman Sutherland**

- Mr. Christian said it all.
- Chief McDuffie has offered the Board to ride around so that is already in place.
- Thank you all for coming.
- I wish we would have had a full Board to approve this budget. For future reference, I would like for everyone to be in place.

**Alderman Higgins**

- Good to see my neighbors out here and good to see Mr. Pate.

**Mayor Clark**

- Mr. Christian mentioned us not giving employees a raise and I talked with our Manager and we want to look at our financial situation in December and possibly give a cost of living raise or increase the 401K by a percent. The issue is not dead and we will have a better handle on this by then.

**Mr. Burns**

- Thanked everyone for being patient.
- The budget is sound and I feel comfortable with it. In trying to address a staffing issue in the Fire Department, Chief Rosser and I believe we have a scenario to add an additional position to provide 4 full time employees on all three shifts. The details should be mapped out by the first meeting in July for a formal recommendation to the Board. He advised that the target date to have the Fire Chief's position filled by August 1, 2011.

**Mr. Jackson**

- I want to compliment Mr. Barefoot and Mr. Burns on one of the smoothest transitions I have seen since I have been with the Town and they did it at a very critical time for the Town. I know they both put in very long hours and I truly appreciate the effort they put in.
- I am happy to be here.

**Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 7:33 p.m.

**Motion:** Alderman Christian

**Second by:** Alderman Higgins

**Vote:** Unanimous



*Rhonda D. Webb*

Rhonda D. Webb  
Town Clerk

ATTEST:

*Ethel T. Clark*

Ethel T. Clark  
Mayor