

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

November 14, 2011

**MINUTES**

7:00 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 Ethel T. Clark presiding.

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

Alderwoman Debora Hudson resigned from the Board in October 2011.

**Others Present:**

Tommy Burns, Town Manager  
Paul Hoover, Public Works Director  
TJ McLamb, Fire Chief  
Tina West, HR Director  
Mayor-Elect Chris Rey

Byron Blumenfeld, Water Resource Manager  
Troy McDuffie, Police Chief  
Ken Metcalf, Recreation Director  
Rhonda Webb, Town Clerk  
Alderman-Elect Napoleon Hogans

John Jackson, Town Attorney

**2. Invocation**

Alderman Christian gave the invocation.

**3. Pledge of Allegiance**

Mayor Clark 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 Higgins

**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 October 10, 2011 Workshop
- b. Minutes of the October 10, 2011 Regular Meeting

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

**Motion by:** Alderwoman Sutherland

**Second by:** Alderman Christian

**Vote:** Unanimous

## **7. Public Forum**

Mr. Chris Bryant, 708 Fredia Court, spoke concerning the transit system. He stated that there are a lot of improvements that need to be made. They include: the bus route needs to be expanded into Harnett County, there is a need for more bus stops, the bus should start earlier, the break in the middle of the day is creating a hardship and he would like to see the Spring Lake bus honor FAST transfers.

## **8. Public Hearing**

### **a. Local Government Commission Application for Approving Financing Contract to Fund Town's Portion of Mendoza Park Project**

Mr. Coats advised that this public hearing was previously held but due to a mix up in the print date, the Town did not meet its 10-day notice and we must hold the public hearing again.

No one spoke for or against the grant.

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

**Motion by:** Alderwoman Higgins

**Second by:** Alderman Sutherland

**Vote:** Unanimous

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

## **9. New Business**

### **a. Resolution (2011) 27, Community Appearance Commission Charter Approval**

Ms. Webb presented the Community Appearance Commission's amended charter and requested that the Board approve it.

**Action:** The Board approved a motion to approve Resolution (2011) 27.

**Motion by:** Alderwoman Sutherland

**Second by:** Mayor Pro Tem O'Garra

**Vote:** Unanimous

(A copy of the agenda memo, Community Appearance Commission Charter showing changes and Resolution (2011) 27 is hereby incorporated by reference and made a part of these minutes – see attachment three.)

**b. Ordinance (2011) 13, Adopting and Enacting New Code Book**

Ms. Webb advised that the Code Book codification process was complete and the new code book is ready for adoption. She requested that the Board adopt Ordinance (2011) 13 adopting and enacting the new code book.

**Action:** The Board approved a motion to adopt Ordinance (2011) 13.

**Motion by:** Alderman Christian

**Second by:** Alderwoman Sutherland

**Vote:** Unanimous

(A copy of the agenda memo and Ordinance (2011) 13 is hereby incorporated by reference and made a part of these minutes – see attachment four.)

**c. Ordinance (2011) 14, Adopting Traffic and Parking Schedule**

Ms. Webb advised that the traffic and parking schedules were removed from the code book and were created in a separate document called the Town of Spring Lake Traffic and Parking Schedule. The Schedule contains the information that was removed from the code book and has the same effect as an Ordinance. Ms. Webb requested that the Board adopt Ordinance (2011) 14, adopting the Town of Spring Lake Traffic and Parking Schedule.

**Action:** The Board approved a motion to adopt Ordinance (2011) 14.

**Motion by:** Alderman Higgins

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo, Town of Spring Lake Traffic and Parking Schedule and Ordinance (2011) 14 is hereby incorporated by reference and made a part of these minutes – see attachment five.)

**d. Ordinance (2011) 15, Amending Chapter 10, Buildings and Building Regulations**

Ms. Webb advised that while preparing paperwork for the adoption of the new code book, it was discovered that an amendment adopted in 2006 was not in the new code book. Ms. Webb requested that the Board adopt Ordinance (2011) 15 to amend Chapter 10 to make it current and correct with amendments that were previously adopted.

**Action:** The Board approved a motion to adopt Ordinance (2011) 15.

**Motion by:** Alderwoman Sutherland

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo, Chapter 10 Buildings and Building Regulations showing changes and Ordinance (2011) 15 is hereby incorporated by reference and made a part of these minutes – see attachment six.)

**e. Ordinance (2011) 16, Amending Chapter 2-127, Recreation Advisory Committee**

Mr. Metcalf requested that the Board consider amending Chapter 2-127 to allow Recreation Advisory Committee members to serve an unlimited number of terms, pending Board of Aldermen approval.

Alderwoman Sutherland questioned how a new person who wanted to serve would get the opportunity to serve on the Board. It was clarified that people will no longer serve two automatic three-year terms but everyone will serve a three-year term and must apply for reappointment after each three-year term.

**Action:** The Board approved a motion to adopt Ordinance (2011) 16.

**Motion by:** Alderman Higgins

**Second by:** Alderwoman Sutherland

**Vote:** Unanimous

(A copy of the agenda memo, current Ordinance showing changes and Ordinance (2011) 16 is hereby incorporated by reference and made a part of these minutes – see attachment seven.)

**f. Appointment, Recreation Advisory Committee**

Mr. Metcalf requested that the Board re-appoint Mr. Derrickson and Mrs. Stephens to a three-year term expiring October 31, 2014; appoint Ms. Xadu to fill a vacant three-year, in-town term that will expire October 31, 2014; appoint Mr. Page to a three-year term as a regular in-town member to expire October 31, 2014; and appoint Mr. Currie as an alternate member for a three-year term expiring October 31, 2014.

**Action:** The Board approved a motion to follow Mr. Metcalf's recommendations.

**Motion by:** Alderwoman Sutherland

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo and applications for appoint from Mr. Currie, Mr. Derrickson, Mr. Page and Mrs. Stephens is hereby incorporated by reference and made a part of these minutes – see attachment eight.)

**g. Resolution (2011) 31, Amend Personnel Policy, Take Home Vehicle**

Ms. West requested that the Board approve the amendment to the personnel policy to allow the Assistant Fire Chief/Assistant Fire Marshall to drive a Town owned vehicle home.

**Action:** The Board approved a motion to approve Resolution (2011) 31.

**Motion by:** Alderman Higgins

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo, Article IV "Condition of Employment" Section 2 "Use of Town Property" showing changes and Resolution (2011) 31 is hereby incorporated by reference and made a part of these minutes – see attachment nine.)

**h. Ordinance (2011) 17, Amend Rate and Fee Schedule**

Mr. Coats advised that he had discovered a typographical error in the table listing the sewer rates. The Town has billed the rates properly according to what the Board approved; however, the Rate and Fee Schedule does not reflect the correct rates. He requested that the Board approve Ordinance (2011) 17 to correct the typographical error on the Rate and Fee Schedule.

Alderman Higgins and Alderwoman Sutherland both ensured that there will be no increase in the rates and Mr. Coats stated that it will not affect the rates, it is only a typo.

**Action:** The Board approved a motion to adopt Ordinance (2011) 17.

**Motion by:** Alderman Higgins

**Second by:** Alderman Christian

**Vote:** Unanimous

(A copy of the agenda memo and Ordinance (2011) 17 is hereby incorporated by reference and made a part of these minutes – see attachment ten.)

**i. Discussion, Pedestrian Sidewalk Crossing**

Alderwoman Sutherland expressed concern about pedestrian crossings being properly marked on the highways. She requested that the Town check on this. Mr. Burns stated that the areas she sited are DOT roadways and he will contact DOT about her concern.

**j. Discussion, Bus Schedule Changes**

Alderwoman Sutherland stated that the bus service appears to not be meeting the citizen's needs. She stated that she realizes the service is expensive but if it is not meeting the needs for times we may need to have a workshop or a public hearing to make sure the bus service is feasible for the Town as well as the citizens. She would like to move on this request to make sure the service continues and to make sure we are meeting the citizen's needs. Mr. Burns advised the Board that running the bus for an additional 4 hours per day would cost an additional \$61,152 per year. This would be added to the existing contract of \$122,800 per year. Alderman Higgins stated that he has no problem looking at the bus service but he expressed concerns about not paying for two years, improvements in the Fire Department and Recreation needs. He stated that we need to put everything in context and look at everything and prioritize everything. He also stated that we need a regional or county wide transit system.

Mayor Pro Tem O'Garra suggested that we include Dr. Jackson from FTCC in the conversations.

Mr. Burns stated that we have petitioned with USDA for Rural Character Exemption. He stated that may possibly open up some rural transit funding that is not currently available to us.

Alderman Christian stated that this is a topic for the planning retreat. He stated that this issue has been a big concern for a long time but is cost prohibitive at this time. It is something that is needed for the Town and we cannot just do away with it completely. This is not something that we will let fall by the wayside. Mayor Clark advised that the way Mr. Burns is approaching this issue is probably the best way to proceed. When we get our status changed, that will open us up to more funding.

**10. Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 7:51 p.m.

**Motion:** Alderman Higgins

**Second by:** Mayor Pro Tem O'Garra

**Vote:** Unanimous



*Rhonda D. Webb*

Rhonda D. Webb, MMC  
Town Clerk

ATTEST:

*Ethel T. Clark*

Ethel T. Clark  
Mayor