

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

October 10, 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 Debora Hudson  
Alderwoman Fredricka Sutherland

**Others Present:**

Tommy Burns, Town Manager	John Jackson, Town Attorney
Byron Blumenfeld, Water Resource Manager	Paul Hoover, Public Works Director
Troy McDuffie, Police Chief	TJ McLamb, Fire Chief
Ken Metcalf, Recreation Director	Tina West, HR Director
Rhonda Webb, Town Clerk	

**2. Invocation**

Mayor Pro Tem O'Garra gave the invocation.

**3. Pledge of Allegiance**

Mayor Clark led the meeting in the pledge of allegiance.

**4. Additions or Deletions to Agenda**

The Board was provided an amended agenda which contained the additions of item 8c. Manager's Update on Boil Water Advisory and item 9c Resolution (2011) 26, Designating the Town Manager the Authority to Settle the Claim Arising from September 16, 2011 Property Damage. Additionally Alderman Christian requested to add a Discussion to Create a Community Garden to the agenda. That item was added to the agenda as item 9d.

**Action:** The Board approved a motion to add a discussion to create a community garden to the agenda.

**Motion by:** Alderman Christian

**Second by:** Alderwoman Sutherland

**Vote:** Unanimous

**5. Approval of Agenda**

The Board approved the agenda as amended.

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

**Motion by:** Alderman Higgins

**Second by:** Alderwoman Hudson  
**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 26, 2011 Workshop
- b. Minutes of the September 26, 2011 Regular Meeting

**Action:** The Board approved a motion to approve the September 26 Workshop as well as the Regular Board Meeting on September 26th.

**Motion by:** Alderwoman Sutherland

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

**Vote:** Unanimous

#### **7. Public Forum**

Robert Cooper, 130 Deerfield Drive, thanked the Town for the improvement made to the policy regarding the collection of bills and cutting off of water service. He requested that the water bill be based on actual usage rather than a per thousand gallons basis. He believes that billing in this manner hurts customers. Mayor Clark requested that the Manager explain how the system works at the next Board Meeting. Mr. Cooper thanked the Town for providing a public forum.

#### **8. Presentation**

##### **a. Manager's Update on Lower Little River Interceptor Rehabilitation Project**

Mr. Burns provided an update and status report on the Lower Little River Interceptor Rehabilitation Project and advised that the Town received an Intent to Fund from the Clean Water Management Trust Fund for the Lower Little River Interceptor Rehabilitation Project which is a sewer project. The Lower Little River Interceptor is the main sewer line that transports the sewer to the plant. The project was initially designed and engineered during the stimulus funding. It was not funded at that time but later the Town authorized the re-submittal of the project. Upon the re-submittal, it was selected by the State for funding. The Town was given a 50% principal forgiveness loan. The Town received a grant for one-half of the costs of this project and the other half will be covered with a low interest loan. The total project cost is \$878,000, the principal forgiveness or grant portion is \$439,000 that the Town will be eligible for and the remaining \$439,000 will be financed through a low interest loan from the State Revolving Loan Fund.

Alderwoman Sutherland inquired about the rate of the loan and the term. Mr. Burns advised it would be approximately 3% but he did not know at this time about the term.

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

##### **b. Manager's Update on Boil Water Advisory**

Mr. Burns gave an update on the boil water advisory situation. He advised that the Town conducts tests weekly on the water system. We were advised that there was a potential source contamination or a lab problem. If the contamination levels had been at a dangerous level the

State would have required an immediate response but because it was not that serious, it only required retesting. We were able to shorten the process by finding a lab to retest at midnight. He advised that the Town used every resource available to us to get the word out to the citizens.

Alderman Christian stated that he appreciates all the work that staff did and requested that the public receive a full brief.

Alderwoman Sutherland inquired about where the incident happened. Mr. Burns advised that the sampling point occurred at a dead end line on Odell Road, a few feet from the end of the line. She also thanked staff for all that they do.

## **9. New Business**

### **a. Board to Consider October 24, 2011 Meeting Schedule**

Mayor Clark advised that she and Mayor Pro Tem O'Garra will attend the North Carolina League of Municipalities Annual Conference which begins on October 22, 2011. Since they will both be gone during the time the October 24, 2011 regular meeting is scheduled, she requested that the Board cancel that meeting.

**Action:** The Board approved a motion to cancel the October 24, 2011 Regular Meeting.

**Motion by:** Alderwoman Sutherland

**Second by:** Alderman Higgins

**Vote:** Unanimous

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

### **b. Board to Set Trick or Treat Hours**

Chief McDuffie requested that Spring Lake's Trick or Treat hours be set for 5:30 p.m. until 8:00 p.m. on Monday, October 31, 2011. He advised that he will have additional patrol units out that evening.

Alderwoman Sutherland expressed concern that last year she did not see patrol units in Woodland West and wanted to ensure that patrol units will be in that area this year.

**Action:** The Board approved a motion to set the Trick or Treat Hours for 5:30 p.m. until 8:00 p.m. in Spring Lake.

**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 four.)

### **c. Resolution (2011) 26, Designating the Town Manager the Authority to Settle the Claim Arising from September 16, 2011 Property Damage.**

Ms. West advised that on September 16<sup>th</sup> a Town vehicle was involved in an accident. To settle the claim the Town must execute a release and settlement of claim document in order to receive funds to repair the property damage. She requested that the Board approve Resolution (2011) 26

which accepts the settlement of the claim in the amount of \$3,598.64 and allows the Town Manager the authority to execute any and all documents relating to that claim.

**Action:** The Board approved a motion to adopt Resolution (2011) 26.

**Motion by:** Alderman Higgins

**Second by:** Alderwoman Sutherland

**Vote:** Unanimous

(A copy of the agenda memo and Resolution (2011) 24 is hereby incorporated by reference and made a part of these minutes – see attachment five.)

**d. Discussion on Creating a Community Garden.**

Alderman Christian stated that he has received many requests to look into creating a community garden. He requested that staff investigate what it would take to make this happen.

Alderwoman Sutherland stated that she would like to see the school kids get involved in this project.

**Action:** The Board approved a motion to direct staff to investigate creating a community garden.

**Motion by:** Alderman Christian

**Second by:** Alderman Higgins

**Vote:** Unanimous

**10. Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 7:25 p.m.

**Motion:** Alderwoman Sutherland

**Second by:** Alderman Christian

**Vote:** Unanimous

*Rhonda D. Webb*

Rhonda D. Webb, MMC  
Town Clerk

ATTEST:

*Ethel T. Clark*

Ethel T. Clark  
Mayor

