

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

**II. Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 8:39 p.m.

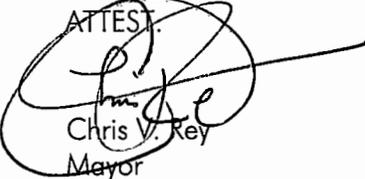
**Motion:** Alderwoman Lucas

**Second by:** Alderman O'Garra

**Vote:** Unanimous



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

ATTEST  
  
Chris V. Key  
Mayor