

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

April 9, 2018

MINUTES

7 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 Larry Dobbins presiding.

Board Members Present: Mayor Pro Tem O'Garra
Alderman James Christian
Alderwoman Soña Cooper
Alderwoman Jackie Jackson
Alderwoman Fredricka Sutherland

Others Present:
Daniel Gerald, Town Manager
Tom Cooney, Public Works Director
Rosa Henegan, HR Officer
T.J. McLamb, Fire Chief
Claiburn Watson, Finance Director
Tony Buzzard, Town Attorney
Tim Garner, Water Resources Director
Troy McDuffie, Chief of Police
Doris Snider, Senior Center Director
Rhonda D. Webb, Town Clerk

Mayor Dobbins stated today is the Town's Birthday and Spring Lake turned 67 years old today.

2. Invocation

Reverend Jeff Saffold gave the invocation.

3. Pledge of Allegiance

Mr. Henry Ponder led the meeting in the pledge of allegiance.

4. Additions or Deletions to Agenda

Presentation 8a was deleted from the agenda. Presentation 8c was requested to be deleted from the agenda but was defeated.

Action: A motion to delete item 8c was defeated.

Motion by: Mayor Pro Tem O'Garra

Second by: Alderwoman Cooper

Vote: 3-2

Yes

Mayor Pro Tem O'Garra

Alderwoman Cooper

No

Alderman Christian

Alderwoman Jackson

Alderwoman Sutherland

Action: The Board approved a motion to delete item 8a from the agenda.

Motion by: Mayor Pro Tem O'Garra

Second by: Alderwoman Jackson

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: Alderwoman Cooper

Second by: Alderwoman Jackson

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 March 20, 2018 Special Meeting
- b. Minutes of the March 26, 2018 Regular Meeting
- c. Proclamation, National Volunteer Appreciation Month

Action: The Board approved a motion to approve the consent items: Minutes of March 20, 2018 Special Meeting, Minutes of the March 26, 2018 Regular Meeting and National Volunteer Appreciation Month.

Motion by: Alderwoman Sutherland

Second by: Alderwoman Cooper

Vote: Unanimous

7. Public Forum

No one spoke at the Public Forum.

8. Presentation

a. FY 2016-2017 Annual Audit and Acceptance of Report

This item was deleted from the agenda.

b. Certificate of Appreciation, Kameo Events

Ms. Spencer was not able to attend the meeting.

c. Department's Monthly Report:

Human Resources

Ms. Henegan reported she submitted 4 worker's compensation claims to the League of Municipalities. She processed 10 invoices and created the pCard transaction sheet. She stated she conducted numerous background and reference checks as well as pre-employment screenings for both full and part-time employees for the Fire, Recreation, Revenue, Police and Fleet Departments. She prepared and submitted the Human Resources budget. She participated in the interview panel for the Revenue Department and processed 8 new hires. Additionally, she posted 3 job opening ads. She met with 4 people regarding employee benefits and wellness interest and attended the monthly safety meeting. She also did monthly filing and created a spread sheet to track training.

Public Works

Mr. Cooney reported that he will be out on Thursday and Friday to have surgery on his face to remove cancer

cells. He reported that he published a RFP for bids for the Splash Pad. He stated the bids closed today. He also received bids for the Town security system and video monitoring system for Town Hall and the Recreation Center. Much of his time is taken up with answering questions and dealing with contractors. The rest of the departments are functioning and running smooth.

Senior Center

Ms. Snider reported they delivered 57 meals to homes and are serving 28 meals at the Center, Monday through Friday. The Second Harvest Food Bank came to the Center last week and signed up 32 people for food commodity boxes. Applicants must be 60 years of age with proof of I.D. and must be low income. Someone living alone cannot exceed \$13,000 per year and a two-person home cannot exceed \$17,020 per year. Plans are being made for Second Harvest Food Bank to come to the Senior Center only monthly to provide these services. The Cumberland County Council on Older Adults gave 85 bags of a variety of fruits for the seniors. The Spring Lake Senior Center works closely with the local Senior Games (Cumberland, Harnett and Sampson Counties) and are accepting applications and exhibits for the Heritage, Visual and Literary Arts and the Silver Arts Showcase Talent Show. The Seniors saw a movie for Women's History Month entitled "The Immortal Life of Henrietta Lacks". They hold a monthly birthday party on the 2nd Friday of each month for everyone who has a birthday in that month. The Cumberland County Library System offers classes twice a month on pertinent computer and library topics. Two new members joined the Spring Lake Senior Enrichment Center Advisory Committee and Better Health of Cumberland County comes to the Senior Center on the 2nd Wednesday of each month to check weight, glucose levels and blood pressures.

Fire Department

Chief McLamb reported 7 car seats were installed in the month of March. They installed 8 smoke alarms throughout Town. A grant was received to purchase car seats. The Fire Department assisted the Police Department with the Medicine Drop at Walgreens. Numerous inspections were conducted, two plan reviews and two final inspections were done for certificate of occupancy. The Fire Operations responded to 155 calls for the month of March with 73 of those being fire related. Staff completed 974 hours of training including an active shooter training event. 366 fire hydrants were tested to collect flow data from the hydrants. He reported the color coding of the hydrants means that a red hydrant is less than 500 gallons, orange is 100 to 1,000 gallons, green is 1,000 to 1,500 and a blue hydrant is 1,500 gallons plus. The Fire Department has two vacancies.

Alderwoman Sutherland stated April is National Fire Hydrant Month. She stated she has been watching the testing and understands that they flush the hydrants to get the old water out and to make sure the hydrants are working properly. She thanked Chief McLamb for the work that they do for the Great Town of Spring Lake.

Alderwoman Jackson commended the Fire Department personnel for the way they handled a lady who fell in front of Teens Do Care and she observed that they were very professional, caring and very calming and she wanted to let Chief McLamb know that his department is doing a very, very good job.

Mayor Dobbins stated that anytime a family loses a loved one he would like to make an appearance and requested that the Fire and Police Department let him know so he can show them what this Town is and pay his respects on behalf of the Town.

Stormwater

Mr. Garner reported that 5 leaks (two mains and three service lines) were repaired during the month of March. They completed 6 sewer backup calls and completed their monthly testing which came back fine. They did 68

locate requests from 811. The Town purchased 27.8M gallons of water from PWC and Harnett County combined and the Wastewater Treatment Plant treated just under 30M gallons of water during the month of March. He reported that during the month of April, Stormwater will have a booth at the Spring Fling on April 14th and we will also hold our annual Household Hazardous Waste Cleanup in conjunction with the Spring Clean Up on April 21st.

Mayor Dobbins inquired about the beaver that caused the backup of water on Odell Road and Mr. Garner stated Fort Bragg Wildlife took care of it. Alderman Christian inquired how often we clean out the storm drains and Mr. Garner reported they try to get to them after every heavy rain.

Mayor Dobbins stated these reports could have been something that the Board read in the weekly reports but there were a ton of questions and he sees the validity and value of this exercise and it was not an exercise of futility because we are now more enlightened.

9. New Business

a. Budget Amendment 2018.5, Human Resources

Mr. Watson stated the Board of Aldermen members was given a modified memorandum regarding this item. He stated the Town would like to accept \$1,405 of the \$10,000 grant for the Human Resources area. \$780 for items and material for the Town's Health Fair and \$625 for Fitness Instruction or Equipment. This would leave \$8,595 that would be returned to the League.

Chief McLamb stated that he wanted to rescind the request for the Detox system and the PO for the other sauna so that it could be researched further and brought back at a later time. Alderwoman Jackson inquired why the Department Heads were not brought together to decide what items to apply for. Ms. Henegan reported the grant came through MedCost, our health care provider. She stated the Detox Sauna came up when the female from MedCost came to explain the wellness program to the employees and at that meeting Chief McLamb talked with her and asked numerous questions regarding how he could benefit his department or how the Town could benefit from this wellness grant. At that time, they discussed the Detox Sauna. The Detox Sauna is for all employees. She stated that she has the email that she received from Ms. Erwin from the League and she stated that was one reason why we were given the grant, because the Detox Sauna would benefit all employees. She stated we have to use that money for what we requested it for and that is for all employees. One of the stipulations she used was that it had to be for all employees. Ms. Henegan stated that she believes it was discussed differently than what she just advised at the last Board meeting but initially, it was the intention that this Sauna be used by all employees. She stated if we are not using that money for the sauna we will have to give the money back. Alderman Christian stated he personally would like to keep the grant money and believes the sauna would benefit everyone. Alderwoman Cooper stated that she would also like to see the Town keep the money but her issue was that the sauna was going to be kept in the Fire Department and would not be assessable to all employees or would require an appointment to use the sauna. She would like for it to be put somewhere where it would have more open access for all employees and everyone can use it. Chief McLamb stated that was his thought process for making his request tonight was so that more research could be done and a place more suited could be determined. He stated that yes, it would cost us out of pocket but we could come back with a plan that would suit everybody. Mayor Pro Tem O'Garra stated he does not want the money to go back and he would like to see the paperwork that says the money has to be used on a sauna. Ms. Henegan stated the reason it is for Town employees is because it comes from our health care provider and it is for employees who are covered under the health care plan. She stated after we use the money we have to show them that we used it for what we requested. Alderwoman Jackson stated that the lady

and the Chief had a conversation and he suggested the sauna and she said that would be fine but where were the other department heads and why did they not get the opportunity to speak with her about tell her what they thought would work well? Ms. Henegan stated that the Chief was the only person who approached Ms. Erwin and the grant was brought up in their conversation. She said no one else approached her. Alderwoman Jackson stated we do not need to let the money go back and asked Chief McLamb if he was contemplating buying two, one that would be for the Fire Department and one that would be for the other employees because of the safety net of it so maybe it the other Alderwomen and Aldermen agree we can go along that route. But, next time you start talking about Town employees, you need to bring the Department Heads in on it too because there may be something that they want to bring in for their departments. It should be fair across the board. Some of them may not be as proactive as the Chief is but that does not mean they don't have ideas. Mayor Pro Tem O'Garra inquired if the paperwork actually says where the grant must be used and Ms. Henegan stated it says grant money must be used for the services, supplies or equipment for which is was requested. They stated that for Spring Lake they actually made an exception to give more than the \$5,000, which is usually the max amount for one grant, because the \$8,595 Detox System would not only benefit your Fire Fighters but all of your employees since it was stated that all of them would have access to it. Although it has been proved that Fire Fighters do have higher incidents of cancer, other employees that work with any type of chemicals would also benefit from its use.

Alderwoman Sutherland inquired where it will be housed. Chief McLamb stated that there are several things that have to be determined like where it will be housed and who is going to clean it. The Board of Aldermen will determine the location for the sauna at a later date.

Mayor Pro Tem O'Garra inquired if there is still going to be a second box and Mr. Gerald stated yes, we will get one with the grant money and we will purchase a second one. Mayor Pro Tem O'Garra asked Chief McLamb if it was coming out of his budget and Chief McLamb stated yes.

Mr. Buzzard stated to make sure there are no issues will the second one be the same. He stated the reason he asked is that this one (the grant purchase) is earmarked for all employees and if the second one if different we may run into some issues. Chief McLamb asked if we could table it for tonight for the purposes of research? Mayor Dobbins stated we have a motion and a second and it's time to vote.

Action: The Board approved a motion to accept the total funds to be used in accordance with the grant.

Motion by: Alderwoman Jackson

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the Agenda Memo and Budget Amendment 2018.5 is hereby incorporated by reference and made a part of these minutes – see attachment two.)

b. Budget Amendment 2018.6, Water Department

Mr. Watson presented Budget Amendment 2018.6 to budget proceeds from the Wellons Water Company underbilling. The funds will be used to help cover cists/additional costs for the replacement of two hundred feet of sewer line between Bragg Boulevard and Main Street at First Baptist Church, for rehabilitation of three fire hydrants, for repair of parking lot and sidewalks at First Baptist Church and to cover additional needed repairs and maintenance of sewer lines through the end of the fiscal year.

Action: The Board approved a motion to approve Budget Amendment 2018.6.

Motion by: Alderwoman Sutherland

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the Agenda Memo and Budget Amendment 2018.6 is hereby incorporated by reference and made a part of these minutes – see attachment three.)

c. Appointments to Senior Center Enrichment Advisory Committee

Ms. Webb advised two applications were submitted for the two vacant positions on the Senior Center Enrichment Advisory Committee. Ms. Laura Chalmers and Ms. JoAnn Allen both submitted applications to serve on this committee. If appointed, the appointee would serve a three-year term expiring March 31, 2021. She requested the Board of Aldermen determine the appointment of Ms. Laura Chalmers and Ms. JoAnn Allen.

Action: The Board approved a motion to appoint Laura Chalmers and JoAnn Allen to the Senior Center Enrichment Advisory Committee for a three-year term expiring April 30, 2021.

Motion by: Alderwoman Cooper

Second by: Alderman Jackson

Vote: Unanimous

(A copy of the Agenda Memo and Applications for Appointment from Ms. Laura Chalmers and Ms. JoAnn Allen is hereby incorporated by reference and made a part of these minutes – see attachment four.)

10. The Last Word

Mayor Pro Tem O'Garra stated it is not even 8 p.m. and he would like to adjourn.

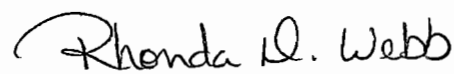
11. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 7:58 p.m.

Motion: Mayor Pro Tem O'Garra

Second by: Alderman Christian

Vote: Unanimous


Rhonda D. Webb, MMC, NCCMC
Town Clerk

ATTEST:


Larry Dobbins
Mayor