

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

January 22, 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
Alderman Soña Cooper
Alderman Jackie Jackson
Alderman Fredricka Sutherland

Others Present:

Daniel Gerald, Town Manager
Tom Cooney, Public Works Director
Rosa Henegan, HR Officer
Troy McDuffie, Chief of Police
Doris Snider, Senior Center Director
Rhonda D. Webb, Town Clerk

Tony Buzzard, Town Attorney
Jennifer Combs, Asst. Recreation Director
Sam Jones, Recreation Director
T.J. McLamb, Fire Chief
Claiburn Watson, Finance Director

2. Invocation

Alderman Jackson gave the invocation.

3. Pledge of Allegiance

Mayor Pro Tem 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: Alderman Cooper

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 January 2, 2018 Special Meeting
- b. Minutes of the January 8, 2018 Regular Meeting
- c. Bank Signature Card Resolution (2018) 1

Action: The Board approved a motion to approve the consent items: Minutes of January 2, 2018 Special Meeting, January 8, 2018 Regular Meeting and Bank Signature Card Resolution (2018) 1.

Motion by: Alderwoman Sutherland

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

7. Public Forum

Mr. Tony Burgess, 2400 Bunnlevel Erwin Road, Erwin, NC presented Mayor Dobbins with a Boxing Title Belt which Mayor Dobbins put on excitedly.

8. Presentation

a. Introduction of Delta Sigma Theta Sorority, Fort Bragg Area Alumnae Chapter

Ms. Tracey Morrison and Latrisia Sanders introduced the Delta Sigma Theta Sorority and provided the Board of Aldermen with an overview of services they can provide to the Spring Lake Community. They include promoting voter education awareness, poll site monitoring and voter registration drives. They also sponsored an emergency relief drive for Hurricane Matthew victims, CPR classes, through the Boys and Girls Club they hosted sessions for SMART Girls, focusing on bullying, health and fitness, suicide prevention, etiquette, photography, self-esteem, goal-setting, and spirituality/growth workshops on wheels and battle of the books event at Spring Lake schools.

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

b. Employee of the Quarter

Mayor Dobbins and Ms. Henegan presented certificates to the employees who were named Employee of the Quarter for the Fourth Quarter. They were:

Sandra Miehle – Administrative Support
Melvin Gaddis – Operation Support
Tonya Logan – Program Service Support
Firefighter Elder – Public Safety, Fire
Officer Taylor – Public Safety, Police

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

c. Quarterly Finance Update

Mr. Watson provided the Board of Aldermen with an overview of the Financial Comparison Analysis for each Fund. He stated the main revenues in the General Fund are property taxes, sales tax revenues, Powell Bill Funds, electricity sales tax. This update is through the end of December and property taxes are not due until January 5, 2018 so the next quarter will show that revenue. He stated we have collected 46.64% of our revenues through December. He stated the expenditures for the General Fund through December is \$3,674,346.43. In the Water and Sewer Fund the revenues come from water and sewer bill payments. Revenues through December are \$1,867,091.46 and expenditures are \$1,309,015.49. The revenue percentage is 53.30% which means we have collected more revenues than expenditures paid out. In the Stormwater Fund we have collected \$165,041.44 compared to \$61,474.88 expenditures. In the Sanitation Fund the revenues are \$397,442.98 compared to expenditures totaling \$285,274.79. The Fleet Fund is an internal service fund and that is why you will not see revenues for this Fund because the other Funds pay for this Fund. We have spent \$105,974.76 from this Fund. He also stated at the end of last fiscal year we paid off approximately \$803,000 worth of debt. The total revenues for all the Funds are \$6,169,750.11 and the total expenditures for all the Funds are \$5,436,086.45.

Mayor Pro Tem O'Garra inquired where the General Fund Balance is and Mr. Watson stated we are at 31%.

Mr. Watson reviewed the Investment report. The difference between last year and this year is where we paid that debt last year. We have received more money than we did last year because the yield rate is higher this year and is still trending upward.

The Summary of Purchasing Card Use by Month for September, October and November of 2017 shows the card use is down. Last year during, the same timeframe, the total PCard use was \$29,633.51 compared to \$16,335.41 for this year.

Alderwoman Sutherland stated that the breakdown is showing the place where the purchase was made but not the items purchased. Mr. Watson advised each month the Mayor, Town Manager, Finance Director and PCard Administrator meets and reviews all PCard purchases. Alderwoman Sutherland also inquired if the PCard log sheet shows what was purchased and Mr. Watson stated it does. Mayor Dobbins requested that Mr. Watson try to put more information on the breakdown sheet.

Alderwoman Jackson inquired if we have actual receipts for what the items were spent on and Mr. Watson stated we do.

Mayor Dobbins stated this is a very important process and he is happy to see so many people in the audience who care.

(A copy of the Agenda Memo and Quarterly Finance Update PowerPoint is hereby incorporated by reference and made a part of these minutes – see attachment three.)

9. New Business

a. Recreation Advisory Committee Appointment

Mr. Jones requested the Board of Aldermen to appoint Mr. Domonick Weaver to the Recreation Advisory Committee for a three-year term expiring January 31, 2021.

Action: The Board approved a motion to receive the application and appoint Mr. Domonick Weaver to the Recreation Advisory Committee for a three-year term expiring January 31, 2021.

Motion by: Alderwoman Jackson

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the Agenda Memo and Application for Appointment from Mr. Domonick Weaver is hereby incorporated by reference and made a part of these minutes – see attachment two.)

b. Firefighter Assistance Grant Application Approval

Chief McLamb stated he needs the Board's approval to apply for the 2017 Assistance to Firefighters Grant. They want to apply for the grant to replace their mobile and portable radios. The radios they have now will no longer be able to be repaired after 2019. The total grant is for \$288,078 and the Town will have to provide a 5% match of \$14,403. The grant will be awarded in the fall and funds would be included in the 2019 – 2020 fiscal year.

Action: The Board approved a motion to approve the Chief's request to apply for the grant.

Motion by: Alderwoman Cooper

Second by: Alderwoman Jackson

Vote: Unanimous

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

c. Resolution (2018) 2, Surplus Property

Mr. Cooney requested approval of a Resolution to declare the old water meters surplus property. He stated we have two vendors who are interested in paying the Town between \$4.50 and \$5.50 per residential meter and a higher amount for commercial meters. He stated this price is probably double the amount we could get if we sold it as scrap. He stated he would like to declare the meters surplus and go into the bid process to get rid of them. He stated we have between 300 and 500, no one knows for sure because they are just placed in a large pile when they are taken out of service. He stated they will be counted at the time of sale. Mayor Pro Tem O'Garra inquired about how much we could get for them weight wise and Mr. Cooney advised it is not weight but per meter and they are brass and the scrap value for brass is very little. He stated the Board has approved two disposals by sale in the past and it was almost triple the value. He stated we will either do a bid process or put them on Govdeals. He also stated these companies clean and rebuild the meters and put them in service in other Countries. Alderwoman Sutherland requested to know who the vendors are and Mr. Cooney stated he has them in his office and can provide them to her but they are not public record yet. He stated they will be public record once they accept bids. Alderwoman Sutherland requested that in the future we keep track of the meters when they are taken out of service so we can have a good accountability.

Action: The Board approved a motion to approve Resolution (2018) 2.

Motion by: Alderwoman Jackson

Second by: Mayor Pro Tem O'Garra

Vote: 4-1

Yes

Mayor Pro Tem O'Garra
Alderman Christian
Alderwoman Cooper
Alderwoman Jackson

No

Alderwoman Sutherland

(A copy of the Agenda Memo and Resolution (2018) 2 is hereby incorporated by reference and made a part of these minutes – see attachment four.)

d. Ordinance (2018) 1, Road Closure for Dr. Seuss Parade

Mr. Cooney requested approval of an Ordinance to close Poe Avenue and Main Street for the Dr. Seuss Parade. He stated that NCDOT must give permission to close a roadway that they maintain. The also suggested that for recurring events that require road closure, the Board of Aldermen pass an Ordinance authorizing the road closure and that will allow the Town to close the road without having to obtain authorization from NCDOT every year.

Alderwoman Cooper stated there were some businesses that expressed concern that the parade kept people from getting to their business last year and that they were not informed about the parade. Mr. Cooney stated we were overwhelmed last year but staff will make every effort to ensure no business is adversely impacted.

Action: The Board approved a motion to approve Ordinance (2018) 1.

Motion by: Alderwoman Sutherland

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

(A copy of the Agenda Memo and Ordinance (2018) 1 is hereby incorporated by reference and made a part of these minutes – see attachment four.)

d. Oath of Office, Town Manager

Mayor Dobbins administered the Oath of Office to the new Town Manager, Mr. Daniel Gerald.

(A copy of the Agenda Memo and Oath of Office is hereby incorporated by reference and made a part of these minutes – see attachment four.)

10. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 8:08 p.m.

Motion: Mayor Pro Tem O'Garra

Second by: Alderwoman Cooper

Vote: Unanimous



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

ATTEST:

Larry Dobbins
Larry Dobbins
Mayor