

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

May 29, 2018

MINUTES

5 p.m.

The Spring Lake Board of Aldermen held a special meeting in the Grady Howard Conference Room of the Municipal Complex with Mayor Larry Dobbins presiding.

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

Others Present:

Daniel Gerald, Town Manager
Tom Cooney, Public Works Director
Claiburn Watson, Finance Director
John Kleinert, Director of Streets, Grounds and Sanitation
Chief McLamb, Fire Chief
Jay Graves, Recreation Director
Chief McDuffie, Police Chief
Rhonda Webb, Town Clerk

1. Call Meeting to Order

Mayor Dobbins called the meeting to order.

(A copy of the special meeting notice is hereby incorporated by reference and made a part of these minutes – see attachment one.)

2. Invocation

Alderwoman Cooper gave the invocation.

3. Pledge of Allegiance

Mayor Pro Tem O'Garra led the meeting in the pledge of allegiance.

Addition to the Agenda and Approval of Agenda

The Board approved a motion to add as item 7a, Discussion of Application Process for Town Attorney.

Action: The Board approved a motion to add Discussion of Application Process for Town Attorney as item 7a.

Motion by: Mayor Pro Tem O'Garra

Second by: Alderwoman Jackson

Vote: Unanimous

4. Splash Pad Update

Mr. Gerald stated that if we begin construction on the splash pad now, it will not be completed by the end of the summer. He stated we plan to move forward by encumbering the money so that we can pay for the splash pad this year and do the construction in time for next year.

5. Review of Proposed Appendix A, Position Classification Plan

6. Review of Proposed Appendix B, Authorized Employee Positions

Mr. Gerald stated changes are noted in red text. Deletions are red strikethrough text and additions are red underlined text.

Alderman Christian stated that he would like to see the Clerk and HR duties separated. Would like to keep the HR position and the IT position. He stated the Town Clerk is a position that we hire and when the time comes for Ms. Webb to retire, the person filling that position would be expected to do HR duties and he does not believe that is reasonable. He wants to have a qualified person to do HR. He is not saying that Ms. Webb is not qualified because she certainly is but he would like to see it separated from the Town Clerk position. He would like to keep the HR position as well as the IT Tech position. With given how things have happened the last year and people being able to get in touch with the Town through social media, he believes that position is very, very important. The person holding that position did a very good job yesterday at the Memorial Day Ceremony and she has done a great job with the other ceremonies and given that this person has put so much time in the Town, I don't want to see that position go away. He stated that position needs to be held by a separate person to handle all IT issues that come up and if that person needs more training we should be able to provide them with that training. Mayor Dobbins reminded the Board that we must not speak in terms of people but should speak only about positions. Mr. Buzzard agreed that caution should be used if names are used.

Mayor Pro Tem O'Garra stated the Manager was hired to run the Town and to hire and fire as he sees fit. The Manager was tasked by the Board to take care of a \$450,000 deficit and we did not tell him how to do it, just to get it done. He stated he feels just like Mr. Christian does but it is not his place to tell him what to do.

Alderwoman Cooper stated that she has concerns with losing the IT position, especially with the delicate position we are in right now are far as the media attention and the attention that has come to light with the situation with Garden Grove. She stated we need someone who is strong in the social media field to put positive things out there. A good job is being done and if someone can assure me that we will continue to perform at that level I would be more comfortable but right now I really think we need that position and we need continuity in that position. She stated she is also concerned with any type of liability we might be coming into by not having some type or position or contracted person to handle sensitive matters. She stated her other concern is that she did not see any funding for the Chamber of Commerce and she feels that not funding the Chamber when this is something that supports our businesses in Town who are big supporters of anything we do would be a slap in the face and would be a disservice to them because a lot of those people who work with the Chamber work on a volunteer basis, they are not paid.

Alderwoman Sutherland stated she concurs with Mayor Pro Tem O'Garra on the fact that the Town Manager is

the person who is tasked to organize the Town. Mr. Gerald has discussed with the Board how we planned on moving the Town forward. The water issue at Garden Grove is a County issue. She stated that we need a long-term fix for our fellow neighbors and we are working with the County to do what we can. With the positions, we directed Mr. Gerald to do a job and we are going to move forward with a budget.

Mayor Pro Tem O'Garra stated as far as the Chamber goes the Mayor and Manager are working with the Chamber. He stated the money that we have been giving to the Chamber was for economic development and it is pretty well known that we do not have it in the budget this time. He stated we hired this man to do a job and he has been informing us well in advance what he was planning to do.

Alderman Christian stated as Board Members we authorize these positions. He stated he is not telling Mr. Gerald who to hire or fire specifically, but we authorize these positions. He stated he cannot support a budget that doesn't authorize HR, IT Tech and funding to the Chamber. He stated he believes HR is a very, very, very important position and the IT Tech is a very important position. He stated we as a Board authorize those positions and we need to keep them and he cannot support anybody who will not keep them or anybody who doesn't support the Chamber. The Chamber needs to stay active and even if we don't support them at the level we did before, they need to be funded this year and we need to keep them in Town Hall.

Mr. Gerald stated that he met with two Chamber members today and explained what the Town is trying to do and they were all for what we are proposing. They are just wanting to have input on how the Economic Development position operates. He stated that if Council will step back and have additional conversations you will see. He also stated he will be happy to share the full details of his conversation. He stated as far as IT, we can do that position cheaper. Currently that position costs the Town approximately \$55,000 and we can get the same work done for approximately \$1,500 per month. When you look at the budget we are in, these are the decision that we have to make. As far as HR goes, we are a thriving Town and a growing Town and he would like to have a separate HR but this is where we are. If we can bring those businesses back we can have a separate HR position but because of where we are now, this is why he made the decision he did.

7. Review of Proposed FY 2018-2019 Rate and Fee Schedule

Mr. Gerald explained the proposed changes to the Rate and Fee Schedule. The Board noted some items that seem to be out of date or unnecessary. The Board decided to review the Rate and Fee Schedule and bring back changes that they feel needs to be made. It was also discussed that the Ordinances governing the rates and fees may need to be changed.

The Board asked where we stand on the tennis courts, will there be fees or will that come later?

7a. Discussion of Application Process for Town Attorney

Mayor Dobbins requested the Board to meet on May 31st at 10 a.m. to discuss the Town Attorney positions. It was later determined that this date and time did not meet the 48-hour notice and the meeting was changed to June 1, 2018.

8. Public Hearing, proposed FY 2018-2019 Budget

Mayor Dobbins opened the Public Hearing. Two people spoke about the budget.

Mark Erskine, 304 Elaine Street, expressed concerns about the IT position and the HR position. He stated we live in an IT world and that is a necessary position for the Town. He stated Human Resources as he knows it investigates if something is done wrong and he doesn't believe one person will have time to do that and their job.

Eric Nilsen, inquired about the Beer and Wine Licenses and asked about the purpose of that section. Mr. Gerald explained that these are licenses that used to be in the Rate and Fee Schedule and when the State did away with Privilege License for municipalities these items were mistakenly deleted. They are authorized by General Statute and are just being added back since they were deleted in error. It is listed under Water and Sewer Finance because that when the revenues come in they are going through the Water and Sewer Revenue Collections. He also asked if the IT position eliminated, who will take up those duties. Mr. Gerald stated the Town would contract with a veteran who is a Chamber business member. The Town would still control what is posted but we would contract with someone to do the actual posting and updating of information. He also asked about not having someone who organizes Town events, who will handle that task and Mr. Gerald stated events will be handled through the Recreation Program Coordinator and the HR duties will be handled through the Clerk's office which is how it used to be done here.

Action: The Board approved a motion to close the Public Hearing.

Motion: Mayor Pro Tem O'Garra

Second by: Alderwoman Cooper

Vote: Unanimous

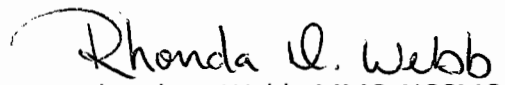
9. Adjournment

Action: There being no further business to come before the Board, the meeting was adjourned at 5:46 p.m.

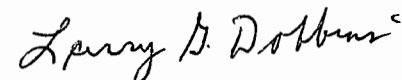
Motion: Alderwoman Cooper

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous


Rhonda D. Webb, MMC, NCCMC
Town Clerk

ATTEST:


Larry G. Dobbins
Mayor