

Town of Spring Lake

BOARD OF ALDERMEN

Robyn Chadwick, Mayor Pro tem
Soña L. Cooper, Alderwoman
Marvin Lackman, Alderman
Raul Palacios, Alderman
Adrian Thompson, Alderwoman



CHARTERED IN 1951

OFFICE OF THE MAYOR

Kia Anthony, Mayor

ADMINISTRATION

Jason Williams, Acting Town Manager
Patricia Hickmon, Interim Town Clerk
Michael R. Porter, Town Attorney

Board of Aldermen Work Session Meeting Agenda Monday, October 24, 2022 6:00 PM Grady Howard Conference Room

**The public may view the live Board of Aldermen Meeting on the Town's YouTube Channel:
www.townofspringlake.com**

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE

3. ADDITIONS AND DELETIONS

4. APPROVAL OF AGENDA

5. APPROVAL OF CONSENT ITEMS

- a. Draft Minutes of the August 22, 2022, Regular Meeting
- b. Draft Minutes of the September 26, 2022, Work Session Meeting
- c. Draft Minutes of the October 10, 2022, Regular Meeting
- d. Draft Minutes of the October 17, 2022, Special Meeting
- e. Application Board of Adjustment- Ar'Triel A. Kirchner

6. PUBLIC COMMENT (Limit 3 minutes per speaker)

7. NEW BUSINESS

- a. August Monthly Finance Report- Mr. David Erwin, Local Government Commission
- b. Mayor's Report- Honorable Kia Anthony, Mayor
- c. Board of Aldermen Report – Spring Lake Board of Aldermen
- e. Town Attorney Report- Michael Porter, Town Attorney

8. CLOSED SESSION

- a. Pursuant to N.C.G.S. § 143-318.11(a)(6)- Personnel

b. N.C.G.S. §143-318.11(a)(3) – Attorney-Client Privilege

9. ADJOURNMENT

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

August 22, 2022

MINUTES

6:00 p.m.

The Spring Lake Board of Aldermen held a regular meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Robyn Chadwick
Alderwoman Soña Cooper
Alderman Marvin Lackman
Alderman Raul Palacios
Alderwoman Adrian Thompson

Others Present:

Joe Durham, Interim Town Manager
Banard Lemon, Audio Visual Coordinator
Dysoaneik Spellman, Police Chief
Tim Garner, Director of Water Treatment Plant
Patricia Hickmon, Inspection Clerk
Addie Corder, Cumberland County Comprehensive Planner
Anastasia Nelson, Cumberland County Comprehensive Planner

1. Call to order

Mayor Anthony declared a quorum and called the meeting to order.

2. Invocation and Pledge of Allegiance

Spring Lake Police Chief Dysoaneik Spellman gave the invocation and led the Pledge of Allegiance.

3. Additions or Deletions

Alderman Palacios requested that the agenda be amended to add the item New Business (b.) Appointment of Interim Town Clerk - Patricia Hickmon.

4. Approval of Agenda

Action: Approval of the August 22, 2022, Board of Aldermen Regular Meeting agenda with amended additions.

Motion by: Alderman Palacios

Second by: Alderwoman Cooper

Vote: Unanimous

5. Approval of Consent Items

Action: Approval of the draft minutes of July 25, 2022, Board of Aldermen Regular Meeting, draft minutes of August 8, 2022 Board of Aldermen Work Session Meeting, and Case #DEV -0189-22/BOA-2022-0020 (SUP), Sandhills Spring Lake Civic Center/Farmer's Market-Site Plan

Motion by: Alderwoman Cooper

Second by: Mayor Pro Tem Chadwick

Vote: Unanimous

6. Public Comment

Ms. Llana Sheppard and Mr. Carl Pringle founders of Maurya's Maximus Foundation. Ms. Sheppard stated their ideas for starting a community program at the Spring Lake Recreation Center to provide classes, resources, food aid, and grant opportunities.

7. Presentation

a. Economic Development & Departmental Update – Patricia Hickmon, Inspections Clerk

Mrs. Patricia Hickmon presented a presentation on the recent Spring Lake's Economic Development activities and a Departmental Update. Alderwoman Cooper asked about a local Zoning Sign on Chapel Hill Road. Mrs. Hickmon responded that this is for the Land Use Plan for tonight's meeting. Alderwoman Cooper asked about its utilization. Mrs. Hickmon replied that things are still unsure until the Town receives the packet from Cumberland County Planning. Alderwoman Cooper asked about the date of the new Dunkin' Donuts. Mrs. Hickmon replied I don't know, but the cost of renovation is only \$700,000.00 to an existing building, made around six months. Alderwoman Cooper asked about the Elizabeth's Pizza building. Mrs. Hickmon responded that they're looking forward to an update from our Code and Nuisance Enforcement Officer next month. Mayor Anthony thanked Mrs. Hickmon for the informative information, and the Town is super excited that we are bringing in new businesses.

8. Public Hearing

Proposed Spring Lake Area Land Use Plan

Mayor Anthony declared the opening of the Public Hearing. Mayor Anthony asked if anyone would speak for or against the Land Use Plan. Mayor Anthony asked three times if anyone wanted to speak for or against the Land Use Plan. No one spoke for or against the Land Use Plan. Mayor Anthony closed the Public Hearing for the Proposed Spring Lake Area Land Use Plan.

9. New Business

a. Consideration of Approval of Spring Lake Area Land Use Plan – Anastasia Nelson / Addie Corder

Ms. Addie Corder stated she was excited to be here today from the Cumberland County Comprehensive Planning Section to be presenting the Proposed Spring Lake Area Visioning the Future A Land Use Plan. Ms. Corder explained while developing the plan, they wanted to capture the community vision and goals for this area and that they wanted to create a destination and not a drive-thru here in Spring Lake. Ms. Corder explained that the drafted goals around five major themes, including housing, community activities, a sense of place, economic development, and Main Street. Ms. Corder stated on population demographic, housing demographics, and economic development & labor demographics. Ms. Corder provided feedback from the Public Engagement meetings. Ms. Corder explained the 2022 Future Land Use Map with the land use classifications. Alderwoman Thompson stated that the Town's website is a good place for anyone to see a draft copy. Ms. Corder replied that googling Spring Lake Area Land Use Plan should be a good way to find the document, and she is working with Mrs. Hickmon to place it on the Town of Spring Lake's website. Alderwoman Cooper asked if there was a specific map to show the municipal influence area. Ms. Corder responded that page seven or eight in the draft is where the area is located. Alderwoman Cooper asked about accessory dwelling units and if they're permissible. Ms. Corder replied depending on the area, but for the most part, they don't see many coming through. Alderwoman Cooper asked if it could be added. Ms. Corder stated yes, that can be something they can look into. Alderwoman Cooper asked if there was an ability to convert a single-family home into a triplex, duplex, or something similar. Ms. Corder answered there have been recommendations to increase medium density in some areas. Alderman Lackman stated that he appreciated all the work that went into the Land Use Plan, and he thanked the citizens for coming out and providing their input and being a part of this plan to shape Spring Lake. Ms. Corder explained that their goal was to have a document that is a one-stop shop moving forward to have a foundation for future projects in Spring Lake. In the Appendix, you will see recommendations from past plans and added recommendations. Alderman Palacios thanked Cumberland County Planning, the Steering Committee that always makes themselves available, and the citizens. Alderman Palacios asked if current zonings would be grandfathered in. Ms. Anastasia Nelson replied yes. Alderman Palacios asked if the flex use will still be confined to a certain amount of zoning. Ms. Corder explained that they make recommendations for land use classifications which is a larger umbrella. Your zoning classifications are the smaller umbrella under that, so this won't have any immediate impact and will not change any of the existing zoning in the area. Alderman Palacios thanked staff for inputting grants and funding resources into the Land Use Plan.

Action: Approval of the Proposed Spring Lake Area Land Use Plan

Motion: Mayor Pro Tem Chadwick

Second by: Alderwoman Cooper

Vote: Unanimous

Mayor Anthony thanked County staff for the work that was put into this plan and looks forward to working with the Board, Town, and staff to implement a valuable document.

b. Appointment of Interim Town Clerk - Patricia Hickmon

Alderman Palacios explained that the Town had a vacant Town Clerk position and thanks to the Interim Town Manager asking for help among the current staff to help temporarily and I agree that it is time to appoint somebody to that position, so we can get some of the much-needed duties and responsibilities completed to move the Town forward.

Action: Approval of the appointment of Interim Town Clerk - Patricia Hickmon

Motion: Alderman Palacios

Second by: Alderwoman Cooper

Vote: Unanimous

Mrs. Hickmon thanked the Mayor and the Board for her new position.

10. Adjournment

Action: There being no further business to come before the Board, the meeting was adjourned at 6:50 p.m.

Motion: Alderwoman Thompson

Second by: Mayor Pro Tem Chadwick

Vote: Unanimous

Kia Anthony
Mayor

ATTEST:

Patricia Hickmon
Interim Town Clerk

Town of Spring Lake
Work Session of the Board of Aldermen
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

September 26, 2022

MINUTES

6:00 p.m.

The Spring Lake Board of Aldermen held a work session meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Robyn Chadwick
Alderwoman Soñia Cooper
Alderman Marvin Lackman
Alderman Raul Palacios
Alderwoman Adrian Thompson

Others Present:

Joe Durham, Interim Town Manager
Michael Porter, Town Attorney
Patricia Hickmon, Interim Town Clerk
Banard Lemon, Audio Visual Coordinator
Jason Williams, Fire Chief
Dysoaneik Spellman, Police Chief
Tim Garner, Director of Water Treatment Plant
Liana Sheppard, Uncle Carl's Safe Space
Carl Pringle, Uncle Carl's Safe Space

1. Call to order

Mayor Anthony declared a quorum and called the meeting to order.

2. Invocation and Pledge of Allegiance

Pastor Steve England gave the invocation and led the Pledge of Allegiance.

3. Additions or Deletions

Alderwoman Cooper requested to remove Consent Items a. through g. draft minutes due to updates and corrections.

Motion: Alderwoman Cooper

Second by: Alderman Palacios

Vote: Unanimous

4. Approval of Agenda

Action: Approval of the September 26, 2022, Board of Aldermen Work Session agenda with amended deletions.

Motion by: Alderman Palacios
Second by: Alderwoman Thompson
Vote: Unanimous

5. Approval of Consent Items

Action: No action was taken on Consent Item h. Application Military Veterans Advisory Committee- Armand J. Caron. The Consent Item will be added to the next agenda.

6. Public Comment

Sergeant McCormick stated he was with the Spring Lake Police Department to give an update on the Special Olympics since he is the Special Olympics coordinator for the Town of Spring Lake. Sergeant McCormick held up a Special Olympics t-shirt and explained that the Town of Spring Lake name would be on the shirt next year. Sergeant McCormick stated it takes \$7,000.00 at least to get our name on the back of the t-shirt. Sergeant McCormick mentioned that currently, the Town would be in the twenty-first position next year on the back of the shirt. We have collected \$9,000 and we are pushing for \$10,000. Sergeant McCormick stated on the first Friday of October, they will be at Walmart at 670 Lillington Highway., Spring Lake.

Mr. Nathaniel Fitch Sr., 735 Goodyear Drive, Spring Lake, stated he was here to talk about the community and youth. Mr. Fitch invited everyone to attend his fundraiser, which will be held in St. Pauls on October 15, 2022. Doors open at 4:00 pm at the National Guard Armory. Mr. Fitch explained that this fundraiser helps kids by taking them on excursions. Mr. Fitch provided examples of the types of excursions he takes the kids on. Mr. Fitch expressed concern about his safety due to shootings the last two Saturdays on Goodyear Drive. He would like to know how to start the Community Watches back up in the neighborhoods.

Mr. Eduardo Rames, 742 Goodyear Drive, Spring Lake, stated concerns about speeding around the neighborhood, and for the last two weeks, they have heard guns shots. Mr. Rames stated he was concerned about a Mobile Home Park off Odell Road where they are putting tracks at the corner, making the neighborhood look bad.

7. Presentation

a. Recognition of Appreciation, Courtyard by Marriott

Mayor Anthony presented a certificate of Recognition of Appreciation to Courtyard by Marriott, sponsoring their conference room for several hours to have the Board of Aldermen Retreat meeting that was held on September 17, 2022.

b. Recognition of Appreciation, Jersey Mike's Subs

Mayor Anthony presented a certificate of Recognition of Appreciation to Jersey Mike's Subs for sponsoring lunch at the Board of Aldermen Retreat meeting held on September 17, 2022.

c. Yard of the Month, September 2022

Alderman Palacios administered Certificates for Yard of the Month to the winners that the Appearance Committee chose.

d. Community Programs (Uncle Carl's Safe Space)

Ms. Llana Sheppard and Mr. Carl Pringle stated they are founders of Uncle Carl's Safe Space, a community outreach program that provides readymade meals to families with up to four members in need. Ms. Sheppard introduced classes they would like to provide to the community, including behavioral classes, drug & alcohol addiction, leadership classes, anger management classes, skill-building classes, and communications. Mr. Pringle thanked the Mayor and the Board of Aldermen for allowing them to come tonight. Mr. Pringle explained that Uncle Carl's Safe Space is a program for us to work together to promote positivity. Ms. Sheppard stated they have organizations to back them up, including FTCC for vocational training within Spring Lake. The Town currently doesn't have public transportation and is currently working with someone to back them up. Ms. Sheppard requested that they use the Recreation Center to start providing their programs. Mr. Pringle added that they are currently working on feeding people for Thanksgiving, and nobody goes hungry.

Mayor Anthony asked when the Recreation Center would be used. Ms. Sheppard answered bi-weekly and especially on the weekends. Mr. Pringle added that twice a week in the evening. Alderwoman Cooper stated that the Town has a Resource Center that the County built, and it might have some space available. Ms. Sheppard explained that they needed a kitchen to feed the community. In her understanding, the Town's Recreation Center refrigerator and other appliances might be working, and they can get them donated to the Recreation Center. Mayor Anthony stated she would have Mr. Durham check out the feasibility of doing something like this and thanked them for coming out.

8. NEW BUSINESS

a. Monthly Finance Report- Mr. David Erwin, Local Government Commission

Mayor Anthony stated that Mr. David Erwin could not attend the meeting, and they won't be getting an update on the Town's Finance Report.

b. Resolution Supporting Operation Green Light for Veterans

Mayor Anthony explained how Operation Green Light for Veterans started and read the Resolution Supporting Operation Green Light for Veterans.

Action: No action was taken. The Resolution Supporting Operation Green Light for Veterans will be added to the next agenda.

c. Proclamation-Fire Prevention Week (October 9-15, 2022)

Mayor Anthony asked Fire Chief Williams to come and tell everyone about Fire Prevention Week. Fire Chief Williams explained that Fire Prevention Week is very important for us because it just reminds everybody to make their homes as safe as possible by having working smoke alarms and a way out (exits). Chief Williams stated that the Fire Department crews installed over 3,000 smoke detectors in homes in Spring Lake. Mayor Anthony asked about did they ever give out the gift card to the working smoke detector. Chief Williams explained that their smoke detector did work, and won the \$100.00 gift card. The Fire Department will have another one coming up soon, and if they go to a resident in the Town and their smoke detectors are in working condition, they have a chance of winning a \$100.00 gas card.

d. Oath of Office, Interim Town Clerk Patricia Hickmon

Mayor Anthony administered the Oath of Office to Mrs. Patricia Hickmon.

e. Oath of Office, Police Chief Dysoaneik Spellman

Mayor Anthony administered the Oath of Office to Mr. Dysoaneik Spellman.

f. Audit Committee Update- Spring Lake Audit Committee

Alderman Palacios stated that the Audit Committee met on September 13, 2022, and he explained the purpose of the Audit Committee is to go over the audit and the tasks that we are responsible for completing from the audit that was released on March 17. Alderman Palacios stated that the 2023 Fiscal Accountability Agreement between the Town and the Local Government Commission had been modified. We are expected to have an updated Policy Handbook in the spring of 2023, and we have started the recruitment process for the next Town Manager and announcement sometime in October. We expect some important software updates within this fiscal year for internal controls, and the gas cards are all updated to link to individual Town vehicles.

Joe Durham explained that one of the findings in the audit was missing vehicles, and this came from the State Auditor. DMV shows that the Town has titles to one hundred sixty-five (165) vehicles and currently only owns sixty-eight (68) vehicles by visual inspection and cross-checking with records with the insurance with the League of Municipalities. Mr. Durham stated there is a significant difference between what the Town owns and what DMV shows and what the Town has titles to. That is a difference of ninety-seven (97) vehicles, which is from the careless and unsystematic record-keeping process for the acquisition and disposition of the Town motor vehicles, which has been happening for a long time. Mr. Durham showed a PowerPoint of what DMV has on their records, for example, a 1959 Ford F150, a 1962 International truck, and a 1971 Ford truck. He stated that the staff will finish up the report this week. Salvage vehicles with titles should have been transferred to the buyer, which did not occur. The State has an affidavit form to remove registered vehicles from DMV ownership records, and the Town staff will be completing the forms to have the ninety-seven (97) vehicles removed. Mr. Durham thanked the Town staff for their help. Mayor Anthony thanked Mr. Durham and the staff for the work, and this is one major bullet on the audit report that we can check off. Alderman Lackman thanked Mr. Durham and the staff for their hard work and the steps you put in place for the next Town Manager to have a blueprint moving forward.

Alderman Palacios stated that closed session minutes would be completed in October, including the recent closed session meetings. Alderman Palacios stated that there had been some discussion on ARPA (American Rescue Plan Act) and how the Town will try to put it to use of those but those discussions are behind the scenes.

g. Mayor's Report- Honorable Kia Anthony, Mayor

Mayor Anthony stated the events that have happened in the Town over the past couple of weeks, including a 9/11 Remembrance Ceremony. Mayor Anthony stated that she, Alderwoman Thompson, and Fire Chief Williams attended the grand opening of the FTCC Training Center.

Mayor Anthony stated that the retreat helped develop a realistic timeline and goals. Mayor Anthony read a rough draft of goals, and they are just getting started.

1. Create a financial management system and workplace that meets all the mandated requirements as well as creates a culture of transparency and accountability.
2. Build a competent, qualified, and ethical workforce who are committed to achieving goals and objectives.
3. Update and create policies, practices, and procedures that are consistent with the law and best practices.
4. Create a network of partners and stakeholders committed to working together in a collaborative and cooperative manner
5. Continue to understand and respect roles and responsibilities in the Council-Manager form of government.
6. Create the necessary infrastructure and develop opportunities to expand the tax base and generate new jobs.

Mayor Anthony stated that the candidate search for the Town Manager and Town Clerk is still ongoing. Mayor Anthony provided an update on the early voting site in Spring Lake and gave the dates and times when the voting site is open. Mayor Anthony thanked the Board of Elections and Ms. Irene Grimes. Mayor Anthony asked the citizen to prepare and take preventative measures for Hurricane Ian, which will make landfall in Florida on Wednesday.

h. Board of Aldermen Report

Mayor Pro Tem Chadwick stated that the School Board of Elections will be coming shortly. Please do your research and your homework because it is very important.

Alderman Palacios thanked the Appearance Commission for the logistics and planning for the recent Town cleanup that was held last week. Alderman Palacios thanked the Town's Department that helped and the donations from PWC and Morning Jump. Alderman Palacios thanked the citizens that came out to help clean up the Town. The next Appearance Commission meeting is on October 12, 2022.

Alderwoman Thompson stated that Bethel AME Zion Church had a Revive and Renew Us Community Outreach at Pope Plan Mobile Home Park this past Saturday. On September 21, the Parks and Recreation Advisory Committee had their meeting, and they are planning for Haunted Lakes on October 29 from 6 pm to 8 pm; more information is to come. October is National Breast Cancer Awareness month, so make sure you schedule your screening.

Alderman Lackman asked Lt. Laster with the Spring Lake Fire Department to please stand up. Alderman Lackman explained that he and Alderwoman Thompson had the honor to see Lt. Laster participate in the Fort Bragg 9/11 Remembrance Ceremony to represent Spring Lake with all the other Departments and thanked Lt. Laster. Alderman Lackman stated that 400 pounds of trash were taken off the streets at the Town's Cleanup Event and thanked everybody who made this happen. Alderman Lackman stated with Hurricane Ian coming through this weekend, the cleanup is canceled for this Saturday. Please clean up your storm drain in front of your resident. That will help if the Town gets a lot of water through here.

Alderman Cooper thanked all of the Town staff and the first responders who have stuck in here through all these trials and tribulations and wanted them to know that it doesn't go unnoticed and that we appreciate each and every one of you. Alderman Cooper stated that she serves as a Director with the North Carolina League of Municipalities and just recently had a Board Director's meeting in Winston-Salem. One of the things mentioned at the meeting was that the League was given money to help small Towns and Cities with cybersecurity software and accounting software. Alderman Cooper stated she told the people working on software funds that the Town would like to be the first in line to benefit from that opportunity. Alderman Cooper stated she attended the National Nonpartisan Conversation on Voter Rights in Houston. She thanked the National League of Cities for sponsoring her to attend.

Alderman Cooper expressed that was important because the Town was just told that they were getting an early voting site, and we need all the tools to show Cumberland County that Spring Lake desires an early voting site. Alderman Cooper stated that Haunted Lakes will be accepting volunteers until October 10. Alderman Cooper stated that they are looking for members to join the Senior Advisory Committee.

Alderman Thompson stated that on October 2, 2022, at Mendoza Park, there will be a Grid Iron Cookoff from 12 pm to 10 pm.

i. Manager's Report

Mr. Durham stated that the Town has been working on Parks and Recreation for several months with the County and the City of Fayetteville and thanked the Town Attorney. Mr. Durham explained that the Town doesn't need an Interlocal Agreement and the Town doesn't need an Operational Agreement. Mr. Durham stated he has been working with the City of Fayetteville staff to determine the transition date and should hear something this week or next. Mr. Durham stated that the Board will do a Budget Amendment in November. Mr. Durham stated that the Town's Recreation Advisory Committee would be going away, and those members could serve on the County Board, but currently, there are no vacancies. Alderman Palacios asked if this would include the Senior Advisory Committee. Mr. Durham replied yes and thanked Alderman Palacios for reminding him of that.

j. Town Attorney Report

Mr. Porter thanked the County attorneys and the City of Fayetteville attorneys for helping with the transition with the Parks and Recreation. Mr. Porter stated that on September 6, 2022, LGC gave the final approval for the Development Agreement on Odell Road.

Mayor Anthony presented Mr. Durham with a plaque for his dedication and unwavering support to the Town as Interim Town Manager.

8. Closed Session

a. Pursuant to NCGS §143-318.11(a)(6) – Personnel

Action: The Board approved a motion to go into closed session pursuant to NCGS §143-318.11(a)(6) – Personnel.

Motion: Alderman Cooper

Second by: Mayor Pro Tem Chadwick
Vote: Unanimous

Alderman Lackman made a motion, seconded by Mayor Pro Tem Chadwick, to reconvene in open session. No action was taken.

9. Adjournment

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

Motion: Alderwoman Thompson

Second by: Alderwoman Cooper

Vote: Unanimous

ATTEST:

Kia Anthony
Mayor

Patricia Hickmon
Interim Town Clerk

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

October 10, 2022

MINUTES

6:00 p.m.

The Spring Lake Board of Aldermen held a regular meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Robyn Chadwick
Alderman Soña Cooper
Alderman Marvin Lackman
Alderman Raul Palacios
Alderman Adrian Thompson

Others Present:

Michael Porter, Town Attorney (Arrived at 6:06 pm)
Patricia Hickmon, Interim Inspection Clerk
Banard Lemon, Audio Visual Coordinator
Jason Williams, Fire Chief
Dysoaneik Spellman, Police Chief
Tim Garner, Director of Water Treatment Plant

1. Call to order

Mayor Anthony declared a quorum and called the meeting to order.

2. Invocation and Pledge of Allegiance

Mrs. Fredricka Sutherland gave the invocation and led the Pledge of Allegiance.

3. Additions or Deletions

Alderman Cooper requested to remove c. Draft Minutes of the August 22, 2022, Regular meeting and f. Draft minutes of the September 26, 2022, Regular Meeting there are errors that need to be corrected.

Alderman Palacios requested to add b. Discussion of Fiscal Accountability Agreement under New Business and c. Promotion of Police Officer, Police Chief Spellman under Presentation.

4. Approval of Agenda

Action: Approval of the October 10, 2022, Board of Aldermen Regular Meeting agenda with amended deletions and additions.

Motion by: Alderman Palacios

Second by: Alderman Lackman

Vote: Unanimous

5. Approval of Consent Items

Action: Approval of Consent Items with the removal of c. Draft Minutes of the August 22, 2022, Regular meeting and f. Draft minutes of the September 26, 2022, Regular Meeting

Motion by: Alderwoman Cooper

Second by: Alderwoman Thompson

Vote: Unanimous

Alderman Palacios welcomed Mr. Armand Caron to the Military Veterans Advisory Committee. Alderman Lackman stated Mr. Caron is the Commander of the American Legion Post 230 here in Spring Lake.

6. Public Comment

Mrs. Fredricka Sutherland stated she would like to talk about the \$21.80 that was added to the tax bill for Recreation Fees. She is concerned that they have separated the \$21.80. She would like to have clarification. It looks like they separated it during budget time, which is twenty percent recreation with merging with Fayetteville and if I'm confused then the citizens are confused. She expressed her concern about individuals driving vehicles home with gas prices going up and certain departments that are not approved. Mrs. Sutherland stated that the taxpayers here in the Town of Spring Lake have a right to set at the table at the Recreation Advisory Board and any other boards that are served here in the Town of Spring Lake. She thanked the employees for cleaning up the Town.

Ms. Kelly Jo Metz stated she is representing C-me Trailer Park. Ms. Metz explained that residents are long-timers and in January they received a notice that the Park is closing. She expressed concern about people being homeless and still wanting their rent and it is hard for people to save up for a new place to live. Please if you can do anything to help these guys it would be greatly appreciated. She stated I don't think it is proper or right that the new owner has the right to say you have to be out by January 31st and still want my rent. Ms. Metz stated that he is telling people you can buy their mobile home but it has to move. Ms. Metz provided a copy of the notice to the Mayor and the Board of Aldermen.

7. Presentation

a. Senior Games Update

Mrs. Kris Schara stated that the Seniors participated in Senior Games every year which falls under Mid Carolina Senior Games which includes Harnett, Cumberland, and Sampson Counties. This was the first year back in person since COVID. Mrs. Schara stated they had eighteen participants in the athletic events and they took home fifteen metals with six of them being gold with the average age being seventy-five. Regina Thompson-Xadu won a silver medal in her talent solo.

b. Yard of the Month, October 2022

Alderman Palacios administered Certificates for Yard of the Month to the winners that the Appearance Committee chose.

c. Promotion of Police Officer

Chief Spellman stated that Sergeant Sutton was promoted to Lieutenant Sutton.

8. New Business

a. Resolution Supporting Operation Green Light for Veterans

Action: The Board approved a motion to approve Resolution Supporting Operation Green Light for Veterans

Motion: Mayor Pro Tem Chadwick

Second by: Alderman Palacios

Vote: Unanimous

b. Discussion of Fiscal Accountability Agreement

Alderwoman Palacios stated that the Board did enter into a new Fiscal Accountability Agreement that was signed on September 26, 2022. This Agreement is a great development for our Town and where we are at right now. Alderman stated this gives us a road map to essentially take over our finances again. As long as we can meet the metrics and the benchmark dates, we have a really good shot at advancing this Town for our own sake and the future. Mayor Anthony added there were ten items that the Town needed to address and we are now down to three items. Mayor Anthony stated those are simply hiring positions and completing some policies. Mayor Anthony thanked the employees for their hard work, due diligence, commitment to long hours, and stress. Alderwoman Cooper asked if we posted it on the website. Mayor Anthony stated it will be posted tomorrow.

9. CLOSED SESSION

a. Pursuant to N.C.G.S. § 143-318.11(a)(6)- Personnel

Action: The Board approved a motion to go into closed session pursuant to N.C.G.S. §143-318.11(a)(6) – Personnel.

Motion: Alderwoman Cooper

Second by: Alderman Palacios

Vote: Unanimous

Action: The Board approved a motion to come back into open session. No action was taken.

Motion: Alderman Palacios

Second by: Mayor Pro Tem Chadwick

Vote: Unanimous

Action: The Board approved a motion to appoint Chief Jason Williams as the Acting Town Manager

Motion: Alderwoman Cooper

Second by: Mayor Pro Tem Chadwick

Vote: Unanimous

Action: The Board approved a motion to appoint Justine Jones, effective October 24, 2022, as Town Manager of Spring Lake, conditioned upon approval of the contract with Ms. Jones by the LGC, the Board of Aldermen, the Town Attorney, and acceptance of the contract terms by Ms. Jones.

Motion: Alderwoman Thompson

Second by: Alderwoman Cooper

Vote: Yes

Mayor Pro Tem Chadwick

Alderwoman Cooper

Alderwoman Thompson

No

Alderman Lackman

Alderman Palacios

Alderman Palacios stated that he is against this position and this appointment. He stated I feel like there was somebody that was more qualified and has the experience that the Town needs at this time.

10. Adjournment

Action: There being no further business to come before the Board, the meeting was adjourned at 7:12 p.m.

Motion: Alderwoman Cooper

Second by: Alderman Palacios

Vote: Unanimous

Kia Anthony
Mayor

ATTEST:

Patricia Hickmon
Interim Town Clerk

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

October 17, 2022

MINUTES

6:00 p.m.

The Spring Lake Board of Aldermen held a special meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present:

Mayor Pro Tem Robyn Chadwick
Aldерwoman Soñia Cooper
Alderman Marvin Lackman
Alderman Raul Palacios
Aldерwoman Adrian Thompson

Board Members Absent:

Others Present:

Jason Williams, Acting Town Manager
Patricia Hickmon, Interim Town Clerk

1. Call to order

Mayor Anthony declared a quorum and called the meeting to order.

2. Invocation and Pledge of Allegiance

Aldерwoman Thompson gave the invocation and led the Pledge of Allegiance.

3. Closed Session

a. Pursuant to N.C.G.S. §143-318.11(a)(6) – Personnel with N.C.G.S. §143-318.11(a)(3) – Attorney-Client Privilege

Action: The Board approved a motion to go into closed session pursuant to N.C.G.S. §143-318.11(a)(6) – Personnel with N.C.G.S. §143-318.11(a)(3) – Attorney-Client Privilege

Motion: Aldерwoman Cooper

Second by: Mayor Pro Tem Chadwick

Vote: Unanimous

Aldерwoman Cooper made a motion, seconded by Alderman Palacios, to reconvene in open session. No action was taken.

Mayor Anthony stated I will be seeking an informal meeting with Treasurer Folwell to discuss further the alleged new and unsettling information he has discovered and what procedures were followed when taking this action. Was the decision not to fund the position for Ms. Jones a unilateral decision made by Treasurer Folwell, or a decision made by the LGC Board?

4. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 7:11 p.m.

Motion: Alderwoman Thompson

Second by: Alderwoman Cooper

Vote: Unanimous

ATTEST:

Kia Anthony
Mayor

Patricia Hickmon
Interim Town Clerk



All information provided on this application is public information and may be shared with others upon request

THE TOWN OF SPRING LAKE

APPLICATION FOR ADVISORY COMMITTEE OR BOARD

- | | |
|--|---|
| <input type="checkbox"/> Appearance and Sustainability Committee | <input type="checkbox"/> Military and Veterans Advisory Committee |
| <input checked="" type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Minimum Housing Appeals Board |
| <input type="checkbox"/> Recreation Advisory Committee | <input type="checkbox"/> Senior Enrichment Advisory Committee |

Last Name	First	Middle	Date
Kirchner	ArTriel	Askew	10/18/2022
Street Address			County
634 Ravenhurst Cir, Apt. 201			Cumberland
City, State, Zip Code			
Spring Lake			
e-Mail			
aaskew.work@gmail.com			
Home phone			
910-916-0405			
Cell phone			
910-916-0405			
Attending School			
Yes			
Do you live inside the city limits of Spring Lake? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Are you currently serving on a Board/Committee of the Town of Spring Lake? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
If so, What is the name(s) of the Board(s)/Committee(s):			
Board of Adjustment			
Please describe your education, training and military background (both work and/or real world) that relates to your interest in serving in this capacity)			
<p>I am the Planning Director for the City of Lumberton, North Carolina, where I serve as the staff administrator for the Planning Board and Board of Adjustment. I've been employed within the field of Planning for over 23 years. I hold a Bachelors Degree in Urban and Regional Planning, a Master Public Administration, and currently in my last year in the Public Administration Doctoral Program. I am a certified zoning official, and floodplain manager.</p>			

Are You currently employed? Yes No

Employer

City of Lumberton, North Carolina

Employer's Address

500 N. Cedar St; Lumberton, NC 28358

Job Title

Director of Planning & Neighborhood Services

Description of Job duties

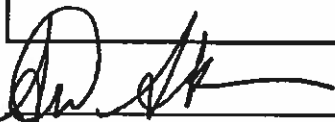
Staff administrator to various boards; administer the Land Use Ordinance and Land Use Plan, manage the Planning Staff. Present items to various boards/Council. Prepare revisions/amendments to ordinances. Review rezoning, Special Use Permit, Major Subdivision plats, Variances and appeals applications for compliance with the ordinance. Prepare staff reports for rezoning, Special Use Permits, Major Subdivision plats, site plans, Variances, and appeals. Conduct inspections for compliance with site plans, and condition's of various permits and code enforcements. Planning liaison between various Local, Federal and State Departments.

List/describe any anticipated conflicts of interest or scheduling challenges you may encounter if appointed:

The only scheduling challenge i may encounter will be due to my commute from work (i.e. unforeseen accidents, road construction). There are no anticipated conflicts of interest.

Civic Involvement: Please list the names of all civic organizations in which you are currently involved:

N/A



Signature of Applicant

10/18/2022

Date

Board of Aldermen Appointment Yes No

Date: _____

Term of Appointment: _____

Signature of Town Clerk: _____



Board of Aldermen Agenda Cover Sheet

Meeting Date

October 24, 2022

Agenda Location

New Business

Item Title

Local Government Commission Financial Summary Report August 2022

Presenter

Mr. David Erwin, Accounting & Financial Mgmt. Advisor, North Carolina Department of State Treasurer

Summary/Description

To give an update on the Town's financial situation ending August 2022.

Requested Action

Informational Only

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

Email from Mr. David Erwin

Financial Summary Report for the period ending August 31, 2022

Moore, Patricia

From: David Erwin <David.Erwin@nctreasurer.com>
Sent: Wednesday, September 21, 2022 1:25 PM
To: Joe Durham; Moore, Patricia
Cc: Susan McCullen; Tiffany Anderson
Subject: EXTERNALTown of Spring Lake Financial Report as of August 31, 2022
Attachments: FY 2023 Town of Spring Lake Financial Summary 8.2022.pdf

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Attached is the financial report for the town of Spring Lake for the first two months of the new fiscal year.

We will just make some general comments on the report as follows:

- The new fiscal year is well underway with the 2022-2023 budget in place. All known commitments are encumbered as required by the general statutes. Staff has been diligent in getting best pricing and submitting proper paperwork to establish purchase orders in a timely manner.
- You may note that sales tax revenue in the general fund is showing -0-. This is due to sales tax received in July and August has been accrued for the prior fiscal year, so while the town has the cash in the bank, the revenue is posted to the prior fiscal year.
- The cash in bank balances look acceptable for cash flow purposes for this time in the budget year.
- It is early in the fiscal year so there is not a great deal to be gleaned from this statement. Once the recreation program is fully transitioned to the County/City oversight we will need to do some budget clean up for that activity. The transition is scheduled to be finalized in October.

As always please do not hesitate to contact myself or other LGC staff with any questions or concerns.

Respectively,

David Erwin
Acting Finance Officer for Spring Lake

Visit the [LGC Staff Blog](#) to stay up to date on deadlines, news, and announcements.

David P. Erwin, CPA
Accounting & Financial Mgmt. Advisor
State and Local Government
Finance Division
Office: (919) 814-4308
Mobile: (919) 500-1963

3200 Atlantic Avenue, Raleigh, NC 27604
www.NCTreasurer.com



Sign up for e-Updates

NORTH CAROLINA
DEPARTMENT OF STATE TREASURER



Dale R. Folwell, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. FOLWELL, CPA

E-mail correspondence to and from this address is subject to North Carolina's Public Records Act, N.C. Gen. Stat. Sec. 132, and may be disclosed to third parties. However Federal and State law protects personal health and other information that may be contained in this e-mail from unauthorized disclosure. If you are not the intended recipient, please delete this e-mail and any accompanying documents and contact the sender immediately. Unauthorized disclosure, copying or distribution of any confidential or privileged content of this e-mail is prohibited.



**CITY OF SPRING LAKE
FINANCIAL SUMMARY REPORT
FOR THE PERIOD ENDING AUGUST 31, 2022**

GENERAL FUND

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED
PROPERTY TAXES	\$ 3,001,323	\$ 59,687	\$ 2,941,636	1.99%
SALES TAXES/HOLD HARMLESS	3,205,000	-	3,205,000	0.00%
UTILITIES SALES TAXES	595,500	-	595,500	0.00%
RECREATION FEES & COUNTY TAX	-	41,863	(41,863)	0.00%
INTEREST	200	9,716	(9,516)	4858.00%
RESTRICTED INTERGOVERNMENTAL & OTHER	608,969	3,379	605,590	0.55%
INSPECTION & PLANNING FEES	47,865	7,434	40,431	15.53%
INTERFUND TRANSFERS	-	-	-	0.00%
OTHER REVENUES	251,241	22,663	228,578	9.02%
	<u>\$ 7,710,098</u>	<u>\$ 144,742</u>	<u>\$ 7,565,356</u>	<u>1.88%</u>

<i>EXPENDITURES & ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT/ENCUMB
NON DEPARTMENTAL	\$ 815,751	\$ -	\$ -	\$ 815,751	0.00%
FUND BALANCE INCREASE	318,444	-	-	318,444	0.00%
GOVERNING BODY	72,060	23,204	-	48,856	32.20%
ADMINISTRATION	259,198	22,501	695	236,002	8.95%
FINANCE	322,212	21,223	768	300,223	6.82%
TAX COLLECTIONS	64,000	1,699	-	62,301	2.65%
LEGAL	46,474	-	-	46,474	0.00%
HUMAN RESOURCES	30,166	1,787	1,628	26,751	11.32%
ELECTIONS	-	-	-	-	0.00%
IT/COMMUNICATIONS	182,249	50,470	131,076	703	99.61%
PUBLIC WORKS ADMIN	76,344	15,239	2,071	59,034	22.67%
PUBLIC BUILDINGS	154,084	25,012	35,990	93,082	39.59%
POLICE	2,383,223	306,409	339,398	1,737,416	27.10%
FIRE	1,671,904	203,461	35,314	1,433,129	14.28%
INSPECTIONS	150,744	16,001	63,153	71,590	52.51%
STREET - POWELL BILL	466,384	47,459	172,944	245,981	47.26%
PLANNING	34,000	-	34,000	-	100.00%
RECREATION	82,293	28,337	2,034	51,922	36.91%
SENIOR BUILDING	-	7,831	-	(7,831)	0.00%
PUBLIC SAFETY VEHICLE LEASE	104,018	8,668	95,350	-	100.00%
DEBT SERVICE	476,550	32,628	-	443,922	6.85%
INTERFUND TRANSFERS	-	-	-	-	0.00%
	<u>\$ 7,710,098</u>	<u>\$ 811,929</u>	<u>\$ 914,419</u>	<u>\$ 5,983,750</u>	<u>22.39%</u>
NET REVENUE LESS EXPENDITURES (DEFICIT)	<u>\$ -</u>	<u>\$ (667,187)</u>			

WATER & SEWER FUND

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED
WATER CHARGES	\$ 2,020,000	\$ 202,251	\$ 1,817,749	10.01%
SEWER CHARGES	1,833,000	193,514	1,639,486	10.56%
INTEREST	100	5,222	(5,122)	5222.00%
GRANTS & CONTRIBUTIONS	-	-	-	0.00%
OTHER REVENUES	254,750	13,889	240,861	5.45%
	<u>\$ 4,107,850</u>	<u>\$ 414,876</u>	<u>\$ 3,692,974</u>	<u>10.10%</u>

<i>EXPENDITURES & ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT/ENCUMB
FUND BALANCE INCREASE	\$ -	\$ -	\$ -	\$ -	0.00%
REVENUE COLLECTION	395,574	42,049	3,480	350,045	11.51%
REVENUE BILLING	225,754	21,649	62,378	141,727	37.22%
WATER PURCHASES	1,592,000	92,335	1,191,665	308,000	80.65%
WATER & SEWER OPERATIONS	815,326	88,429	96,558	630,339	22.69%
WW TREATMENT PLANT	589,680	82,177	232,621	274,882	53.38%
DEBT SERVICE	238,851	-	-	238,851	0.00%
INTERFUND TRANSFERS	250,665	-	-	250,665	0.00%
	<u>\$ 4,107,850</u>	<u>\$ 326,639</u>	<u>\$ 1,586,702</u>	<u>\$ 2,194,509</u>	<u>46.58%</u>
NET REVENUE LESS EXPENDITURES (DEFICIT)	<u>\$ -</u>	<u>\$ 88,237</u>			

STORMWATER FUND

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	
REVENUES					
STORMWATER CHARGES	\$ 260,077	\$ 2,683	\$ 257,394	1.03%	
INTEREST	15	328	(313)	2186.67%	
INTERFUND TRANSFERS	-	-	-	0.00%	
	<u>\$ 260,092</u>	<u>\$ 3,011</u>	<u>\$ 257,081</u>	<u>1.16%</u>	
	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT/ENCUMB
EXPENDITURES & ENCUMBRANCES					
ADMINISTRATION	\$ 232,953	\$ 9,282	\$ 13,490	\$ 210,181	9.78%
INTERFUND TRANSFERS	27,139	-	-	27,139	0.00%
	<u>\$ 260,092</u>	<u>\$ 9,282</u>	<u>\$ 13,490</u>	<u>\$ 237,320</u>	<u>8.76%</u>
NET REVENUE LESS EXPENDITURES (DEFICIT)	<u>\$ -</u>	<u>\$ (6,271)</u>			

SANITATION FUND

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	
REVENUES					
SOLID WASTE DISPOSAL TAX	\$ 9,000	\$ -	\$ 9,000	0.00%	
REFUSE COLLECTION FEES	\$ 617,422	\$ 22,817	594,605	3.70%	
INTEREST	100	792	(692)	792.00%	
INTERFUND TRANSFERS	-	-	-	0.00%	
	<u>\$ 626,522</u>	<u>\$ 23,609</u>	<u>\$ 602,913</u>	<u>3.77%</u>	
	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT/ENCUMB
EXPENDITURES & ENCUMBRANCES					
RESIDENTIAL COLLECTION	\$ 350,000	\$ 29,165	\$ 320,835	\$ -	100.00%
SANITATION OPERATIONS	210,393	28,379	16,840	165,374	21.40%
INTERFUND TRANSFERS	66,129	-	-	66,129	0.00%
DEBT SERVICE	-	-	-	-	0.00%
	<u>\$ 626,522</u>	<u>\$ 57,544</u>	<u>\$ 337,475</u>	<u>\$ 231,503</u>	<u>63.05%</u>
NET REVENUE LESS EXPENDITURES (DEFICIT)	<u>\$ -</u>	<u>\$ (33,935)</u>			

FLEET MAINTENANCE

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	
REVENUES					
INTERFUND TRANSFER - GENERAL FUND	\$ 158,403	\$ -	\$ 158,403	0.00%	
INTERFUND TRANSFER - UTILITY FUND	\$ 15,422	\$ -	15,422	0.00%	
INTERFUND TRANSFER - STORMWATER FUND	30,844	-	30,844	0.00%	
INTERFUND TRANSFER - SANITATION FUND	38,556	-	38,556	0.00%	
OTHER REVENUES	-	-	-	0.00%	
	<u>\$ 243,225</u>	<u>\$ -</u>	<u>\$ 243,225</u>	<u>0.00%</u>	
	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT/ENCUMB
EXPENDITURES & ENCUMBRANCES					
FLEET MAINTENANCE OPERATIONS	\$ 219,657	\$ 28,626	\$ 19,960	\$ 171,071	22.12%
INTERFUND TRANSFERS	23,568	-	-	23,568	0.00%
	<u>\$ 243,225</u>	<u>\$ 28,626</u>	<u>\$ 19,960</u>	<u>\$ 194,639</u>	<u>19.98%</u>
NET REVENUE LESS EXPENDITURES (DEFICIT)	<u>\$ -</u>	<u>\$ (28,626)</u>			

Bank Statement Balances as of June 30, 2022		Approximate Percentage of Cash Accruing to Each Operating Fund			
		General Fund	Water/Sewer Fund	Stormwater Fd	Sanitation Fd
Trust Bank Main Checking Account	\$ 588,979				
NCCMT Main Investment Account	\$ 5,012,086				
Total	<u>\$ 5,601,065</u>	11%	68%	15%	7%
NCCMT American Rescue Plan Funds	<u>\$ 3,838,945</u>				