

Town of Spring Lake

BOARD OF COMMISSIONERS

Soña L. Cooper, Mayor Pro Tem
Robyn Chadwick, Commissioner
Marvin Lackman, Commissioner
Raul Palacios, Commissioner
Adrian Thompson, Commissioner



CHARTERED IN 1951

OFFICE OF THE MAYOR

Kia Anthony, Mayor

ADMINISTRATION

Jon Rorie, Town Manager
Carly Autry, Town Clerk
Michael R. Porter, Town Attorney

Board of Commissioners Work Session Meeting Agenda Monday, August 26, 2024 6:00 PM Grady Howard Conference Room

The public may view the live Board of Commissioners Meeting on the Town's YouTube Channel:

www.townofspringlake.com

1. **CALL TO ORDER**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE** – Pastor Marsh
3. **ADDITIONS AND DELETIONS**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF CONSENT ITEMS**
 - a. Reassign Mayor Pro Tem Soña L. Cooper as the Ex-officio for the Board of Adjustment from Commissioner Robyn Chadwick
6. **PUBLIC COMMENT (Limit 3 minutes per speaker)**
7. **PRESENTATIONS**
8. **NEW BUSINESS**
 - a. BA-6 – Myers Engineering PLLC – Finance Director James Overton
 - b. Capital Project Ordinance, Wastewater Treatment Plant Equipment Rehab Capital Project – Finance Director James Overton
 - c. 2024-13 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for an Asset Inventory and Assessment Study – Mayor Pro Tem Soña L. Cooper
 - d. 2024-14 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for a Merger Regionalization Feasibility Study – Mayor Pro Tem Soña L. Cooper

- e. 2024-15 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for the Wastewater Treatment Plant Rehab – Mayor Pro Tem Soña L. Cooper
- f. 2024-16 Resolution Declaring Surplus of Various Vehicles and Pieces of Equipment – Mayor Pro Tem Soña L. Cooper
- g. Mayor’s Report – Mayor Kia Anthony
- h. Board of Commissioners Report – Spring Lake Board of Commissioners
- i. Manager’s Report –Town Manager Jon Rorie
- j. Town Attorney Report – Town Attorney Michael Porter

9. ADJOURNMENT



Board of Commissioners Agenda Cover Sheet

Meeting Date

August 26, 2024

Agenda Location

New Business

Item Title

BA-6 – Myers Engineering PLLC

Presenter

Finance Director James Overton

Summary/Description

A Budget amendment is needed to transfer Salaries and Wages to Professional Services engineering in the Water & Sewer Operations Department.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

BA-6 – Myers Engineering PLLC

BE IT ORDAINED by The Governing Board of the Town of Spring Lake, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2025

Section 1: To amend the revenues and expenditures as follows:

Account Number	Department	Current Budget	Amendment	Amended Budget
		\$ -	\$ -	\$ -
	Total Sanitation Fund Revenues	\$ -	\$ -	\$ -
60-91-7130-190-04	Professional services Engineer	-	125,090	125,090
60-91-7130-120-01	Salaries and wages	246,227	(125,090)	121,137
	Total Sanitation Fund Expenditures	\$ 246,227	\$ -	\$ 246,227
	Revenues Over (under) Expenditures		\$ -	

Justification: Budget Amendment to transfer salaries and wages to professional services engineering in water & sewer operations department.

Section 3: Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget officer and Finance director for their Direction.

Requested By	James C Overton Finance Director	Date	26-Aug-24
Reviewed By	James C Overton Finance Director	Date	26-Aug-24
Approved By:	Jonathan Rorie Town Manager	Date	26-Aug-24

ADOPTED this 26th day of August 2024 by the Spring Lake Board of Commissioners

Town of Spring Lake Mayor Pro Tem

Town of Spring Lake Clerk



Board of Commissioners Agenda Cover Sheet

Meeting Date

August 26, 2024

Agenda Location

New Business

Item Title

Capital Project Ordinance, Wastewater Treatment Plant Equipment Rehab Capital Project

Presenter

Finance Director James Overton

Summary/Description

The project authorized is the rehabilitation of a wastewater treatment system to be financed by Federal American Rescue Plan (ARP) Grant funds and a transfer from the Water and Sewer Fund.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

Capital Project Ordinance, Wastewater Treatment Plant Equipment Rehab Capital Project

(Coincides with the Resolutions to follow under Agenda items 8c. through 8e.)

TOWN OF SPRING LAKE, NORTH CAROLINA

CAPITAL PROJECT ORDINANCE

NC DEPARTMENT OF ENVIRONMENTAL QUALITY GRANT

WASTE WATER TREATMENT PLANT EQUIPMENT REHAB CAPITAL PROJECT

BE IT ORDAINED by the Governing Board of Commissioners of the Town of Spring Lake, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized is the rehabilitation of a wastewater treatment system to be financed by federal American Rescue Plan grant funds and a transfer from the Water and Sewer Fund.

Section 2. The officers of this Town are hereby directed to proceed with the grant project within the terms of this resolution, project contracts, grant agreements, documents, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

Grant – NC Department of Environmental Quality	52-91-3434-360-00	\$500,000
Transfer from Water & Sewer Fund	52-91-3981-980-60	<u>25,000</u>
Total Revenues		<u>\$525,000</u>

Section 4. The following amounts are appropriated for the project:

Grit Removal Rehabilitation	52-91-7140-500-00	\$275,000
Chlorination System Rehabilitation	52-91-7140-820-00	75,000
Sludge Pump Replacement	52-91-7140-830-00	125,000
Engineering	52-91-7140-190-04	25,000
Contingency	52-91-7140-990-01	<u>25,000</u>
Total Expenditures		<u>\$525,000</u>

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirement of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6. Funds may be advanced from the Water & Sewer Fund for the purpose of making payments as due. Disbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 4 and on the total revenues received.

Section 8. Copies of this Capital Project Ordinance shall be furnished to the clerk, Governing Board, Budget Officer and Finance Officer for direction in carrying out this project.

Section 9. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to the board.

Section 10. This grant project shall begin on August 1, 2024 and should be completed by December 31, 2026. The grant project ID number is SRP-W-ARP-0373.

Adopted this 12th day of August 2024 during a regularly convened meeting of the Board of Commissioners held at Spring Lake Town Hall in Spring Lake, NC.

Jonathan Rorie, Town Manager

Carly Autry, Town Clerk

Soña L. Cooper, Mayor Pro Tem



Board of Commissioners Agenda Cover Sheet

Meeting Date

August 26, 2024

Agenda Location

New Business

Item Title

2024-13 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for an Asset Inventory and Assessment Study

Presenter

Mayor Pro Tem Soña L. Cooper

Summary/Description

The project authorized funding for an Asset Inventory and Assessment Study financed by a Federal American Rescue Plan (ARP) Grant in the amount of \$250,000.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

2024-13 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for an Asset Inventory and Assessment Study

(Coincides with Agenda item 8b.)

RESOLUTION 2024-13

A RESOLUTION OF THE SPRING LAKE BOARD OF COMMISSIONERS ACCEPTING THE OFFER FROM NORTH CAROLINA ENVIRONMENTAL QUALITY FOR AMERICAN RESCUE PLAN (ARP) FUNDING FOR AN ASSET INVENTORY AND ASSESSMENT STUDY

WHEREAS, the Town of Spring Lake has qualified for the Viability Utility Reserve (VUR) designation associated with the American Rescue Plan (ARP) funded by the State Fiscal Recovery Fund established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs; and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$250,000 to perform an Asset Inventory and Assessment study detailed in the submitted application; and

WHEREAS, the Town of Spring Lake intends to perform the said project in accordance with the agreed scope of work.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING LAKE:

1. That the Town of Spring Lake does hereby accept the American Rescue Plan Grant offer of \$250,000.
2. That the Town of Spring Lake does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That James C. Overton, Finance Director, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

ADOPTED this 26th Day of August 2024.

ATTEST:

By: _____
Carly Autry
Town Clerk

By: _____
Soña L. Cooper
Mayor Pro Tem



Board of Commissioners Agenda Cover Sheet

Meeting Date

August 26, 2024

Agenda Location

New Business

Item Title

2024-14 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for a Merger Regionalization Feasibility Study

Presenter

Mayor Pro Tem Soña L. Cooper

Summary/Description

The project authorized is funding for a Merger Regionalization Feasibility Study to be financed by a Federal American Rescue Plan (ARP) Grant in the amount of \$150,000.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

2024-14 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for a Merger Regionalization Feasibility Study

(Coincides with Agenda item 8b.)

RESOLUTION 2024-14

A RESOLUTION OF THE SPRING LAKE BOARD OF COMMISSIONERS ACCEPTING THE OFFER FROM NORTH CAROLINA ENVIRONMENTAL QUALITY FOR AMERICAN RESCUE PLAN (ARP) FUNDING FOR A MERGER REGIONALIZATION FEASIBILITY STUDY

WHEREAS, the Town of Spring Lake has qualified for the Viability Utility Reserve (VUR) designation associated with the American Rescue Plan (ARP) funded by the State Fiscal Recovery Fund established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs; and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$150,000.00 to perform an Asset Inventory and Assessment study detailed in the submitted application; and

WHEREAS, the Town of Spring Lake intends to perform the said project in accordance with the agreed scope of work.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING LAKE:

1. That the Town of Spring Lake does hereby accept the American Rescue Plan Grant offer of \$150,000.00.
2. That the Town of Spring Lake does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That James C. Overton, Finance Director, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

ADOPTED this 26th Day of August 2024.

ATTEST:

By: _____
Carly Autry
Town Clerk

By: _____
Soña L. Cooper
Mayor Pro Tem



Board of Commissioners Agenda Cover Sheet

Meeting Date

August 26, 2024

Agenda Location

New Business

Item Title

2024-15 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for the Wastewater Treatment Plant Rehab

Presenter

Mayor Pro Tem Soña L. Cooper

Summary/Description

The project authorized is the rehabilitation of a wastewater treatment system to be financed by a Federal American Rescue Plan (ARP) Grant in the amount of \$500,000.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

2024-15 Resolution Accepting the Offer from North Carolina Environmental Quality for American Rescue Plan (ARP) Funding for the Wastewater Treatment Plant Rehab

(Coincides with Agenda item 8b.)

RESOLUTION 2024-15

A RESOLUTION OF THE SPRING LAKE BOARD OF COMMISSIONERS ACCEPTING THE OFFER FROM NORTH CAROLINA ENVIRONMENTAL QUALITY FOR AMERICAN RESCUE PLAN (ARP) FUNDING FOR THE WASTEWATER TREATMENT PLANT REHAB

WHEREAS, the Town of Spring Lake has received funding from the American Rescue Plan Act (ARPA) funded from the State Fiscal Recovery Fund established in S.L. 2021-180/2022-74 to assist eligible units of government with meeting their water/wastewater infrastructure needs; and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$500,000.00 to perform an Asset Inventory and Assessment study detailed in the submitted application; and

WHEREAS, the Town of Spring Lake intends to perform the said project in accordance with the agreed scope of work.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING LAKE:

1. That the Town of Spring Lake does hereby accept the American Rescue Plan Grant offer of \$500,000.00.
2. That the Town of Spring Lake does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That James C. Overton, Finance Director, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

ADOPTED this 26th Day of August 2024.

ATTEST:

By: _____
Carly Autry
Town Clerk

By: _____
Soña L. Cooper
Mayor Pro Tem



Board of Commissioners Agenda Cover Sheet

Meeting Date

August 26, 2024

Agenda Location

New Business

Item Title

2024-16 Resolution Declaring Surplus of Various Vehicles and Pieces of Equipment

Presenter

Mayor Pro Tem Soña L. Cooper

Summary/Description

Declaring surplus of various vehicles and pieces of equipment on www.govdeals.com.

Please Note: In Attachment A, there are (2) items that are tentative as they need repairs. If repairs exceed the value of the vehicle and/or equipment, will be sold on govdeals.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes No

Additional Documents to be Included in Agenda Packet

2024-16 Resolution Declaring Surplus of Various Vehicles and Pieces of Equipment with Attachment A

RESOLUTION 2024-16

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING LAKE, NORTH CAROLINA DECLARING SURPLUS OF VARIOUS VEHICLES AND PIECES OF EQUIPMENT

WHEREAS, the Town periodically has personal property that has outlived its useful life; and

WHEREAS, N.C.G.S. §160A-270 allows the Board of Commissioners to sell personal property at public auction upon adoption of a Resolution; and

WHEREAS, N.C.G.S. §160A-274 allows the Board of Commissioners to sell personal property directly to other “governmental units” upon adoption of a Resolution; and

WHEREAS, the attached list of properties (Attachment A) is no longer needed for any governmental use by the Town of Spring Lake; and

WHEREAS, it is the intent of the Town to sell the declared surplus property either by direct sale to another governmental unit or by electronic public auction at www.govdeals.com at various durations of time, during the period of TBD upon Board Approval; and

WHEREAS, it is the intent of the Town to put the proceeds back into General Funds and Enterprise Funds; and

WHEREAS, the items are to be sold as is, all sales final, cash, or certified check only.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING LAKE THAT:

- Section 1.** The Town of Spring Lake does hereby declare said personal property surplus to the needs of the Town.
- Section 2.** The Town of Spring Lake does hereby authorize the aforementioned means of sale of said personal property either to another governmental unit or to the highest bidder.
- Section 3.** The Town staff is hereby authorized to execute all documents associated with transferring the said personal property to the eventual purchaser.
- Section 4.** This Resolution shall be effective August 26, 2024.

ADOPTED this 26th Day of August 2024.

ATTEST:

By: _____
Carly Autry
Town Clerk

By: _____
Soña L. Cooper
Mayor Pro Tem

**Town of Spring Lake, North Carolina
List of Surplus Vehicles and Equipment
Board of Commissioners Meeting**

Attachment A

August 26, 2024

VIN (last 5 digits)	Year	Make	Description	Department
2018	2015	Dodge	Charger	Police
2035	2015	Dodge	Charger	Police
40981	2015	Ford	Interceptor	Police
43746	2015	Dodge	Charger	Police
16157	2015	Dodge	Charger	Police
57573	2006	Ford	Ranger	Stormwater Engineering
33429	2010	Ford	F150	Water
87167	2008	Ford	F150*	Streets

Surplus vehicles

Serial Number	Year	Make/Model	Description	IM Item Value	Department
24308		Sullivan	Palatet Compressor		Water Ops
		Ford	Tractor**	\$3,500.00	Wastewater Treatment Plant
8148	2014	Spartan	Hydro Jet on Trailer	\$46,990.00	Water
9027	2008	Massey Fergu	4WD Cab Tractor	\$50,458.00	Water

Surplus equipment

The Board of Commissioners of the Town of Spring Lake, North Carolina declares the vehicles and equipment listed above to be surplus and authorizes the Town Manger and staff to sell these vehicles and equipment

Mayor Pro Tem Soñia L. Cooper

August 26, 2024

*Vehicle is tentative as needs repairs. If repairs exceed the value of the vehicle, will sale on govdeals.

**Equipment is tentative as needs repairs. If repairs exceed the value of the equipment, will sale on govdeals.