

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

October 2, 2024

**MINUTES**

6:00 pm

The Spring Lake Board of Commissioners 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 Soñia L. Cooper  
Commissioner Robyn Chadwick  
Commissioner Marvin Lackman  
Commissioner Raul Palacios  
Commissioner Adrian Thompson

**Others Present:**

Carly Autry, Town Clerk  
James Overton, Finance Director  
Michael Porter, Town Attorney  
Jon Rorie, Town Manager

**1. Call to order**

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

**2. Invocation and Pledge of Allegiance**

Commissioner Marvin Lackman gave the Invocation and led the Pledge of Allegiance.

**3. Additions or Deletions**

Mayor Anthony requested to amend the agenda by going into Closed Session followed by Open Session.

**4. Approval of Agenda**

**Action:** Motion to approve the October 2, 2024, Special Meeting agenda with amendments.

**Motion by:** Mayor Pro Tem Cooper

**Second by:** Commissioner Palacios

**Vote:** Unanimous

## **5. Closed Session**

**Action:** Motion to approve to go into Closed Session pursuant to NCGS §143-318.11(a)(3) – Attorney-Client Privilege and pursuant to NCGS §143.318.11(a)(4) – Economic Development.

**Motion by:** Commissioner Thompson

**Second by:** Commissioner Lackman

**Vote:** Unanimous

**Action:** Motion to approve to come back into Open Session. No action was taken.

**Motion by:** Mayor Pro Tem Cooper

**Second by:** Commissioner Thompson

**Vote:** Unanimous

Town Attorney Michael Porter was excused from the rest of the meeting at 7:47 pm.

## **6. Open Session – Policy Committee meeting to discuss comprehensive personnel policies**

Mr. Rorie addressed the Board and emphasized the need to update the personnel policy of the Town as it had not been significantly revamped since 1999. Mr. Rorie stated that the policies must be comprehensive and reflective of contemporary conditions and posited that statutory and legislative mandates predominantly drive them. Furthermore, budget items were noted as one of the few exceptions under the Board's control.

Commissioner Chadwick entered Open Session at 7:59 pm.

Mr. Rorie expounded on the importance of performing routine discussion and revisions concerning personnel policies, with segments covering various aspects, including financial policy, Fund Balance policy, statutory compliance, personnel development, merit pay, performance reviews, attendance, drug testing, inclement weather policies, exempt vs. non-exempt employee elaborations, uniform allowances, holiday management, and employee recruitment initiatives. They stressed ensuring equitable arrangements promoting a dynamic organizational structure.

Concerns regarding performance review biases and precedents where merit-based systems previously led to discontent. Concerns were cited regarding policies involving safety, drug testing, performance expectations, employee compensation, holiday allotments, and professional development pathways.

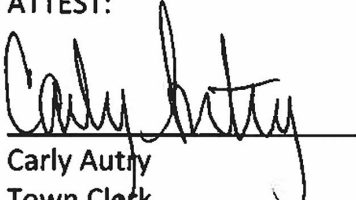
The Board engaged actively, deliberating secondary requisite facets such as:

Input from Mayor Anthony and the Board dealing with preferred holidays, Presidents' Day alternatives, and feedback notations open for comment over the following month. Mr. Rorie finalized with expectations to deploy timely responses and appraisals backed by sufficient inputs provided by the Board to harness constructive advancements.

**7. Adjournment**

**Action:** There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 8:36 pm.

ATTEST:

  
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Carly Autry  
Town Clerk



  
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Kia Anthony  
Mayor