

Town of Spring Lake
Special Meeting of the Board of Commissioners
Virtual – Zoom

May 1, 2026

MINUTES

4:15 pm

The Spring Lake Board of Commissioners held a Special Meeting Virtual via Zoom with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Fredricka Sutherland
Commissioner Tony Burgess
Commissioner Soña L. Cooper
Commissioner Jackie Jackson
Commissioner Adrian Thompson

Others Present:

Carly Autry, Town Clerk
Dennis English Jr., Interim Town Manager
James Overton, Finance Director
Fire Chief Jason Williams, Town of Spring Lake Fire Department

1. CALL TO ORDER

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

2. OPEN SESSION – Manchester Fire District – Resolution 2026-21; A Resolution of the Town of Spring Lake Board of Commissioners Accepting the Cumberland County Proposal for the Reopening and Provision of Fire Protection Services for the Manchester Fire District

Mayor Anthony thanked those in attendance for taking time to participate in the meeting and noted that the purpose of the item was to consider Resolution 2026-21, a Resolution of the Town of Spring Lake Board of Commissioners accepting the Cumberland County Proposal for the Reopening and Provision of Fire Protection Services for the Manchester Fire District. She stated that the Board would be taking action on the Resolution and invited any questions. Mayor Anthony also offered Mr. English the opportunity to provide a brief overview of the Resolution prior to the vote.

Mr. English stated that the agreement reflects the Town's annual arrangement to manage the Manchester Fire District under the operation of its fire stations and the leadership of Chief Jason Williams. He explained that the agreement allows the Town to receive annual revenues estimated at approximately \$647,507, along with an additional \$50,000 payment from Cumberland County for rescue response services.

Mr. English further noted that he had recently met with Chief Williams, who indicated that the initial payment was forthcoming. He added that the agreement establishes a minimum funding level of \$600,000 annually and stated that, based on information provided by Chief Williams, the agreement cannot be terminated.

Mayor Pro Tem Sutherland inquired about specific details regarding the contract.

Mr. English provided clarification on the contract duration, explaining that the agreement extends through June 30, 2029. He emphasized the critical nature of fire protection services, stating that after speaking with Chief Williams, this type of service would not be interrupted. Mr. English assured the Board that while they wanted to maintain proper contract terms as a formality, the fire services would continue beyond 2029, extending as long as the Town serves that district, because fire services are essential and cannot be stopped.

Mayor Anthony provided further explanation about the three-year contract terms, noting this was the standard duration for fire service protection contracts. She explained that the three-year cycle allows for periodic review to ensure costs haven't increased significantly and to address any additional funding requirements that might arise.

Action: Motion to approve Resolution 2026-21; A Resolution of the Town of Spring Lake Board of Commissioners Accepting the Cumberland County Proposal for the Reopening and Provision of Fire Protection Services for the Manchester Fire District.

Motion by: Mayor Pro Tem Sutherland

Second by: Commissioner Cooper

Vote: Unanimous

Work Log

Mayor Anthony addressed administrative matters related to work reporting procedures. She mentioned that they had previously planned to discuss a work log for Mr. English but suggested submitting it via email instead to streamline the process and allow for proper publication.

Mayor Anthony proposed postponing the log discussion for approximately one (1) week to allow time to determine the exact details they wanted included in the reporting format. Once these details were finalized, Mr. English could begin the formal reporting process.

Mr. English contributed to this discussion by referencing his consulting experience prior to his Interim Town Manager role. He mentioned that he maintained a log for his consulting business and expressed willingness to adapt a similar format for his current position. He clarified that his reporting would not be hour-by-hour detail but would show general work activities and time allocation.

Mayor Anthony supported this approach, comparing it to the reporting style used by the Town Attorney Michael Porter, who provides general work descriptions with time quantities rather than detailed hourly breakdowns. She emphasized that the format would show work accomplished and quantified time without requiring minute-by-minute documentation.

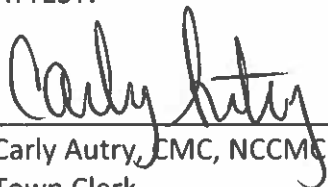
Mayor Anthony offered to have Attorney Porter send over his log format as an example, demonstrating that the reporting expectations were reasonable and practical rather than overly detailed.

Mayor Pro Tem Sutherland expressed relief at this clarification, admitting she had initially thought the requirement would involve documenting every minute and step of daily activities, which she felt would be excessive.


3. ADJOURNMENT

Action: There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 4:21 pm.

ATTEST:


Carly Autry, CMC, NCCMC
Town Clerk




Kia Anthony
Mayor