

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

January 28, 2007

MINUTES

7:00

p.m.

The Spring Lake Board of Aldermen held a regular scheduled meeting in the Grady Howard Conference Room of the Municipal Complex with Mayor Ethel T. Clark presiding.

**Board Members Present:** Mayor Pro-Tem James O'Garra  
Alderwoman Fredricka Sutherland  
Alderman Richard Higgins  
Alderman Napoleon Hogans  
Alderman Jack Vannoy

**Others Present:**

Larry Faison, Town Manager  
Allen Coats, Finance Director  
Robert Doberstein, Fire Chief  
Paul Hoover, Director of Inspections  
Tom Spinks, Planning & Zoning Director

A.C. Brown, Police Chief  
Debbie Disbrow, Human Resources Officer  
Daniel Gerald, W&WR Director  
Ken Metcalf, Recreation Director  
Rhonda Webb, Town Clerk

**2. Invocation.**

Alderman Higgins gave the Invocation.

**3. Pledge of Allegiance.**

Mayor Clark led the meeting in the Pledge of Allegiance.

**4. Additions or Deletions to Agenda and Approval of Agenda and Consent Items.**

The Board approved the agenda and approved the minutes of the January 14, 2008 Board Meeting. They also approved Recreation Advisory Board appointments for David Roberts and Rex Perry for a term to expire November 30, 2010.

**Motion by:** Alderman Higgins  
**Second by:** Alderwoman Sutherland  
**Vote:** Unanimous

(A copy of the agenda and consent items is hereby incorporated by reference and made

a part of these minutes – see attachment one.)

**5. Presentations**

**a. Murchison Road Improvement Briefing.**

Mr. Jay McInnis, project engineer with the North Carolina Department of Transportation gave a PowerPoint presentation overview of TIP Project U-4444, the widening of Murchison Road. He stated that this is the planning stage. He offered a proposed time line for certain things to happen such as, environmental assessment in May 2008, a Public Hearing in July or August 2008. The project is divided into two sections: A – outer loop to Honeycutt (estimated construction beginning 2009), B – Honeycutt to Hwy 210 (this portion is not funded). He stated that the military will pay an estimated 13.2 million dollars and the State will pay between 8 million to 9 million dollars. He announced that a public input session is scheduled for February 4, 2008 from 4:00 p.m. until 7:00 p.m. at the Spring Lake Town Hall. The preliminary design will be on display and he will explain some of the enhancements and changes.

Mayor Clark expressed concern about the school kids that must walk to school and cross Bragg Boulevard. She does not want that factor to be forgotten.

**6. Public Forum.** No one spoke at the public forum.

**7. New Business.**

**a. Plat & Plan Case No. 07-199, Subdivision Review.**

Mr. Spinks presented Case No. 07-199 as a waiver request to grant a waiver from the requirements of installing 446.90 feet of sidewalk along West Manchester Road which is within the Town of Spring Lake Municipal Influence Area. He requested that the Board not approve the request. Ms. Speicher from the Cumberland County Joint Planning Board stated that they will not make a recommendation on waivers until they know the Boards desire.

**Action:** The Board approved a motion to not approve the proposed request.

**Motion by:** Alderman Hogans

**Second by:** Alderman Vannoy

**Vote:** Unanimous

**b. Plat & Plan Case No. 08-002, Group Development Review.**

Mr. Spinks stated that this review is for the second phase of Village on the Lakes. The Spring Lake Plan Review Committee has reviewed the plans and recommends approval. Ms. Speicher advised that street naming is a process that takes a minimum of ten days and wanted the applicant to be aware of that.

**Action:** The Board approved a motion to approve Case 08-002 with conditions as outlined.

**Motion by:** Alderman Hogans  
**Second by:** Alderwoman Sutherland  
**Vote:** Unanimous

(A copy of the conditions is hereby incorporated by reference and made a part of these minutes – see attachment two.)

**c. Resolution, NCSTEP Grant Application.**

Mr. Faison presented a Resolution supporting applying for grant funds that would support development of a comprehensive economic development strategy for the community with particular interest in the Central Business district. The Rural Center launched the Small Town initiative to bring greater prosperity and improved quality of life for those experiencing hardship posed by business closings and layoffs, devastation from natural disasters or persistent poverty. The initiative focuses on incorporated places with less than 10,000 population. The application deadline is February 15, 2008. He requested the Board to approve the Resolution authorizing application for the Rural Center's NCSTEP program.

**Action:** The Board approved a motion to approve the NCSTEP Grant Application Resolution.

**Motion by:** Alderman Higgins  
**Second by:** Mayor Pro Tem O'Garra  
**Vote:** Unanimous

(A copy of the Resolution is hereby incorporated by reference and made a part of these minutes – see attachment three.)

**d. Proclamation, Black History Month.**

The Town Clerk read a Proclamation for Black History Month 2008.

**Action:** The Board approved a motion to endorse the Mayor's Proclamation.

**Motion by:** Alderman Hogans  
**Second by:** Alderman Vannoy  
**Vote:** Unanimous

(A copy of Proclamation is hereby incorporated by reference and made a part of these minutes – see attachment four.)

**e. Purchase Policy Amendment.**

Mr. Coats presented an amendment to the Purchasing and Contracting Policy. He stated that the policy as is does not allow for emergency situations. The amendment provides a process for the expenditure of Capital Outlay Funds in an emergency situation. Currently, if an emergency arises the process is to get Board approval before expending funds designated for another Capital project. In the case if a

recent emergency, a decision to expend Capital funds was needed immediately. This amendment will allow the Manager to expend Capital funds, in an emergency situation only, and advise the Board of his actions after the fact. This amendment applies only to situations that would adversely affect the health, safety, or welfare of the Town or its citizens.

Mr. Jackson asked if these expenditures are coming out of an already appropriated fund. Mr. Coats stated that it is. This amendment does not allow the Manager to spend outside the budget. This is not new money. It is allowing the Manager to take funds from an approved Capital Outlay, defer that item and reallocate the funds to cover the cost of the emergency. He then must report his actions to the Board.

Mr. Faison advised that the SCADA system (a water tank monitoring system) is an example of the type of emergency that this provision would be used for. The Town's water monitoring system broke and due to its age was not fixable. Without a monitoring system on the water tank we are unable to monitor the water tank and can not detect large leaks.

Mr. Jackson asked about the SCADA contract. He did not understand asking for a policy change for an emergency when the contract has not been signed. His concern is that the contract is not on the agenda to approve.

Mayor Clark asked about the process of contracts for under \$30,000. Do they have to come before the Board? Mr. Jackson replied that unless the authority has been given to the Manager to enter into those or it is not an appropriated line item it must come before the Board.

**Action:** The Board approved a motion to approve the purchasing policy amendment and Resolution.

**Motion by:** Alderman Higgins

**Second by:** Mayor Pro Tem O'Garra

**Vote:** Unanimous

(A copy of policy and Resolution is hereby incorporated by reference and made a part of these minutes – see attachment five.)

**f. Ordinance Amendment, Water and Sewer Corporate Accounts.**

Mr. Coats presented an amendment to the Water and Sewer Ordinance to create Corporate Water Accounts. This amendment also changes the fee schedule. This change would allow apartment managers to place a single deposit with the Town to cover their numerous corporate services that they are responsible for paying. This will allow a complex to turn the water off for one apartment with only a fee for turn off and a fee to turn it back on, but they will not have to pay the deposit again.

Alderman Hogans expressed concern about losing money on the deposits. Mr. Coats explained that the deposits are higher and based on the number of units that the complex has. Also, the water is billed at the commercial rate.

Mayor Pro Tem O'Garra stated that we are growing and this is one way we keep up with growth.

Mr. Jackson asked if the deposit would cover the cost if everyone left without paying the minimum bill and it was determined that it would not. He asked for clarification on multiple units.

Mayor Clark asked where the Ordinance states that they pay corporate rates and Mr. Coats stated that it does not specifically state that. Mayor Clark requested to put that in the fee schedule.

Alderman Hogans asked about the urgency of approving this tonight. It was determined that all the changes needed will be made and brought back before the Board at their next meeting. Mr. Faison stated that we will withdraw this item for Board action and bring it back at the next meeting.

**g. Budget Amendments.**

**a. Police Department Re-organization.**

Mr. Coats presented budget amendment #16 to reallocate \$22,500 funds budgeted for the replacement of the Town Manager's vehicle and move them to the Police Department's salary line along with the appropriation of additional \$17,500 fund balance as part of the reorganization plan established by the Manager and Police Chief.

**Action:** The Board approved a motion to approve budget amendment #16.

**Motion by:** Alderman Higgins

**Second by:** Alderman Vannoy

**Vote:** Unanimous

(A copy of budget amendment #16 is hereby incorporated by reference and made a part of these minutes – see attachment six.)

**b. Road Paving.**

Mr. Coats presented budget amendment #17 to budget additional Powell Bill funds received and reallocate water and sewer street repair funds for the inclusion of Hunting Bay Drive in the annual resurfacing project. Due to numerous utility cuts recently made, Hunting Bay Drive is in need of a complete resurface. There will be a change order to follow.

**Action:** The Board approved a motion to approve budget amendment #17.

**Motion by:** Alderwoman Sutherland  
**Second by:** Alderman Higgins  
**Vote:** Unanimous

(A copy of budget amendment #17 is hereby incorporated by reference and made a part of these minutes – see attachment seven.)

**h. Project Ordinance, Walking Trail Budget.**

Mr. Coats presented a project Ordinance to establish a Fit Community Walking Trail Budget.

**Action:** The Board approved a motion to approve the Ordinance.  
**Motion by:** Alderman Higgins  
**Second by:** Alderwoman Sutherland  
**Vote:** Unanimous

(A copy of Project Ordinance is hereby incorporated by reference and made a part of these minutes – see attachment eight.)

**9. Board and Staff Comments:**

**Alderwoman Sutherland**

1. Thanked the Mayor for the birthday card. It means a lot to her.
2. She requested to be moved from the “hot seat” and take her place elsewhere at the Board table.

**Alderman Vannoy**

1. Thanked the staff for all the effort they put into the briefing.

**Mayor Pro Tem O’Garra**

1. Representative Marvin Lucas has expressed a request for the Town to look at a problem on Deerfield Drive. There is a hole in the roadway.
2. The bridge on Hwy 87 is a dangerous place to try to walk. He would like someone to look into this situation.
3. Glad to see everyone here tonight.

**Alderman Higgins**

1. Thanks for the work on the briefing.

**Mr. Faison**

1. Monday, February 4, DOT will be doing their community forum from 4 pm to 7 pm. This is an opportunity to meet one on one. Feedback to the Board will help us frame additional comments to the DOT staff.

2. Tuesday, February 5, staff briefs with the remainder of the staff.
3. February 13<sup>TH</sup> and 14<sup>TH</sup> , Board's retreat. Meet at Town Hall at 8:30. We will go jointly to dinner on the 13<sup>th</sup>.

**Mr. Jackson**

1. Apologized for being late this evening.

**Mayor Clark**

1. Appreciates all the work that the staff has put into these presentations. Monday, February 4, DOT will be doing their community forum from 4 pm to 7 pm. This is an opportunity to meet one on one. Feedback to the Board will help us frame additional comments to the DOT staff.
2. Tuesday, February 5, staff briefs with the remainder of the staff.

**10. Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 8:25 p.m.

**Motion:** Alderman Vannoy

**Second by:** Alderman Higgins

**Vote:** Unanimous

Rhonda D. Webb, CMC  
Town Clerk

**ATTEST:**

Ethel T. Clark  
Mayor