

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

November 23, 2009

MINUTES

7:00

p.m.

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

**Board Members Present:** Mayor Pro Tem James O'Garra  
Alderman Richard Higgins  
Aldерwoman Fredricka Sutherland

Alderman Napoleon Hogans was absent.  
Alderwoman Nellie McCoy was absent.

**Others Present:**

Alderman-Elect James Christian  
Allen Coats, Interim Town Manager  
Daniel Gerald, W&WR Director  
Rhonda Webb, Town Clerk

Alderwoman-Elect Debora Hudson  
John Jackson, Town Attorney  
Tina West, Interim Finance Director

**2. Invocation.**

Mayor Pro Tem O'Garra gave the invocation.

**3. Pledge of Allegiance.**

Mayor Clark led the meeting in the pledge of allegiance.

**4. Additions or Deletions to Agenda**

There were no additions or deletions to the agenda.

**5. Approval of Agenda and Consent Items.**

The Board approved the agenda and approved the consent items: Minutes of the November 9, 2009 Board Workshop, November 9, 2009 Regular Board Meeting and Community Appearance Commission Appointments.

**Action:** The Board approved the agenda and consent items.

**Motion by:** Alderman Higgins

**Second by:** Alderwoman Sutherland

**Vote: Unanimous**

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

**6. Public Forum**

No one spoke at the Public Forum.

**7. Presentation**

**a. Annual Audit Report FYE June 30, 2009.**

Mr. Coats introduced Mr. Vance Harritan from Thompson, Price, Scott, Adams & Company who presented the audit. He stated that the Town's financial situation is better than it was last year. The Town's Fund Balance is going up. We are at 19.04% as of June 30, 2009.

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

**b. Special Events Permitting.**

Mr. Metcalf presented the proposed policy for special events permitting. This policy will govern the procedures for the use of recreation facilities of the Town of Spring Lake. The policy will be brought back before the Board for approval in January 2010.

**8. New Business**

**a. Bid Award, Tank Mixer.**

Mr. Gerald presented a resolution accepting the bid from Water and Waste Systems and authorizing the Manager and Finance Director to issue a purchase order. The low bid was \$55,000.

**Action:** The Board approved a motion to approve Resolution (2009) 33 and have the Town Attorney review and approve the contract and all bonds.

**Motion by:** Alderwoman Sutherland

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

**Vote:** Unanimous

(A copy of the agenda memo, engineer's memo, bid tabulation sheet and Resolution (2009) 33 is hereby incorporated by reference and made a part of these minutes – see attachment three.)

**b. Capital Improvement Plan, Water.**

Mr. Gerald requested that the Board approve the Water Resources Department Capital Improvement Plan that is required by the Division of Environment and Natural Resources.

**Action:** The Board approved a motion to adopt the Water and Sewer Fund Capital

Improvement plan.

**Motion by:** Alderman Higgins

**Second by:** Alderwoman Sutherland

**Vote:** Unanimous

(A copy of the agenda memo and Capital Improvement Plan is hereby incorporated by reference and made a part of these minutes – see attachment four.)

**c. December 28, 2009 Board Meeting Schedule.**

Mayor Clark presented the Board with the options for the second meeting in December. The Board typically cancels this meeting.

**Action:** The Board approved a motion to cancel the second meeting in December and call a special meeting if needed.

**Motion by:** Alderman Higgins

**Second by:** Alderwoman McCoy

**Vote:** Unanimous

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

**9. Board and Staff Comments:**

**Alderwoman Sutherland**

- Thanked everyone for coming out.
- Thanked Jackie Jackson and Darlene Brantley for stepping up to the plate to join the Appearance Commission
- Has two turkeys to give away if anyone knows someone who needs a turkey for Thanksgiving.

**Alderwoman Sutherland**

- Commended Finance Department for a good audit and commended the Finance Director for the excellent job he did as Interim Town Manager.
- Good to see everyone out tonight.
- Happy Thanksgiving – eat a lot but don't get too miserable.
- Thanked Michael for coming to Woodland West community watch and already getting out in the community.

**Mayor Pro Tem O'Garra**

- Worked with Ken Metcalf and delivered about 10 turkeys to the schools today.
- Glad everyone came out tonight.
- Enjoy the Turkey, ham, chitlins', collard greens, etc. have a Happy Thanksgiving.

**Mr. Uskiewicz**

- Thanked the staff for "putting up with me, it has been a whirlwind week".

**Mr. Jackson**

- Welcomed the new Town Manager.
- Complimented Mr. Coats for the job he did as Interim Town Manager. He handled it very well.
- Happy to be here.

**Mayor Clark**

- Thanked Michael for his first full week of work and welcomed him. He is a perfect fit for our Town.
- Commended Allen, he did a superb job as Interim Town Manager and Tina did a superb job as Interim Finance Director. Tina and Rhonda have been doing the HR duties since April of this year and they are really on top of that but we are going to give you a little relief.
- Thanked the ladies for joining the Appearance Commission.
- Thanked faithful citizens for coming to be with us.
- Happy Holidays to everyone.

**10. Adjournment.**

**Action:** There being no further business to come before the Board, the meeting was adjourned at 7:41 p.m.

**Motion:** Alderwoman Sutherland

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

**Vote:** Unanimous

Rhonda D. Webb, MMC  
Town Clerk

ATTEST:

Ethel T. Clark  
Mayor