

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

November 24, 2008

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
Alderman Napoleon Hogans
Alderwoman Nellie McCoy
Alderwoman Fredricka Sutherland

Others Present:

Larry Faison, Town Manager
Alvin Brown, Police Chief
Debbie Disbrow, Human Resources Officer
Ken Metcalf, Recreation Director

John Jackson, Town Attorney
Allen Coats, Finance Director
Danny Gerald, W&WR 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

The Board added a closed session under G.S. 143-318.11(a)(3) Attorney-Client Privilege to the agenda.

Motion by: Mayor Pro Tem O'Garra

Second by: Alderman Hogans

Vote: Unanimous

5. Approval of Agenda and Consent Items.

The Board approved the agenda as amended.

Motion by: Alderman Hogans

Second by: Mayor Pro Tem O'Garra

Vote: Unanimous

The Board approved a motion to approve the minutes from the November 10, 2008 Board workshop and meeting.

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.)

6. Public Forum.

No one spoke at the public forum.

7. New Business.

a. Interlocal Agreement with Cumberland County Board of Education.

Mr. Metcalf presented the Interlocal Agreement and explained that this agreement allows the Town of Spring Lake Recreation Department to use the grounds facilities of Spring Lake schools.

Alderman Hogans asked Mr. Metcalf to briefly talk about the after school programs. Mr. Metcalf stated that the Town discontinued their after school program but Prime Time is still ongoing throughout the schools. We are not involved in transporting children.

Action: The Board approved a motion to approve the Interlocal Agreement with Cumberland County Board of Education.

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

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

b. Resolution Approving Refund of Excess Storm Water Fees Paid.

Mr. Coats presented the resolution and stated that it gives authority to refund money that was collected in error.

Action: The Board approved a motion to pass the Resolution for the rebate of excess storm water fees paid by our residents and commercial properties.

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

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

c. Board of Aldermen Travel Policy.

Mr. Coats stated that the Board had discussed the policy at a workshop previously. There

were a few changes that the Board requested the staff to make. The policy has been changed to incorporate the changes that the Board requested.

Action: The Board approved a motion to approve the Board of Aldermen Travel Policy.

Motion by: Alderwoman Sutherland

Second by: Alderman Hogans

Vote: Unanimous

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

d. Acceptance of Annual Audit Report.

Mr. Allen Thompson presented the year ending June 30, 2008 audit report. He briefly explained the presentation of the audit results. He stated that there were no negative findings and presented an unqualified opinion. The information included financial information for the past three years, analysis of fund balance, analysis of fund balance available, analysis of unreserved and undesignated fund balance of General Fund expenditures, analysis of revenues over (under) expenditures before transfers, cash versus accumulated depreciation, analysis of cash and fund balances, property tax rates, collection percentages, property valuation and levy amount, a break down of General Fund revenues and a break down of General Fund expenditures. He stated that he appreciates the Board allowing his firm to conduct the Town's audit.

Mayor Clark asked about the analysis of unreserved and undesignated fund balance of General Fund expenditures. Mr. Thompson stated that this means the Town has a lower percentage of fund balance available as it relates to total General Fund expenditures.

Mr. Jackson asked about the percentage of reserves that the LGC looks at. Mr. Thompson stated that they are looking at the General Fund fund balance of 1/12 or 8.33% of total General Fund expenditure. That is a minimum target. If you fall below that you will receive a letter. Mr. Jackson asked what the Town's is and it was determined that it is 5.11%. Mayor Clark asked if the 5% has gone up since June and Mr. Coats replied it is holding steady.

Action: The Board approved a motion to accept the annual audit report.

Motion by: Alderwoman Sutherland

Second by: Alderman Hogans

Vote: Unanimous

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

8. Board and Staff Comments:

Alderman Sutherland

- Thanked the Town Manager and the Police Department for coming to the Woodland West Community Watch meeting.
- Thanked Mr. Gerald for the project that the Water Department is working on.
- Thanked everyone for coming out and wished everyone a Happy Thanksgiving.
- Thanked Alderman Higgins for his wisdom and for being on the Board and sharing his knowledge. Appreciate being his colleague.

Alderman Higgins

- Wished everyone a Happy Thanksgiving. We are very blessed and we need to give thanks for that.

Mayor Pro Tem O'Garra

- Happy to be here.
- Mr. Doberstein, that was a lot of work tonight. Thank you for the information.
- Wished everyone a Happy Holiday.

Alderman McCoy

- I am still learning and appreciate citizens' attendance at the meeting.
- Have a nice Thanksgiving and don't eat too much turkey.

Alderman Hogans

- The Holly Hills Community Watch fund raiser was a big success. We reached our target.
- Thanked Mr. Doberstein for his hard work. I learned a lot.
- Complimented the Fire Department and the Manager for answering pointed, on the spot questions. The workshops can get heated and we appreciate staff taking things in stride.
- Happy Thanksgiving to the Board and the citizens.

John Jackson

- Happy to be here.

Mayor Clark

- I am enjoying these workshops. The more we get together the more we really learn

the details of what it takes to run the Town.

- The Annual Tree Lighting Ceremony is scheduled for December 2, 2008 at 6:00 p.m. Ms. Shirley Wilson will be singing and Santa will visit.
- 9. Closed Session, G.S. 143-318.11(a)(3) – Attorney-Client Privilege.**
Action: The Board approved a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) – Attorney-Client Privilege at 7:25 p.m.
Motion: Mayor Pro Tem O’Garra
Second by: Alderwoman McCoy
Vote: Unanimous

Mayor Clark called the meeting back into open session at 7:40 p.m.

10. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned at 7:42 p.m.
Motion: Alderman Hogans
Second by: Alderwoman McCoy
Vote: Unanimous

Rhonda D. Webb, CMC
Town Clerk

ATTEST:

Ethel T. Clark
Mayor