

Town of Spring Lake
Board of Aldermen Special Meeting
Hampton Inn
Spring Lake, NC 28390

February 5, 2018

MINUTES

9:10 a.m.

The Spring Lake Board of Aldermen held a special meeting at the Hampton Inn in Spring Lake with Mayor Larry Dobbins presiding.

Board Members Present: Mayor Pro Tem James O'Garra
Alderman James Christian
Alderwoman Sona Cooper
Alderwoman Jackie Jackson
Alderwoman Fredricka Sutherland (arrived at 9:28 a.m.)

Others Present:
Daniel Gerald, Town Manager Rhonda Webb, Town Clerk

1. Call Meeting to Order

Mayor Dobbins called the meeting to order.

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

2. Invocation

Mayor Dobbins gave the invocation.

3. Pledge of Allegiance

Mayor Pro Tem O'Garra led the meeting in the pledge of allegiance.

4. Business

Economic Development Position for the Town

Alderwoman Cooper expressed concern about hiring someone when we do not know what type of businesses will work in our Town with the new road structure. Mayor Pro Tem O'Garra believes we should hire someone who comes to us with a plan and we should not need to determine the plan for ourselves. Mayor Dobbins stated the person we hire should work closely with the Fayetteville-Cumberland Economic Development Corporation. Alderwoman Cooper stated she spoke to Sanford's Mayor and they have a good model for us to emulate. Mayor Dobbins stated to commission a study to create a plan would likely set up back an entire year. Alderwoman Cooper inquired if the Town has looked at hiring an economic developer on a contractual basis. The Board's consensus was to move forward with hiring an Economic Developer Administrator in the FY 2018-2019 fiscal year. The position will be advertised at the beginning of May 2018 so that the person will be ready to begin work on July 1, 2018.

Police Chief Position

The Board of Aldermen discussed the salary they feel they can afford. There was concern about approving \$92,000 for the Police Chief. The Board agreed they have complete faith in Chief McDuffie but they prefer to negotiate between \$84,000 and \$90,000. Mr. Gerald inquired about offering Chief McDuffie an additional 2 weeks of vacation leave. The Board decided that we do not need to allow non-contractual to negotiate leave time.

Employee Evaluations

The Board of Aldermen requested that Mr. Gerald work on getting the employee evaluation system in place within one month.

Town Hall Hours of Operation

The Board of Aldermen agreed to leave the current working schedule as is.

Recreation Department

Board members expressed concern about unfairness to employees in this Department. The Board of Aldermen's consensus was to have the Recreation Department come up with programs for teenagers. The Board would like for either the Assistant Director or Recreation Director to be on duty at all times. They would like to see the Recreation Department work on getting more sponsorships. The Board inquired about a white Town vehicle with #2 on it that has been parked in the Recreation Department's parking lot for quite a while and they want to know if it is broken down. The Board wants goals and objectives set that include why the Department is not open on holidays. They want a full set of teams for the next upcoming season and the feasibility of opening the Center on Sundays. They also want to know if there is a conflict with the Boys and Girls Club. They also want to know why the concession stand is not being used. Board Members would like to see benches out by the outside basketball courts.

Water Bill Issues

The Board discussed the bills going out late and determined there is not much we can do about the timing of the bills. Mayor Dobbins requested the Mr. Gerald check into the Town having wells again. Alderwoman Sutherland stated the Board was presented with a tiered structure at last year's budget retreat. The Board decided to not address the late fees because they are meant to deter people from paying late.

Spring Lake Chamber of Commerce

Board Members would like to see the Chamber find a different location to work from. They also believe the Chamber is not performing services for the Town that they were contracted to do.

The Board paused the meeting for Lunch.

Professional Town Hall

Mr. Gerald stated employees are working on addressing each other by using Mr. or Ms. There does not need to be too much visiting in people's offices. The image we portray to visitors can set the tone for the entire visit. We need some team building exercises. Department Heads need to provide a monthly update to the Board, one-half of the departments will do so at the first meeting and the rest will do so at the second meeting of the month. Mr. Gerald will determine the two Department Heads he will rotate as acting manager should he away. The Board wants to be kept in the loop when something happens. We need team building and Mr. Gerald is going to find someone to provide the training for employees and Board Members.

Mayor Pro Tem Position

This item was deleted and will be brought up during the 2019 Election.

Bragg Boulevard

The Board discussed the many issues they need addressed concerning the roadway through Town. They wish to meet with NCDOT and Cumberland County Representatives in Senate and House to discuss safety. Ms. Webb will get background info and will set up meeting with everyone.

Public Forum

Water Department's forum will be held on March 15th from 6 p.m. until 8 p.m.

Public Safety's forum will be held on March 27th from 6 p.m. until 8 p.m.

Town Hall Security

The Police Chief is assessing the cameras to determine which ones work and whether we need more cameras. He is also looking to see if we can lock the Finance side. We need to check with the Fire Chief to see if there is an issue with locking those doors. Board Members want to make sure the bank run is escorted by the Police Department. They also want to make sure the bus money is secured and not carried into the building without an escort.

Unauthorized Riders in Town Owned Vehicles

The Board of Aldermen expressed concern about people other than employees riding in a Town owned vehicle. The Board is under the impression that our insurance would not cover these riders and they want to find out if the insurance will and if not what protocol should be followed. Mr. Gerald will handle this.

Spring Lake Transit System Transfer Site Security

The Board of Aldermen discussed the fact that the bus has a new driver who does not break the rules like the other driver did and riders are expecting him to do the way the old bus driver did. The Board wants staff to create a list of rules and make sure riders are aware of the rules. Mayor Dobbins expressed concern about the safety of the transfer location. Mayor Dobbins will speak with Mayor Colvin about the possibility of the FAST Bus System continuing Route 40 into Spring Lake. The Board determined that for now we cannot move the transfer location but we will look at options.

Mr. Cooney and Inspections

Mr. Gerald stated that Mr. Cooney, as an engineer, can perform all inspections the Town needs. He is only allowed to do this for a short period of time. Mr. Cooney is working on getting the licensing the Town will require. Mr. Spinks is going to conduct some inspections for the Town while we get Mr. Cooney up to speed. The Board inquired if Mr. Porter is working for us as Code Enforcement. Mr. Gerald will check on this and report back.

The Board paused for a short break.

Water Operations – Getting the Word Out

Mayor Dobbins suggested that the Board share information they receive from the Town to their friends on social media to help spread the word.

Streets/Roads/Parking Lots

The Board Members would like to see repairs made on Holland Street and South Fifth Street. They discussed speeding on Main Street and on Bragg Boulevard.

(A copy of the 2018 Planning and Goals Checklist is hereby incorporated by reference and made a part of these minutes – see attachment two.)

5. Adjournment

Action: There being no further business to come before the Board, the meeting was adjourned at 8:34 p.m.

Motion: Alderman Christian

Second by: Mayor Pro Tem Dobbins

Vote: Unanimous

Rhonda D. Webb
Rhonda D. Webb, MMC, NCCMC
Town Clerk

ATTEST:

Larry B. Dobbins
Larry Dobbins
Mayor

