

**TOWN OF EAST SPENCER
WORK SESSION FOR
THE BOARD OF ALDERMEN
TUESDAY, APRIL 16, 2019
6:30 PM
BOARD CHAMBERS**

The Work Session of the Board of Aldermen was held in the Aldermanic Chambers of the Municipal Building located on 105 South Long Street in East Spencer, NC. The meeting was called to order by Mayor Mallett at 6:35 P.M.

Members Present:

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|----------------|---------------|
| Tony Hillian, | Alderman |
| Holmes, Dwayne | Mayor Pro Tem |
| Cowan, Curtis | Alderman |
| Noble, John | Alderman |
| High, Deloris, | Alderwoman |

Members Absent:

I. Call the Meeting to Order by Mayor Mallett.

II. Opening Prayer by Mayor Mallett.

III. Pledge of Allegiance

IV. Approval of the Agenda

A motion was made to approve the agenda by Mayor Pro-Tem Holmes; seconded by Alderman Cowan. Motion passes unanimously.

V. **Police Car Purchase** – Chief Hovis and Interim Administrator Conrad

Information: Due to the extensive cost of repair (\$5,800) for the black Dodge Charger and the need for another replacement patrol, the Police Department has found a 2014 Chevrolet Caprice with 70,000 miles for the price of \$7,600, which comes with installed radio, lights, and inmate cage. (The inside equipment is worth \$4,000 in value.) The funds will come from the K-9 account that has not been used since 2017. A budget amendment will be needed to encumber the expense. In addition, the Town will need to surplus the black Dodge Charger and any revenue will be applied back to the K-9 account for future use. ***The black charger will be added to the May 6, 2019 Regular Meeting.***

VI. **Grant Request for CDBG – Neighborhood Revitalization Program and Brownfields Grant Closeout – Grants Manager Sammons and Interim Administrator Conrad**

Information: Town staff has met with representatives from WR Management Consultants about filing a grant request for CDBG funds to the NC Department of Commerce – Rural Economic Development Division. The maximum award for this grant is \$750,000 and would be applied for scattered housing around a defined geography. Town staff and the consultant believe there are housing needs around the Royal Giants Park and the Andrews Street corridor. The project must benefit low-moderate income households and does NOT require a local match. Please see additional information in the one-page handout. A couple public hearings are required before filing the grant. Town staff would propose WR Management Consultants be the lead entity on filing the grant application. In addition, there is a balance in the Brownfields Grant that must be expended this fiscal year and Town staff has been in discussions of how to apply these funds towards marketing for the Rusher property or other economic development opportunities near the interstate. **The board agreed to have a public hearing in May 6, 2019 Regular Meeting.**

VII. **Royal Giants Park Update – Interim Administrator Conrad and Town Staff**

Information: Town staff has been meeting regularly to develop a punch list to complete improvements to Royal Giants Park and the anticipated grand opening on June 1. There is a recent grant award from the Robertson Foundation of \$15,000 to the Town to cover the outdoor furniture at the Splash Pad. Town staff estimates about \$30,000 in the Park and Recreation Department budget and about \$7,000 in the PARTF grant to cover the other anticipated expenses such as the parking lot, sidewalk, and electrical/security cameras. Several tasks are in progress, with the Town's Public Works staff taking the lead on several items in the field.

VIII. **Interim Administrator Update**

- House Bill 570 – a bill in the General Assembly for Water/Wastewater Enterprise Reform, which would create a pool of funds to retire debt for distressed public water/waste water systems.
- House Bill 171 – a bill in the General Assembly to exclude municipalities from the 10 percent cap on satellite annexation. The Town of China Grove has recently requested to be added to the list of municipalities. **The Town will develop a Resolution for the May 6, Regular Meeting.**
- House Bill 399 – a bill in the General Assembly to increase the tax credit for income-producing historic structures and a tax credit for buildings in disaster areas.

- March MPO Meeting at Kannapolis City Hall – endorsement of new East Spencer interchange in regional long-range plans and for NCDOT TIP scoring.
- Interim Administrator Duties, Roles and Responsibilities, and Duties

The information below was discussed.

- Personnel/Town Vacancies
- Town Admin and Department Head Evaluations

Alderman Hillian and Mayor Pro Tem will help assist with this.

- Town Admin *Temporary* Staffing/Backup
- Public Works Interim Supervisor
- Purchasing Policy, Time Sheets, and Financial Oversight
- Waste Management Service
- Town Resurfacing Project
- Joint Task Force to address Water Agreement with City of Salisbury and SRU
- Upcoming Financial Meeting with Auditor (Eddie Carrick), CPA, and Town staff
- Inaugural Food Truck Rally recap and Salisbury Post article
- Rowan Municipal Association Meeting Reminder and RSVP – April 25th @ 6 pm at Trinity Oaks
- Board of Aldermen computer tablets

IX. DRAFT Town CIP – Interim Administrator Conrad and Town Staff

Information: Town staff has been working on a draft Capital Improvement Program (CIP) for review by the Town Board. Most municipalities have some form of a CIP that spans multiple years and provides insight into upcoming expenses that the Town may need to incur. This tool would be new to the Town and information provided to the Board is a first step towards developing a Town CIP. The format, presentation, items, estimates, etc. are all up for discussion by the Board. A CIP does not tie existing or future Boards to the expenditures presented. It is quite frankly a financial planning tool.

X. Adjourn

A motion was made to adjourn by Mayor Pro Tem Holmes; seconded by Alderman Hillian. Motion passes unanimously.


Barbara A. Mallett, Mayor


ShaTaira Bailey, Town Clerk