

Regular Meeting  
February 3, 2025  
STB

105 S. Long St  
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East Spencer, North Carolina  
28039



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**TOWN COUNCIL MEETING**  
**February 3, 2025, 6:30 PM**  
**AGENDA**

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CALL TO ORDER	MAYOR BARBARA MALLET
INVOCATION	ALDERMAN RUSH
PLEDGE OF ALLEGIANCE	MAYOR BARBARA MALLET
WELCOME	MAYOR BARBARA MALLET

**Present: Mayor Barbara Mallett Board Members: Mayor Pro Tem Curtis Cowan, Alderman Albert Smith, Alderwoman Deloris High, Alderman Shawn Rush, Alderman George Jackson, Alderman Dwayne Holmes. Town Manager Michael Douglas, Town Clerk, ShaTaira Bailey, Town Attorney Thomas Brooke.**

Absent:

***Mayor Mallett read a proclamation for Black History Month.***

***APPROVE MINUTES of regular meetings on January 13, 2025. A motion was made to approve the January 13, 2025 meeting minutes by Alderman Rush; seconded by Alderman Smith. Motion passes unanimously.***

***PUBLIC COMMENT Please note that comments shall be limited to five minutes and the Town Council reserves the right not to act on requests first presented this evening.***

***➤ Mary Cooper – Just wanted to thank the board for her award.***

**NEW BUSINESS**

- 1. Black History Month Proclamation**  
***Was read at the beginning of the board meeting by Mayor Mallett***
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2. Swear in Ceremony

**A swearing in ceremony for officers is an event where officers promise to uphold their duties, be loyal, and act with integrity. The ceremony involves the officer reciting an oath of office, which is a promise to support the Constitution and follow the law. Mayor Mallett swore in officer Geddis Johnson.**

3. Adopt Records Retention & Disposition Schedule

**The records retention and disposition schedules and retention periods governing the records series listed herein are hereby approved. This approval extends to and includes the following standards in the 2021 General Records Schedule: Local Government Agencies: 1. Administration and Management Records 2. Budget, Fiscal, and Payroll Records 3. Geographic Information System Records 4. Human Resources Records 5. Information Technology Records 6. Legal Records 7. Public Relations Records 8. Risk Management Records 9. Workforce Development Records. A motion was made to approve the schedule by Alderman Smith; seconded by Alderman Rush. Motion passes unanimously.**

4. Water Discussion

**Brandon Inscore from WithersRavenal will give an overview of the Asset Inventory Assessment that was done as part of the VUR. Mr. Douglas explained that even if we use the entire 13.6 million the problem would not be fixed. He explained that infrastructure is expensive. Mayor Mallett, Alderman Rush both had a few questions and comments.**

5. Sell of Property (Property on E. Geriod Street) Parcel ID (026 338)

**The purpose of this Resolution is to allow the sale of the following properties located at 00 E. Geriod Street East Spencer, NC, 28039 Rowan County Tax Parcels # 026 338. Mayor Mallett and Alderman Jackson had a few questions and comments. A motion was made to approve the resolution by Alderman Holmes; seconded by Mayor Pro Tem Cowan. Motion passes unanimously.**

6. Manager Comments

**Mr. Douglas announced that Isenhour Brick will be closing April 1, 2025.**

7. Council Comments

**Alderman Jackson, Alderman Smith, Alderwoman High and Mayor Pro Tem Cowan had a few questions.**

ADJOURNMENT

**A motion was made to adjourn by Mayor Pro Tem Cowan; seconded by Alderman Smith. Motion passes unanimously.**

  
Barbara A. Mallett, Mayor

  
ShaTaira Bailey, Town Clerk