

**TOWN OF EAST SPENCER  
WORK SESSION FOR  
THE BOARD OF ALDERMEN  
TUESDAY, MAY 21, 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:

Barbara Mallett,	Mayor
Tony Hillian,	Alderman
Noble, John	Alderman
High, Deloris,	Alderwoman

Members Absent:

Holmes, Dwayne	Mayor Pro Tem
Cowan, Curtis	Alderman

- I. **Call the Meeting to Order by Mayor Mallett.**
- II. **Opening Prayer by Mayor Mallett.**
- III. **Pledge of Allegiance**
- IV. Approval of the Agenda. ***Motion was made to approve the Agenda by Alderman Noble; seconded by Alderwoman High. Motion passes unanimously.***
- V. **Second Public Hearing on CDBG Neighborhood Revitalization Program Grant**
  - Mayor Mallett opened the floor for comments
  - Close the Floor for commentsMotion to Close Public Hearing – Motion was made by Alderman Noble; seconded by Alderman Hillian. Motion passes unanimously.

VI. **Proposed FY 2019-2020 Town Operating Budget – Interim Administrator Conrad**

**Information:** Town staff has been working on a proposed budget for FY 2019-2020 using line item requests from the Department Heads, CIP requests, comparisons to the previous year's budget, and revenue forecasts from the County Tax Department. This version of the budget is a first cut and staff is prepared for multiple work sessions to review any specific items that the Board would like to pursue.

In addition, the Police Chief would like to review the Town's health insurance benefit to her. She currently uses the VA for all of her medical services and would be interested in receiving a health stipend similar to a phone stipend equivalent to the Town's employee contribution for health insurance in lieu of the coverage benefit. The Town also just received our quotes for renewal of the health insurance from Rick Johnson for the Lifestyle Health Plan (HealthChoice 1500). The rates are very comparable for the next fiscal year and would include a census of 9 full-time employees. The Town does not currently provide health insurance for dependents.

VII. **Proposed Schedule of Fees – Town Planner Morris**

**Information:** The last update to the Town's schedule of fees was in 2008. Town staff has been working on an update to this schedule of fees and would like to present the findings to the Board. This schedule will cover a multitude of services that the Town provides to citizens ranging from manpower to regulatory to rental of facilities. Typically, Town's adopt a new schedule of fees with the annual budget following a public hearing. These fees would be posted on the front counter window for the general public's benefit. There have been service requests that would fall under the proposed schedule of fees, particularly given the beginning of mowing season as well as fee waivers for use of Town facilities like the Park and 1909 East Building.

VIII. **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 in June. There is the recent grant award from the Robertson Foundation of \$15,000 to the Town to cover expenses associated with the bath house and outdoor furniture at the Splash Pad. Town staff estimates about \$7,000 in the PARTF grant to cover the other anticipated expenses such as the parking lot, sidewalk, and electrical/security cameras. A recent estimate on securing the bath house of \$3,081, an estimate of \$18,800 for the parking lot, \$8,400 for the bath house repairs, and \$16,580 for the plumber. We are looking for more competitive quotes for the plumber and would like to discuss with the Board. Town staff is also talking to a private donor to cover some of the gap funding and preserve funds in the Parks and Recreation Department to operate the Splash Pad thru the summer.

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 systems.
- Upcoming May MPO Meeting at Kannapolis City Hall
- Interim Administrator Tasks
  - Personnel/Town Vacancies
  - Town Admin and Department Head Evaluations
  - 704 N. Boundary Street deck repair
  
  - CDBG Housing Committee
  - Financial Meeting with the LGC
  - Resurfacing Update – Town Planner
  - Demolition Update – Town Planner
  - Tall Grass Notices – Town Planner

X. Adjourn

**After both Police Chief and Fire Chief spoke on behalf of their budgets for the FY 2019-2020, a motion was made to recess the work session until May 30, 2019 at 2pm to continue looking over the budget by Alderman Noble; seconded by Alderwoman High.**

  
Barbara A. Mallett, Mayor

  
ShaTaira Bailey, Town Clerk