



**Town Council
Regular Meeting
July 18, 2023, at 9:30 a.m.**

**THIS MEETING WILL BE HELD ELECTRONICALLY AND IN PERSON
Please visit www.laurelpark.org for more information**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Comment**
- 4. Approval of the Agenda**
- 5. Consent Agenda**
 - A. June Monthly Report
 - B. Minutes for the May 11, 2023 Closed Session
 - C. Minutes for the June 15, 2023 Work Session
 - D. Minutes for the June 20, 2023 Regular Meeting
 - E. Minutes for the June 20, 2023 Closed Session
 - F. Minutes for the June 27, 2023 Special Meeting
 - G. Minutes for the June 27, 2023 Closed Session
 - H. Tax Collector Charge Resolution
 - I. Resolution for Bank Card Signature
- 6. Old Business**
- 7. New Business**
 - A. Roads Update
 - B. Legislative Update
- 8. Town Manager's Report**
- 9. Department Head Reports**
 - A. Public Works
 - B. Fire Department
 - C. Police
 - D. Administration
- 10. Mayor and Commissioner Comments**
- 11. Adjournment**



TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY

Title of Item: Consent Agenda

Presenter: Mayor J. Carey O’Cain

Attachment(s): Yes/No

- Monthly Report
- Tax Collector Charge Resolution
- Resolution for Bank Card Signature
- Draft Minutes

Summary of Item:

The monthly financial and zoning report from June 2023, Tax Collector Resolution, Resolution for Bank Card Signature and Draft Minutes are attached.

Council Action Requested:

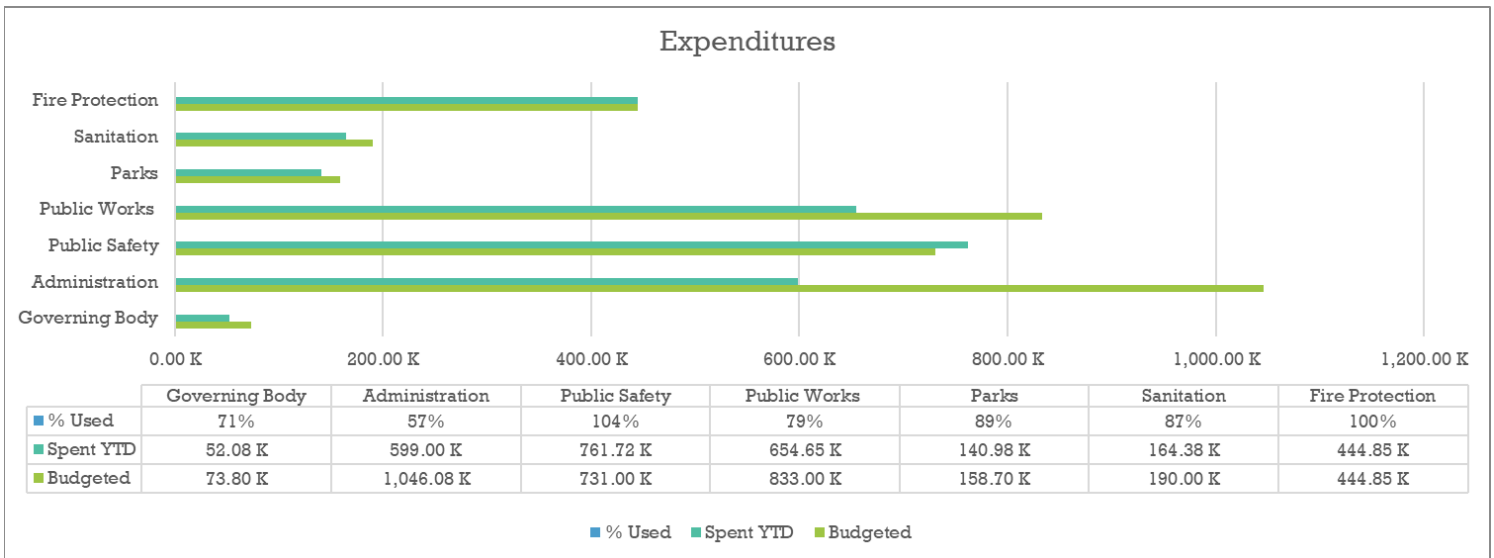
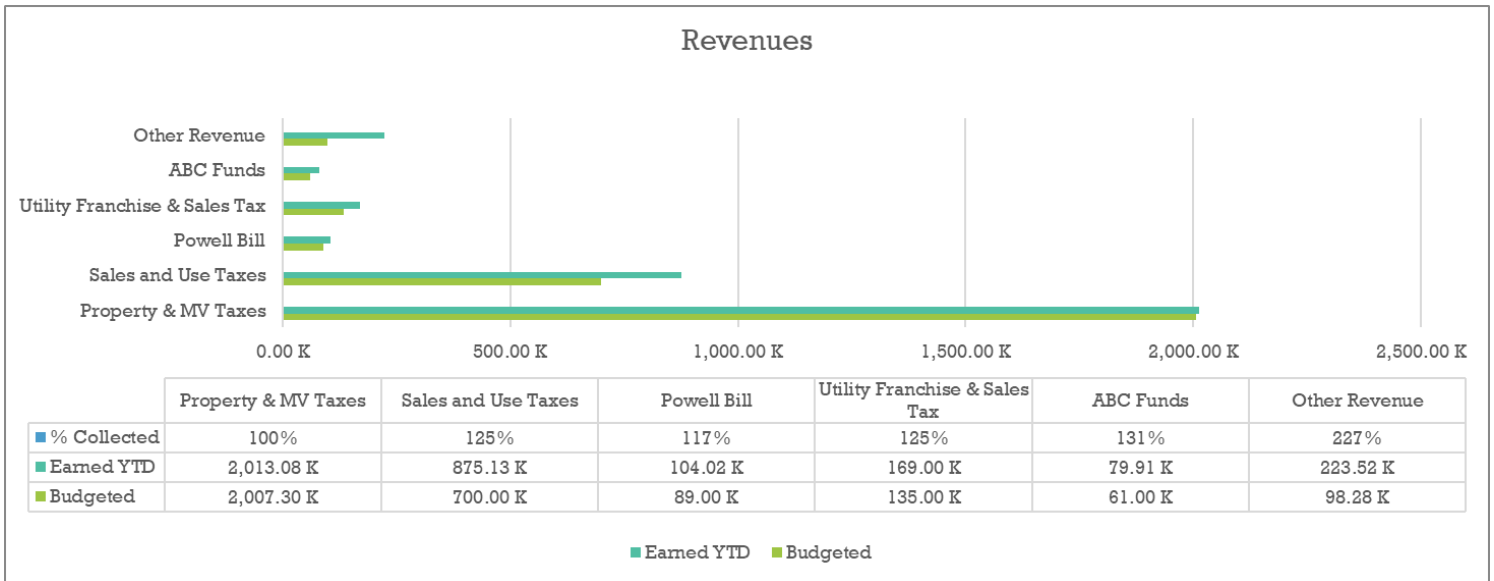
Staff requests the Town Council review the consent agenda.

Suggested Motion:

Move to approve the consent agenda.



June Monthly Report



Tax Collector's Report (June 30, 2023)-

For prior year taxes, a total of \$29735.76 remains outstanding. The Town received \$1685.04 from Henderson County for property taxes collected for August and a total of \$1,855,400.08 since the 2022 bills were mailed. The 2022 tax levy is \$1,867,476.40. The Town currently has a collection rate of 99.665%.



Planning & Zoning

Status of Single Family Residential Dwellings (SFRD)

PERMIT #	ADDRESS/LOT #/ZONE	OWNER/BUILDER	STATUS
2021-13	3149 LP Hwy	Sigfrid Della Valle	NC
2021-19	212 Beechwood	Jennifer Yost	UC
2021-40	276 Roberts Dr.	Chris Miller	NC
2022-23	74 Indian Woods Trl	Jon Skillman	UC
2022-31	10 Fawn Turn Ln	Sigfrid Della Valle	UC
2022-38	209 Ficker Cir.	Sarah Adams	HCBP
2022-44	945 Somersby Pkwy.	Matt Padula	HCBP
2023-4	200 Rowland Dr.	Loyd Alexander	LPZCP
2023-5	PIN# 9548467175/Clays Cv.	Josh Youngblood	LPZCP

Status Legend

LPZCP = Laurel Park Zoning Compliance Permit

HCBP = Henderson County Building Permit

UC = Under Construction

NC = Nearly Complete

Monthly Permits Other Than SFRD

Deck	0
Sign	0
Fence	1
Additions or Remodel	2
Accessory Use or Structure	0
Total for June	3

**RESOLUTION
TAX COLLECTOR CHARGE FOR 2023 TAXES**

WHEREAS, the Machinery Act of North Carolina allows for the collection of taxes on all real and personal property located within the municipality; and

WHEREAS, the Laurel Park Town Council adopted a tax rate of \$0.395 per \$100 dollars valuation for the 2023-2024 tax year.

NOW, THEREFORE, BE IT RESOLVED BY THE LAUREL PARK TOWN COUNCIL THAT:

The Tax Collector for the Town of Laurel Park is hereby authorized, empowered, and commanded to collect the 2023 taxes set forth in the tax records filed in the office of the Henderson County and in the tax, receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Laurel Park, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 18th day of July 2023.

J. Carey O’Cain
Mayor

ATTEST:

Tamara Amin, CMC, NCCMC
Town Clerk

**RESOLUTION
GOVERNMENTAL ENTITY**

FIRST BANK

GOVERNMENTAL ENTITY NAME AND ADDRESS

TOWN OF LAUREL PARK
441 WHITE PINE DR
LAUREL PARK, NC 28739

This Resolution supersedes all previous Resolutions, effective July 14, 2023.

DATE OF RESOLUTION	ACCOUNT NUMBER	Tax Identification Number
March 8, 2023	DD 2141055814	XX-XXX3436

By signing below, I certify to FIRST BANK ("Financial Institution") that: I am the Certifier of the above named Governmental Entity ("Entity"), validly chartered and operating under the laws of the State of North Carolina; the following is a true and complete copy of the Resolution, properly adopted at a duly called open legal meeting of the officers of the Entity held on March 7, 2023 in accordance with the charter of the Entity, if any; this Resolution is contained in the minutes of that meeting and that such Resolution is still in force and effect and has not been amended or rescinded, and was and still is in accordance with the charter of the Entity, if any; the Financial Institution has been provided a true and complete copy of the charter of the Entity, if any, as in effect as of the date of this Resolution; provided below are the correct names, titles, and genuine signatures of the persons authorized to exercise the powers provided in the Resolution ("Authorized Signers"); and the Financial Institution may rely upon my certification as to my authority to execute this Resolution and to make the representations in this Resolution.

IT IS RESOLVED:

The Authorized Signers shall possess the powers indicated as contained in this Resolution.

DEPOSITORY ACCOUNT. Perform the following activities in regards to the depository account(s) indicated above in the name of the Entity, subject to any terms and conditions governing the account(s), including:

- **Account Opening and Maintenance.** Open and maintain the Entity account(s).
Number of signers required: 01
- **Make Deposits.** Make deposits to the Entity account(s).
Number of signers required: 01
- **Endorsements.** Endorse for negotiation, negotiate, and receive the proceeds of any negotiable instrument, check, draft, or order for the payment of money payable to or belonging to the Entity, by writing, stamp, or other means permitted by this Resolution without the designation of the person endorsing.
Number of signers required: 01
- **Make withdrawals.** Make withdrawals from the Entity account(s) in any manner permitted by the account(s) regardless whether such action will create or increase an overdraft of the involved account.
Number of signers required: 01
- **Transfer Funds.** Transfer funds from the Entity account(s) in Financial Institution to any account whether or not held at this Financial Institution and whether or not held by this Entity and execute any agreements related to such transfers.
Number of signers required: 01
- **Approve, Endorse, Guarantee and Identify Payees.** Approve, endorse, guarantee, and identify the endorsement of any payee or any endorser of any negotiable instrument, check, draft, or order for the payment of money whether drawn by the Entity or anyone else and guarantee the payment of any negotiable instrument, check, draft, or order for the payment of money.
Number of signers required: 01

IT IS FURTHER RESOLVED THAT:

DESIGNATED DEPOSITORY. Financial Institution is designated as a depository for the funds of the Entity and to provide other financial accommodations indicated in this Resolution.

AUTHORIZED SIGNER'S POWERS. Authorized Signers who have Account Opening and Maintenance authority are authorized to make any and all other contracts, agreements, stipulations, and orders which the Authorized Signers may deem advisable for the effective exercise of their powers.

SIGNATURES. The Financial Institution shall be indemnified and held harmless by the Entity for any claims, expenses, damages, or attorney fees resulting from the honoring of any signature, authorized by this Resolution, or refusing to honor any signature not so authorized, regardless of whether or not such signature was genuine, if such signature reasonably resembles the specimen provided to the Financial Institution. The Financial Institution shall also be permitted to rely upon non-signature security and verification codes which it



provides to or receives from an Authorized Signer and shall be indemnified and held harmless by the Entity for any claims, expenses, damages, or attorney fees resulting from their use.

IMPROPER ENDORSEMENT. Any negotiable instrument, check, draft, or order for the payment of moneys not clearly endorsed by an Authorized Signer may be returned to the Entity by the Financial Institution. The Financial Institution, in its sole discretion, alternatively may endorse on behalf of the Entity any negotiable instrument, check, draft, or order for the payment of money not clearly endorsed in order to facilitate collection. Financial Institution shall have no liability for any delay in the presentment or return of any negotiable instrument, check, draft, or order for the payment of money which is not properly endorsed.

DISPOSITION OF FUNDS. When withdrawal or transfer powers are granted to an Authorized Signer, the Financial Institution is directed and authorized to act upon and honor withdrawal or transfer instructions issued and to honor, pay, transfer from, and charge to any depository account(s) of the Corporation, all negotiable instruments, checks, drafts, or orders for the payment of money so drawn when signed consistent with the Resolution without inquiring as to the disposition of the proceeds or the circumstances surrounding the issuance of the negotiable instrument, check, or order for the payment of money involved, whether such negotiable instruments, checks, drafts, or orders for the payment of money are payable to the order of, or endorsed or negotiated by any Authorized Signer signing them or any Authorized Signer in their individual capacities or not, and whether they are deposited to the individual credit of or tendered in payment of the individual obligation or account of any Authorized Signer signing them or of any other Authorized Signer.

PRIOR ENDORSEMENTS. All negotiable instruments, checks, drafts, or orders for the payment of money deposited with prior endorsements are guaranteed by the Entity.

PRE-RESOLUTION TRANSACTIONS. All actions by Authorized Signers in accordance with this Resolution but before the adoption of this Resolution are approved, ratified, adopted, and confirmed by the Entity.

WARRANTY. That the Financial Institution may rely upon the certification as to the Entity authority to execute this Resolution and make the representations in this Resolution.

NOTIFICATION OF CHANGES. The Entity shall notify Financial Institution in writing at its address shown above in advance of any changes which would affect the validity of any matter certified in this Resolution.

REVOCATION AND MODIFICATION. An act ("Act") to modify, terminate, amend or replace this Resolution will not immediately affect the ability of the Financial Institution to rely upon this Resolution. The Act shall not affect any action by the Financial Institution in reliance on this Resolution before the date the Act becomes effective as set forth in the next sentence. An Act will not become effective until all of the following occur: (a) Financial Institution receives written notification of the Act in a form and substance satisfactory to the Financial Institution and (b) the Financial Institution has had a reasonable period of time to act upon such notification. Until the Act is effective, this Resolution shall remain in full force and bind the Entity, its legal representatives, heirs, successors and assigns.



DESIGNATION OF AUTHORIZED SIGNERS

NAME/TITLE	SIGNATURE	AUTHORITY CODE/LIMITATIONS
GEORGE WILLIAM BANTA AUTHORIZED SIGNER		Account Opening and Maintenance; Make Deposits; Endorsements; Make Withdrawals; Transfer Funds; Approve, Endorse, Guarantee and Identify Payees
JOHN ALEXANDER CARMICHAEL TOWN MANAGER		Account Opening and Maintenance; Make Deposits; Endorsements; Make Withdrawals; Transfer Funds; Approve, Endorse, Guarantee and Identify Payees
JORDAN DWAYNE JONES DUPUTY FINANCE OFFICER		Account Opening and Maintenance; Make Deposits; Endorsements; Make Withdrawals; Transfer Funds; Approve, Endorse, Guarantee and Identify Payees
THOMAS KIRK MEDLIN FINANCE OFFICER		Account Opening and Maintenance; Make Deposits; Endorsements; Make Withdrawals; Transfer Funds; Approve, Endorse, Guarantee and Identify Payees
JAMES CAREY OCAIN MAYOR		Account Opening and Maintenance; Make Deposits; Endorsements; Make Withdrawals; Transfer Funds; Approve, Endorse, Guarantee and Identify Payees

By signing this Resolution, I acknowledge reading, understanding, and agreeing to all of its provisions and certify, personally and on behalf of the Entity, that all statements made in this Resolution are true and correct.

JOHN ALEXANDER CARMICHAEL Date
Certifier



GOVERNMENTAL ENTITY NAME AND ADDRESS

TOWN OF LAUREL PARK
441 WHITE PINE DR
LAUREL PARK, NC 28739

This Resolution supersedes all previous Resolutions, effective July 14, 2023.

DATE OF RESOLUTION	ACCOUNT NUMBER	Tax Identification Number
March 8, 2023	DD 2141055733	XX-XXX3436

By signing below, I certify to FIRST BANK ("Financial Institution") that: I am the Certifier of the above named Governmental Entity ("Entity"), validly chartered and operating under the laws of the State of North Carolina; the following is a true and complete copy of the Resolution, properly adopted at a duly called open legal meeting of the officers of the Entity held on March 7, 2023 in accordance with the charter of the Entity, if any; this Resolution is contained in the minutes of that meeting and that such Resolution is still in force and effect and has not been amended or rescinded, and was and still is in accordance with the charter of the Entity, if any; the Financial Institution has been provided a true and complete copy of the charter of the Entity, if any, as in effect as of the date of this Resolution; provided below are the correct names, titles, and genuine signatures of the persons authorized to exercise the powers provided in the Resolution ("Authorized Signers"); and the Financial Institution may rely upon my certification as to my authority to execute this Resolution and to make the representations in this Resolution.

IT IS RESOLVED:

The Authorized Signers shall possess the powers indicated as contained in this Resolution.

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Number of signers required: 01
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Number of signers required: 01
- **Endorsements.** Endorse for negotiation, negotiate, and receive the proceeds of any negotiable instrument, check, draft, or order for the payment of money payable to or belonging to the Entity, by writing, stamp, or other means permitted by this Resolution without the designation of the person endorsing.
Number of signers required: 01
- **Make withdrawals.** Make withdrawals from the Entity account(s) in any manner permitted by the account(s) regardless whether such action will create or increase an overdraft of the involved account.
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IT IS FURTHER RESOLVED THAT:

DESIGNATED DEPOSITORY. Financial Institution is designated as a depository for the funds of the Entity and to provide other financial accommodations indicated in this Resolution.

AUTHORIZED SIGNER'S POWERS. Authorized Signers who have Account Opening and Maintenance authority are authorized to make any and all other contracts, agreements, stipulations, and orders which the Authorized Signers may deem advisable for the effective exercise of their powers.

SIGNATURES. The Financial Institution shall be indemnified and held harmless by the Entity for any claims, expenses, damages, or attorney fees resulting from the honoring of any signature, authorized by this Resolution, or refusing to honor any signature not so authorized, regardless of whether or not such signature was genuine, if such signature reasonably resembles the specimen provided to the Financial Institution. The Financial Institution shall also be permitted to rely upon non-signature security and verification codes which it



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IMPROPER ENDORSEMENT. Any negotiable instrument, check, draft, or order for the payment of moneys not clearly endorsed by an Authorized Signer may be returned to the Entity by the Financial Institution. The Financial Institution, in its sole discretion, alternatively may endorse on behalf of the Entity any negotiable instrument, check, draft, or order for the payment of money not clearly endorsed in order to facilitate collection. Financial Institution shall have no liability for any delay in the presentment or return of any negotiable instrument, check, draft, or order for the payment of money which is not properly endorsed.

DISPOSITION OF FUNDS. When withdrawal or transfer powers are granted to an Authorized Signer, the Financial Institution is directed and authorized to act upon and honor withdrawal or transfer instructions issued and to honor, pay, transfer from, and charge to any depository account(s) of the Corporation , all negotiable instruments, checks, drafts, or orders for the payment of money so drawn when signed consistent with the Resolution without inquiring as to the disposition of the proceeds or the circumstances surrounding the issuance of the negotiable instrument, check, or order for the payment of money involved, whether such negotiable instruments, checks, drafts, or orders for the payment of money are payable to the order of, or endorsed or negotiated by any Authorized Signer signing them or any Authorized Signer in their individual capacities or not, and whether they are deposited to the individual credit of or tendered in payment of the individual obligation or account of any Authorized Signer signing them or of any other Authorized Signer.

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By signing this Resolution, I acknowledge reading, understanding, and agreeing to all of its provisions and certify, personally and on behalf of the Entity, that all statements made in this Resolution are true and correct.

JOHN ALEXANDER CARMICHAEL Date
Certifier



**RESOLUTION
GOVERNMENTAL ENTITY**



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JAMES CAREY OCAIN MAYOR		Account Opening and Maintenance; Make Deposits; Endorsements; Make Withdrawals; Transfer Funds; Approve, Endorse, Guarantee and Identify Payees

By signing this Resolution, I acknowledge reading, understanding, and agreeing to all of its provisions and certify, personally and on behalf of the Entity, that all statements made in this Resolution are true and correct.

JOHN ALEXANDER CARMICHAEL Date
Certifier





**BUSINESS ONLINE USER AMENDMENT
TO BUSINESS ONLINE ENROLLMENT**

Business Online User Amendment Form

- 1. If you have additional personnel and would like them to have online access you may elect, at your own risk and that of your businesses, but not of First Bank's, to request an additional User ID and Password. Accounts to be "entitled" must be listed below. Selections for the entitlement options must be selected.
- 2. You further agree to inform the Bank if the authority over any entitled account decreases. First Bank is not liable if the authority over any account decreases until is it informed of the change in authority using the "Notice" requirements of this Agreement.

COMPANY INFORMATION (all fields are required)	
TOWN OF LAUREL PARK	56-6003436
Company Name	Tax ID Number
USER INFORMATION (all fields are required)	
<input checked="" type="checkbox"/> Add New User <input type="checkbox"/> Modify Existing User <input type="checkbox"/> Delete User	
THOMAS KIRK MEDLIN	828-577-9056
Name	Work Phone
FINANCE@LAURELPARK.ORG	704-207-3918
Email	Cell Phone
Desired User ID	
User ID Requirements	
<i>Please select a User ID between 1-15 characters. It may contain all letters or a combination of letters and numbers and cannot contain spaces. Please select a User ID that you can remember, as you will use this User ID once your account is activated.</i>	
Is this user an Administrative User?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Administrative users have full rights to all accounts, and can add any related accounts/subsidiaries themselves after a Related Account Amendment has been completed.	If Yes, it is not required to complete the remainder of pages 2 and 3.
COMPANY AUTHORIZED SIGNERS	
Authorized Signature	Date
ALEX CARMICHAEL	TOWN MANAGER
Printed Name	Title
Authorized Signature	Date
Printed Name	Title

Make sure to complete pages 2 and 3 to assign accounts and rights for the user, if the user is not an admin. Please complete a new form for each additional user that needs online banking access.

Send your completed form to:

Fax | 910-623-9044
 Email | BusinessSupport@LocalFirstBank.com
 Mail | Please send to your nearest branch, or the branch where the account was opened. Mailing address may be found at www.localfirstbank.com/locations.

Have questions? Call Business Support at 866-435-7208 during regular business hours Monday through Friday, 8 am to 6 pm.
 Branch associates | Please upload the completed form to OnBase under Digital Banking > Additional User Agreement.



**Town Council
Work Session Minutes
June 15, 2023 – 9:30 a.m.**

Mayor O’Cain called the Work Session Council Meeting to order at 9:30 a.m. on June 15, 2023.

The following attended in person at Agudas Israel Congregation, 505 Glasgow Lane, Laurel Park NC 28739:

- Mayor Carey O’Cain
- Mayor Pro Tempore A. Paul Hansen
- Commissioner George W. Banta
- Commissioner Deb Bridges
- Commissioner Kristin Dunn
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Assistant to the Town Manager Jordan Jones
- Police Chief Bobbie Trotter
- Crew Leader Matthew Pearce
- Parks Technician Bryan Hensley
- Fire Chief Tim Garren

The following were absent:

- Public Works Director Brandon Johnson

APPROVAL OF THE AGENDA

Mayor O’Cain asked to add the sewer line discussion to the agenda. Mayor Pro Tem Hansen moved to approve the amended agenda. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

CONSENT AGENDA

Commissioner Banta moved to approve the consent agenda. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

- a. Resolution 2023-4 - The aforesaid resolution is attached to and made part of these minutes as Appendix 1.
- b. Resolution 2023-5 - The aforesaid Resolution is attached to and made part of these minutes as Appendix 2.

PUBLIC HEARING - FISCAL YEAR BUDGET 2024

Commissioner Dunn moved to open the public hearing at 9:31 a.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Town Manager Carmichael went over the Budget Highlights which included:

- 39.5¢ Tax Rate
- 6¢ for Roads
- \$200,000 Additional for Roads
- Radios/Vests/ Rifles
- Electronic Speed Sign
- Trash and Recycling
- 1 Drinking Fountain
- John Deere Tractor 5120
- Bush Hog Mower
- Ditching Bucket for Excavator
- 3 New Leases for PD
- 2 New Leases for Public Works
- Historical Markers
- COLA/Merit
- Highway 64 Project
- \$19,300 for Parks and Greenways Committee

Town Manager Carmichael explained the budget and asked if anyone had any questions. There were no questions.

PUBLIC COMMENT

Jennifer Brown spoke to Council about street roads and parks. Brown continued by saying that parks are equally important as roads and hopes that this is just a one-year pause.

Edward Eaves read a public comment email he sent to the Town.

- c. Eaves Email - The aforesaid Email is attached to and made part of these minutes as Appendix 3.

Jill Meyer spoke about the tremendous increase in spending.

Anne Hartig asked about Town Hall and if the \$309K can be taken out and place elsewhere.

Town Clerk Tamara Amin read Public Comment emails that were received from Edie and David Vreeland, Donald McIntyre, Tom Boyd, and Cindy Rasmussen.

- d. Public Comments - The aforesaid comments are attached to and made part of these minutes as Appendix 4.

Mayor Pro Tem Hansen moved to close the public hearing at 10:02 a.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Commissioner Banta explained that the Town did not pave roads in the previous year, and they combined monies together to get better contract consideration. Commissioner Banta continued by saying Council finds grants and funds like ARPA to help pay for road repairs. He also explained that the Town needs to pay staff a livable wage and that fire protection was the biggest increase.

Commissioner Dunn said Council is a conservatively responsible group with different values. Council needed to prioritize today’s reality and spend where they didn’t anticipate spending.

Commissioner Bridges said she is glad that public input has increased and there is more resident involvement. Commissioner Bridges said that the figures in the budget are not absolute because emergencies come up.

Mayor O’Cain continued by saying the Storms of 2008 cost the Town a quarter million each.

Mayor Pro Tem Hansen said the Council works hard to maintain a great quality of life in Laurel Park. There have been so many tremendous improvements that he listed.

Mayor O’Cain said the Unified Development Ordinance projects the Town’s vision for 40 or 50 years.

NEW BUSINESS

JULY NEWSLETTER

Town Manager Carmichael said every year Council sends out one paper Newsletter in July. The cost has risen, and this year’s quote is \$4,433.93. The question before Council is whether or not to continue the print copies of the July newsletter, or to go all electronic.

Commissioner Banta asked for a show of hands from the residents. Three voted for paper and the rest that were present voted to save the \$5k and just do a digital version.

Mayor O’Cain suggested moving this agenda item for next week when they will vote on the Budget and delay until website interviews.

SEWERLINE DISCUSSION

Mayor Pro Tem Hansen said the contractor is doing a good job with the Stream Restoration Project, but they did have a concern about an 8 inch sewer pipe that crosses the stream. It is more dangerous, and the City of Hendersonville is responsible for the sewer line. The Town needs to step in and find a resolution.

Mayor O’Cain asked Town Manager Carmichael to schedule a meeting with the Lakemoor Management Team, and the City of Hendersonville.

AGENDA REVIEW FOR THE COUNCIL REGULAR MEETING SCHEDULED FOR JUNE 20, 2023

Mr. Carmichael said the Town Council will hold their regularly scheduled Town Council meeting on the third Tuesday of the month, June 20, 2023, at 9:30am. The Town Council reviewed the draft agenda.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Approval of the Agenda**
5. **Consent Agenda**
 - A. **May Monthly Report**
 - B. **Minutes for the May 11, 2023 Work Session**
 - C. **Minutes for the May 16, 2023 Regular Meeting**
 - D. **Minutes for the May 23, 2023 Special Meeting**
6. **Old Business**
 - A. **Website Design**
7. **New Business**
 - A. **Approval of the 2023-2024 FY Budget**
 - B. **Roads Bid**
 - C. **DOT Hwy 64 Property**
 - D. **Fishing Ban**
 - E. **Streetlight**
 - F. **Budget Amendment**
 - G. **State of the Town Dinner**
 - H. **HCC Fireworks**
8. **Town Manager's Report**
9. **Department Head Reports**
 - A. **Public Works**
 - B. **Fire Department**
 - C. **Police**
 - D. **Administration**
10. **Mayor and Commissioner Comments**
11. **Adjournment**

Council asked Staff to add the MOU to the Agenda. Mayor Pro Tem Hansen and Commissioner Banta will meet with Representative Chuck McGrady to discuss the Town's dissatisfaction.

ADJOURNMENT

There being no further business, Commissioner Banta moved to adjourn at 10:44 a.m. Mayor O'Cain asked for discussion; there was none. The motion carried unanimously.

ATTEST:

J. Carey O’Cain, Mayor

Tamara M. Amin, CMC, NCAMC
Town Clerk/Deputy Tax Collector

Date

DRAFT



**Town Council
Regular Meeting Minutes
June 20, 2023 – 9:30 a.m.**

Mayor O’Cain called the Regular Council Meeting to order at 9:29 a.m. on June 20, 2023, in person at Town Hall, 441 White Pine Drive, Laurel Park NC 28739 and electronically through Zoom platform.

The following attended in person at Town Hall, 441 White Pine Drive, Laurel Park NC 28739:

- Mayor Carey O’Cain
- Mayor Pro Tempore A. Paul Hansen
- Commissioner George W. Banta
- Commissioner Deb Bridges
- Commissioner Kristin Dunn
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Assistant to the Town Manager Jordan Jones
- Police Chief Bobbie Trotter
- Public Works Director Brandon Johnson
- Crew Leader Matthew Pearce
- Town Engineer Will Buie

The following were absent:

- Park Technician Bryan Hensley
- Fire Chief Tim Garren

Mayor O’Cain opened the Regular Meeting and led the Pledge of Allegiance.

PUBLIC COMMENT

Mayor O’Cain asked if there was any public comment; there were two.

John Cibulakis asked Council to reconsider voting on the budget and revisit the emails that they all received.

Donald McIntyre reiterated what Mr. Cibulakis said and asked that there be cuts made. Mr. McIntyre said the road situation is not an emergency and would like the Council to look at that again. The roads are not that bad to spend \$1.6 million on and should consider only spending \$600K instead.

APPROVAL OF THE AGENDA

Town Manager Carmichael asked to add the Audit Contract and to the consent agenda, as well as adding the Fee Schedule with Item 7A and including the Interlocal Agreement and Resolution 2023-6 with item 7H.

Commissioner Banta moved to approve the amended agenda. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

APPROVAL OF THE CONSENT AGENDA

- a. May Monthly Report - The aforesaid report is attached to and made part of these minutes as Appendix 1.

Mayor Pro Tem Hansen moved to approve the consent agenda as presented. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

OLD BUSINESS

WEBSITE DISCUSSION/UPDATE

Council interviewed Summit Marketing and Activate Business Solutions.

Mr. Chris Burns from Summit Marketing and Mr. Aaron Means from Activate Business Solutions both presented their proposals for the website upgrade.

Council will discuss this further and decide in July’s meeting.

Mr. Chris Burns joined the meeting at 9:30 a.m. and left at 10:05 a.m.

Mr. Aaron Means joined the meeting at 10:10 a.m. and left at 10:45 a.m.

JULY NEWSLETTER

Council discussed whether or not to continue with a paper newsletter due to the rising costs.

Commissioner Dunn proposed having hard copies at the office and going digital. Commissioner Dunn asked Staff to add an excerpt at the end of the Blackboard message notifying residents that there are hard copies at the office.

Commissioner Dunn moved to go digital for the July Newsletter. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

NEW BUSINESS

BUDGET APPROVAL

Town Manager Carmichael said the budget was prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act and represents the Town Manager’s recommended budget, as prepared with your direction and guidance from individual

conversations, the Council retreat, and the four budget workshops. The budget is balanced and identifies all revenue and expenditure estimates for the fiscal year.

Council reviewed and discussed the proposed FY 2024 Budget. There would be no changes in the Fee Schedule.

Mayor Pro Tem Hansen moved to approve the Fiscal Year 2023-224 Budget Ordinance and Fee Schedule as presented. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

- b. Budget Ordinance 2024-1 - The aforesaid Ordinance is attached to and made part of these minutes as Appendix 2.

AWARD PAVING BID

Town Engineer Will Buie said bids were accepted for the Town of Laurel Park 2022/2023 Paving Project on Thursday, June 1, 2023. The bid opening was properly advertised in the Hendersonville Times News. Four bids were received ranging from a low bid of \$883,560.75 to a high bid of \$1,707,589.75.

The low bid was submitted by Tarheel Paving of Hendersonville. During the tabulation of the bids, we discovered that Tarheel Paving had a math error in the totaling of their bid quantities. The error did not change who was the apparent low bidder for the project. The bid, bid tabulation and the instruction to bidders were all reviewed by the Town Attorney who agreed the actual bid amount submitted by Tarheel Paving was the corrected total for the project. Based on that review, the lowest bidder was Tarheel Paving with a bid amount of \$883,560.75.

Mr. Buie said he understands the Town has interest in also awarding the add/alternate work with the base bid. This would add a total of \$277,178.20 to the base bid amount for a total award of \$1,160,738.95. Note that this award would be contingent upon approval of the proposed FY 23/24 budget and that contract documents would be executed after July 1, 2023.

Council reviewed and discussed the low bidder information.

Commissioner Dunn asked Staff to add all maps as Appendix.

- c. Paving Maps - The aforesaid maps are attached to and made part of these minutes as Appendix 3.

Commissioner Banta moved to award the bid to Tarheel Paving, award the add/alternate work with the base bid, and authorize Town Manager to sign and execute contract documents. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mr. Will Buie left the meeting at 11:06 a.m.

NCDOT/HWY 64 PROPERTY

Town Manager Carmichael said the Town owns property at 1512 Brevard Road (Hwy. 64.) The North Carolina Department of Transportation (NCDOT) has an expansion project along the 64 corridor in Laurel Park. Telics is acquiring property on behalf of the NCDOT.

Council discussed and reviewed Telics proposal.

Mayor Pro Tem Hansen moved to approve Telics easement and right-of-way agreement for \$76,350.00 from DOT and to authorize the Town Manager to sign and execute related documents. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

FISHING BAN

Town Manager Carmichael said the Town Council asked staff to add the fishing ban discussion to the Agenda. Staff is waiting for direction from Council about the proposed ban on fishing that was submitted from Mr. Ian Campbell Horton on April 24, 2023.

Council discussed the fishing ban and said fishing is allowed only with a 12 year old and it is Catch and Release. Council asked Public Works and Police to monitor the situation closely.

Mayor Pro Tem Hansen moved to continue fishing at Rhododendron Lake Nature Park. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

STATE OF THE TOWN DINNER

Town Manager Carmichael said the State of the Town Dinner is usually held annually. It is traditionally held at the Hendersonville Country Club; however, the Club has stated that they are no longer hosting outside events.

Commissioner Dunn said if the Town cannot have it at the Country Club then don’t have it at all since last year’s picnic only had a handful of signups.

Council decided not to have a State of the Town Dinner.

HCC FIREWORKS

Town Manager Carmichael said Mr. Dustin Gosnell has requested Council approval of an 18–20-minute fireworks show at the Hendersonville Country Club on July 2nd. The proposed show would take place between 9:15 and 9:45 PM.

Council reviewed and discussed the proposal from Mr. Dustin Gosnell at Gosnell’s Pyrotechnics. Commissioner Banta moved to approve the request for a fireworks display by Goswell’s Pyrotechnics at the Hendersonville Country Club on July 2nd. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Crew Leader Matt Pearce joined the meeting at 11:17 am.

EMERGENCY PAID SICK LEAVE POLICY

Town Manager Carmichael said the Town currently provides eligible employees with emergency paid sick leave under certain conditions. All employees who are fully vaccinated for COVID-19 or those that have a medical or religious exemption are eligible for emergency paid sick leave. Full-time employees are eligible for up to 80 hours of pay at their regular pay rate.

The Emergency Paid Sick Leave Policy is set to expire June 30th unless the Council chooses to renew it. The policy has been a benefit to staff experiencing COVID-19. In fact, one employee is out on it currently.

Council reviewed and discussed the renewal of the Emergency Paid Sick Leave Policy. Commissioner Dunn said the CDC standards have changed. Commissioner Bridges proposed to cut the policy from 80 hours to 40 hours.

Commissioner Bridges moved to renew the Emergency Paid Sick Leave Policy for FY2024 but change it to 40 hours until June 2024. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

ECUSTA TRAIL INTERLOCAL AGREEMENT FOR STORMWATER AND FLOODPLAIN ADMINISTRATION

Town Manager Carmichael said the first stage of the Ecusta Trail runs through three different jurisdictions, Henderson County, The City of Hendersonville, and the Town of Laurel Park. Each jurisdiction issues permits in accordance with their Stormwater and Floodplain Administration ordinances.

Henderson County has proposed an interlocal agreement that would cede permitting and inspection requirements to the County so there is one jurisdiction responsible. This proposal would save the Town of Laurel Park the cost of contracting an engineer to review the permit application.

Council reviewed and discussed the Interlocal Agreement.

Commissioner Banta moved to approve the Interlocal Agreement as presented. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mayor Pro Tem Hansen moved to approve Resolution 2023-6 as presented. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

- d. Resolution 2023-6 - The aforesaid resolution is attached to and made part of these minutes as Appendix 4.

ECUSTA TRAIL MAINTENANCE M.O.U. DISCUSSION

Town Manger Carmichael said at the June 16th Work Session meeting, the Council added a discussion of the Memorandum of Understanding (M.O.U.) for the Ecusta Trail maintenance to the agenda.

Council reviewed the draft M.O.U. as proposed by the County. Commissioner Banta and Mayor Pro Tem Hansen will meet with Representative McGrady on Friday to discuss further about the Town's opposition. Commissioner Banta said this was a document written by the County for the County. It is a never-ending fee that is determined by the County every year. Laurel Park will be paying a premium for a linear park and would be responsible if any legal actions occur.

AUDIT CONTRACT

Council reviewed the contract for Burlson and Early.

Commissioner Dunn moved to approve the Audit Contract as presented. Mayor O'Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

TOWN MANAGER'S REPORT

Town Manager Carmichael said a new Finance Officer, Kirk Medlin, has been hired and will start July 11.

The work in Laurel Green is continuing and moving as planned.

Town Manager Carmichael will set up a meeting about the sewer line between the Town, Lakemoor I and the City of Hendersonville.

DEPARTMENT HEAD REPORTS

PUBLIC WORKS

Public Works Director Brandon Johnson said the department continues to work on culvert replacements and mowing. A new Employee will be starting on Monday. Mr. Johnson said Mr. Hensley is getting improvements to Laurel Green worked on. Commissioner Hansen thanked Mr. Hensley for the work he has done in Canal Park.

Mayor O'Cain said there is a sign by the telephone pole and asked Staff to contact the owners to remove or we should remove it.

Council asked about the old Pearce House. Staff said they have applied for a demolition permit and the work should start soon.

FIRE

Fire Chief Tim Garren was not present.

Mayor O’Cain asked Mr. Carmichael to get bids for demolishing Town Hall.

Mayor Pro Tem Hansen moved to excuse Commissioner Dunn from the meeting at 11:39 a.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mayor Pro Tem Hansen asked about the status of annexing the old Coates Property and asked staff to look into volunteer annexation.

Mayor Pro Tem Hansen was concerned about word press plugins and asked Staff to put award of the website on the next Work Session.

POLICE

Chief Trotter said there have been 14, 827 events including suicide attempts and hostage situations. The Department was made aware of Ingles buying the Coates Property. Mayor O’Cain asked Mayor Pro Tem Hansen to check on the information and invite them to the next meeting to talk to Council.

ADMINISTRATION

Town Clerk Amin said there was nothing to report.

MAYOR AND COMMISSIONER COMMENTS

Commissioner Bridges – Commissioner Bridges asked to add closed session at the end of the meeting.

Mayor O’Cain– Mayor O’Cain said the owner of the Sunrise Retirement Community contacted him about an extension to their permit.

Commissioner Banta – Commissioner Banta asked Staff to contact the City of Hendersonville about the M.O.U. for the Ecusta Trail.

CLOSED SESSION

Commissioner Bridges moved that the Council enter Closed Session at 11:57 a.m. pursuant to [N.C.G.S. 143-318.11(a) (6)] to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Commissioner Bridges moved to reconvene the Council Regular Meeting at 12:11 p.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

The following were present at Town Hall:

- Mayor J. Carey O’Cain
- Mayor Pro-Tempore A. Paul Hansen
- Commissioner Deb Bridges
- Commissioner George W. Banta
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin

ADJOURNMENT

There being no further business, Mayor Pro Tem Hansen moved to adjourn at 12:11 p.m. Mayor O’Cain asked for discussion; there was none. The motion carried unanimously.

ATTEST:

J. Carey O’Cain, Mayor

Tamara M. Amin, CMC, NCCMC
Town Clerk/ Deputy Tax Collector

Date



**Town Council
Special Meeting Minutes
June 27, 2023 – 1:00 p.m.**

Mayor O’Cain called the Special Meeting to order at 1:00 p.m. on June 27, 2023 in person.

The following attended in person at Town Hall, 441 White Pine Drive, Laurel Park NC 28739:

- Mayor Carey O’Cain
- Mayor Pro Tem Hansen
- Commissioner Banta
- Commissioner Kristin Dunn
- Commissioner Deb Bridges
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Town Attorney Sharon Alexander

The following were absent:

- Assistant to the Town Manager Jordan Jones
- Police Chief Bobbie Trotter
- Assistant Police Chief Michael Capps
- Public Works Supervisor Brandon Johnson
- Crew Leader Matthew Pearce
- Parks Technician Bryan Hensley
- Fire Chief Tim Garren
- Interim Finance Officer Ed McGowan

CLOSED SESSION

Commissioner Banta moved that the Council enter Closed Session at 1:00 p.m. pursuant to [N.C.G.S. 143-318.11(a) (6)] To consider the qualifications, competence, performance, condition of appointment of a public officer or employee. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Commissioner Banta moved to reconvene the Council Special Meeting at 1:43 p.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

The following were present at Town Hall:

- Mayor J. Carey O’Cain
- Mayor Pro-Tempore A. Paul Hansen
- Commissioner Deb Bridges
- Commissioner George W. Banta
- Commissioner Dunn
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Town Attorney Sharon Alexander

ADJOURNMENT

There being no further business, Commissioner Banta moved to adjourn at 1:43 p.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

ATTEST:

J. Carey O’Cain, Mayor

Tamara Amin, CMC, NCCMC
Town Clerk/Deputy Tax Collector

Date



TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY

Title of Item: Roads Update

Presenter: Will Buie, P.E.

Attachment(s): Yes/No

- Additional Drainage and Paving Work 2023-2024
- 2023 Paving Project Map with Culverts
- 2023 Bid Form – Drainage
- 2023 Bid Form – Paving
- Azalea Ridge Road Markup
- Olds Lane Markup

Summary of Item:

Town Engineer Will Buie will present an update to status of the Paving and Drainage contracts.

Council Action Requested:

Review and Discuss Paving and Drainage updates.

Suggested Motion:

**Town of Laurel Park
2023-2024 Drainage Improvements**

**SUPPLEMENTAL WORK - BID FORM
DRAINAGE IMPROVEMENTS**

Section I: Culvert Replacements

No.	Description	Quantity	Unit	Unit Price	Total
1	Mobilization, Insurance, and Construction Staking	1	LS		
2	Clearing and Grubbing (As Necessary)	1	LS		
3	Restoration of Surfaces	1	LS		

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
1	Beechwood Circle					
		Pavement removal and full depth patching	25	SY		
		Dig and Replace Existing Piping with 42 LF of New 15" HDPE	1	LS		
		Replace Existing Headwall with Precast Concrete L-Wall	1	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
2	Beechwood Circle					
		Pavement removal and full depth patching	25	SY		
		Dig and Replace Existing Piping with 48 LF of New 15" HDPE	1	LS		
		Replace Existing Headwall with Precast Concrete L-Wall	1	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
3	Laurel Park Highway					
		Pavement removal and full depth patching	20	SY		
		Dig and Replace Existing Piping with 40 LF of New 15" HDPE	1	LS		
		Replace Existing Headwall with Precast Concrete Headwall	2	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
4	Laurel Park Highway					
		Pavement removal and full depth patching	20	SY		
		Dig and Replace Existing Piping with 34 LF of New 15" HDPE	1	LS		
		Replace Existing Headwall with Precast Concrete L-Wall	1	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
5	Laurel Park Highway					
		Pavement removal and full depth patching	25	SY		
		Dig and Replace Existing Piping with 34 LF of New 18" HDPE	1	LS		
		Replace Existing Headwall with Precast Concrete Headwall	2	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
6	Laurel Park Highway					
		Pavement removal and full depth patching	50	SY		
		Dig and Replace Existing Piping with 65 LF of New 30" HDPE	1	LS		
		Replace Existing Headwall with Precast Concrete Headwall	2	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
7	Timbercreek Road					
		Pavement removal and full depth patching	25	SY		
		Dig and Replace Existing Piping with 34 LF of New 18" HDPE	1	LS		
		Replace Existing Catch Basin with New Precast Catch Basin	1	EA		
		Provide Rip Rap and Filter Fabric	1	LS		
					SUBTOTAL	

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
8	Lake Drive					
		Pavement removal and full depth patching	25	SY	_____	_____
		Dig and Replace Existing Piping with 60 LF of New 18" HDPE	1	LS	_____	_____
		Replace Existing Inlet Headwall with Precast Catch Basin	1	EA	_____	_____
		Replace Existing Outlet Headwall with Cast-in-place Headwall	1	EA	_____	_____
		Provide Rip Rap and Filter Fabric	1	LS	_____	_____
					SUBTOTAL	_____

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
9	Lake Drive					
		Pavement removal and full depth patching	25	SY	_____	_____
		Dig and Replace Existing Piping with 34 LF of New 18" HDPE	1	LS	_____	_____
		Replace Existing Catch Basin with New Precast Catch Basin	1	EA	_____	_____
		Provide Rip Rap and Filter Fabric	1	LS	_____	_____
					SUBTOTAL	_____

Culvert #	Location	Description	Quantity	Unit	Unit Price	Total
10	Lake Drive					
		Pavement removal and full depth patching	25	SY	_____	_____
		Dig and Replace Existing Piping with 34 LF of New 24" HDPE	1	LS	_____	_____
		Replace Existing Catch Basin with New Precast Catch Basin	1	EA	_____	_____
		Provide Rip Rap and Filter Fabric	1	LS	_____	_____
					SUBTOTAL	_____

NOTES:

- 1 Price shall include the adjustment of all utilities to final grade.
- 2 Striping for all roads should include white lines on both sides of the road. Yellow centerlines shall be repainted on roads that have an existing centerline.
- 3 Price for patching including asphalt removal should include disposal of waste material off site at an approved location.
- 4 The Owner will be responsible for all testing.
- 5 Full depth patching shall including placement and compaction of 4" of asphalt binder completed in two lifts.
- 6 NCDOT standards shall apply to all work.
- 7 The Town of Laurel Park may select any, all or none of the alternates presented for pricing.

Submitted by: _____

Date: _____

Address _____

License Number _____

Seal (if applicable)

Town of Laurel Park
2023-2024 Pavement Repairs and Roadway Resurfacing Project

SUPPLEMENTAL WORK - BID FORM
PAVEMENT REPAIRS & RESURFACING

Section I: Paving and Resurfacing

No.	Description	Quantity	Unit	Unit Price	Total
1	Escalation	1	LS	\$ 25,000.00	\$ 25,000.00
2	Mobilization, Bonds, and Insurance	1	LS		

Location	Description	Quantity	Unit	Unit Price	Total
1 Arbutus Lane					
From White Pine Drive to Rainbow Lake Drive					
	Full depth pavement removal	1150	SY		
	Recondition stone subgrade	1150	SY		
	2" Asphalt Paving (\$9.5C)	1150	SY		
	Asphalt Striping	1	LS		
				SUBTOTAL	

Location	Description	Quantity	Unit	Unit Price	Total
2 Lake Drive					
From Rustic Drive to Kermit Edney Drive					
	Full depth patching allowance	230	SY		
	Asphalt Milling 1.5" Depth	2300	SY		
	1.5" Asphalt Overlay (\$9.5C)	2300	SY		
	Asphalt Striping	1	LS		
				SUBTOTAL	

Location	Description	Quantity	Unit	Unit Price	Total
3 Sabine Drive					
From Apple Lane to 458 Sabine Drive					
	Full depth patching allowance	410	SY		
	Asphalt Milling 1.5" Depth	4100	SY		
	1.5" Asphalt Overlay (\$9.5C)	4100	SY		
	Asphalt Striping	1	LS		
				SUBTOTAL	

Location	Description	Quantity	Unit	Unit Price	Total
4 Orchard Circle					
From East Ramp to Sky Village Lane					
	Full depth pavement removal	700	SY	_____	_____
	Recondition stone subgrade	700	SY	_____	_____
	2" Asphalt Paving (S9.5C)	700	SY	_____	_____
	Asphalt Striping	1	LS	_____	_____
				SUBTOTAL	_____

Location	Description	Quantity	Unit	Unit Price	Total
5 West Ramp					
From Nimbus Lane to Toms Drive					
	Full depth pavement removal	350	SY	_____	_____
	Recondition stone subgrade	350	SY	_____	_____
	2" Asphalt Paving (S9.5C)	350	SY	_____	_____
	Asphalt Striping	1	LS	_____	_____
				SUBTOTAL	_____

Location	Description	Quantity	Unit	Unit Price	Total
6 Laurel Park Highway					
From McCarson Drive to Indian Woods Trail					
	Asphalt Milling 2" Depth	750	SY	_____	_____
	Bituminous Surface Treatment	750	SY	_____	_____
	2.0" Asphalt Overlay (S9.5C)	750	SY	_____	_____
	Asphalt Striping	1	LS	_____	_____
				SUBTOTAL	_____

Location	Description	Quantity	Unit	Unit Price	Total
7 Beechwood Circle					
From Inkberry Road to Winter Holly Lane					
	Asphalt Milling 2" Depth	5200	SY	_____	_____
	2.0" Asphalt Overlay (S9.5C)	5200	SY	_____	_____
	Asphalt Striping	1	LS	_____	_____
				SUBTOTAL	_____

Location	Description	Quantity	Unit	Unit Price	Total
8 Timbercreek Road					
From Hebron Road to Finley Cove Road					
	Full depth pavement removal	4250	SY	_____	_____
	Recondition stone subgrade	4250	SY	_____	_____
	2" Asphalt Paving (S9.5C)	4250	SY	_____	_____
	Asphalt Milling 2" Depth	9250	SY	_____	_____
	2.0" Asphalt Overlay (S9.5C)	9250	SY	_____	_____
	Milling along Existing Asphalt Curbing	1350	LF	_____	_____
	Asphalt Striping	1	LS	_____	_____
				SUBTOTAL	_____

NOTES:

- 1 Price shall include the adjustment of all utilities to final grade.
- 2 Striping for all roads should include white lines on both sides of the road. Yellow centerlines shall be repainted on roads that have an existing centerline.
- 3 Price for patching including asphalt removal should include disposal of waste material off site at an approved location.
- 4 The Owner will be responsible for all testing.
- 5 Full depth patching shall including placement and compaction of 4" of asphalt binder completed in two lifts.
- 6 NCDOT standards shall apply to all work.
- 7 The Town of Laurel Park may select any, all or none of the alternates presented for pricing.

Submitted by: _____

Date: _____



Address _____

License Number _____

Seal (if applicable)

TOWN OF LAUREL PARK NORTH CAROLINA

Town of Laurel Park
Paving Project
2023-2024

 2022 ADD/ALTERNATE WITH CULVERT REPLACEMENTS
 NEXT PRIORITY ROADS

WGLA
Engineering

WGLA ENGINEERING, PLLC
724 5th AVENUE WEST
HENDERSONVILLE, NC 28739
(828) 687-7177
WGLA.COM
NC LICENSE P-1342

2023-2024 PAVING PRIORITIES WITH DRAINAGE

LAUREL PARK
HENDERSON COUNTY
NORTH CAROLINA

**Preliminary
Not For
Construction**

REVISIONS

DATE	DESCRIPTION



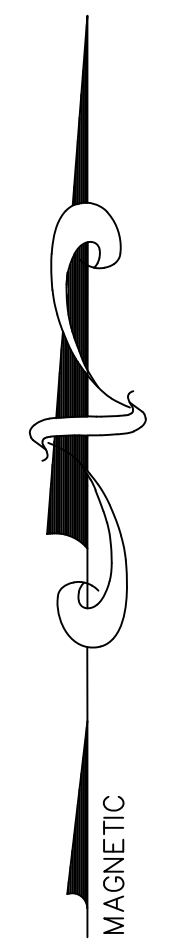
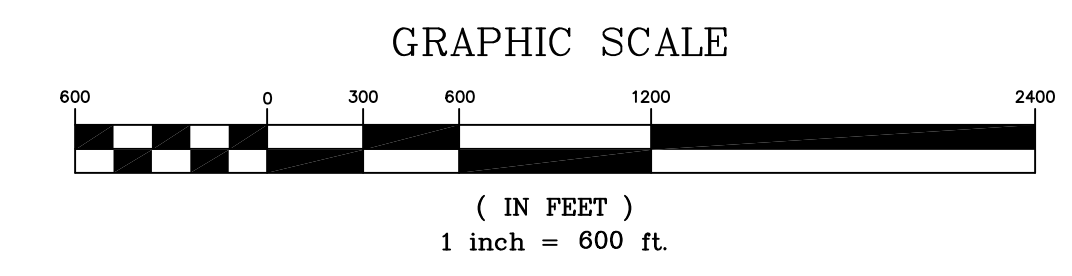
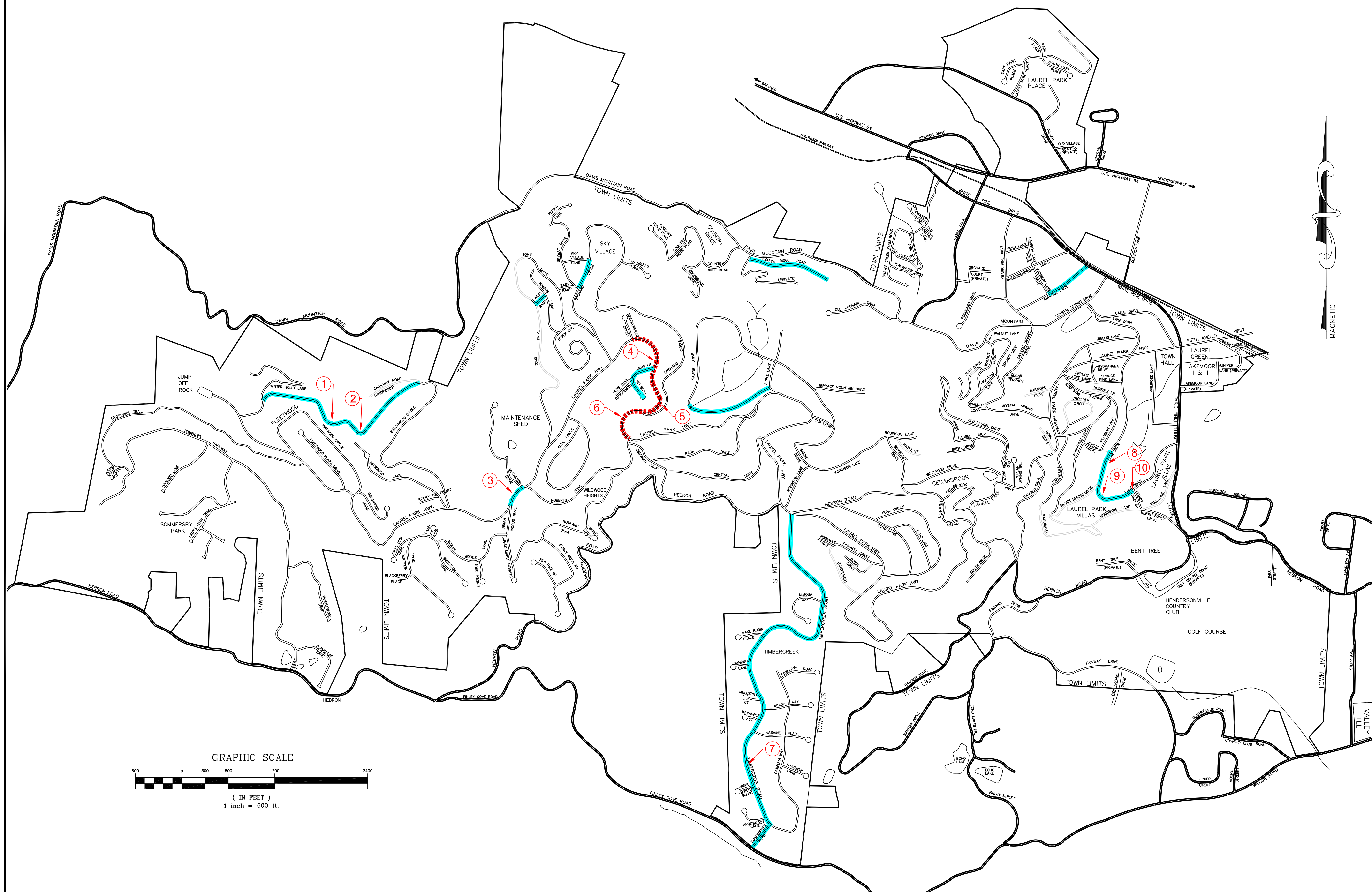
Know what's below.
Call before you dig.

PROJECT NUMBER: 22170
DATE: 6/23
DRAWN BY: CRB
CHECKED BY: WRB

PAVEMENT REPAIRS AND DRAINAGE IMPROVEMENTS

C-100

SCALE: 1"=600'



Azalea Ridge Road



Existing Gravel Road 11' Width

20' Total Width Slope to Slope



20' Total Width Slope to Slope

Existing Asphalt Road 11' Width at pavement transition



WGLA Engineering, PLLC
724 5th Avenue West
Hendersonville, NC 28739
(828) 687-7177 wgl.com

July 11, 2023

Mr. Alex Carmichael, Town Manager
Town of Laurel Park
441 White Pine Drive
Laurel Park, NC 28739

RE: Town of Laurel Park 2023/2024 Paving and Drainage Improvements
Draft Bid Forms and Recommendations

Dear Mr. Carmichael:

Per our discussion with the Town Council last month, we have draft bid forms for the additional paving and drainage improvements identified as the next priorities to complete. Attached with this letter are copies of the bid forms and a map identifying the areas for drainage improvement and paving improvements. We will share these forms with Austin Construction Company (drainage) and Tarheel Paving (paving) and ask that they provide pricing and a schedule for this work. Once we receive pricing back, we can present this information to the Town Council as a potential change order to the current contracts.

In addition to the work identified above, both Olds Lane and Azalea Ridge Road have been identified for repairs and resurfacing. When investigating Olds Lane for the original paving bid, we discovered a timber retaining wall in disrepair located below the road. This wall may be on or at the edge of the right of way for Olds Lane. In addition, there are no visible drainage facilities on the road. We understand the existing drainage piping may have been block or rerouted by downstream property owners. See the attached photos and markups of the conditions at Olds Lane.

Azalea Ridge Road is a very narrow road with limited room for widening without significant clearing and grading. There is also no cul-de-sac or means for turn around at the end of the road (see the attached photos and markups of Azalea Ridge Road). Any widening would likely require additional right of way and detailed design of the proposed improvements.

Based on the conditions described above at Olds Lane and Azalea Ridge Road, we would recommend these conditions be studied to determine the best approach to providing improvements. The property owners adjacent to both roads would likely have to be willing to dedicate additional right of way and/or easements for the improvements. Once a plan for the improvements has been developed and approved by the Town and property owners as necessary, this work can be scheduled and released for bids.

Mr. Alex Carmichael
July 11, 2023
Page 2

If you have any questions about this information, don't hesitate to contact our office.

Sincerely,
WGLA Engineering, PLLC

William R. Buie

William R. Buie, P.E.

Olds Lane

No Apparent
Drainage Under
Roadway

Location of
Existing Timber
Retaining Wall



Olds Ln



Olds Ln



Olds Lane

Existing Timber
Retaining Wall





TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY

Title of Item: Legislative Update

Presenter: Town Manager Alex Carmichael

Attachment(s): Yes/No

Summary of Item:

Two bills are being considered in the General Assembly that would directly impact planning and the UDO in Laurel Park: House Bill 409 and Senate Bill 675. The Town Council passed resolutions opposing these bills. Staff will present an update on the status of these two bills.

Council Action Requested:

Receive and review legislative update.

Suggested Motion:

N/A

House Bill 409 (=S374)

Regulation of Accessory Dwelling Units.
2023-2024 Session

VIEW BILL DIGEST	
VIEW AVAILABLE BILL SUMMARIES	
EDITION	FISCAL NOTE
Filed	
Edition 1	
Edition 2	
Edition 3	

Last Action:	Ref To Com On Rules and Operations of the Senate on 4/26/2023
Sponsors:	Winslow; Alston; Tyson; G. Brown (Primary) A. Baker; Balkcom; Belk; Clampitt; Crutchfield; Hawkins; F. Jackson; Loftis; Quick; Rudow; Ward; Wray
Attributes:	Public; Text has changed
Counties:	No counties specifically cited
Statutes:	160D (Chapters); 160D-917 (Sections)
Keywords:	BUILDING CODES, BUILDINGS, COUNTIES, DEFINITIONS, HOUSING, LOCAL GOVERNMENT, MUNICIPALITIES, PLANNING & ZONING, PROPERTY, PUBLIC, LOCAL ORDINANCES

ALL VOTES									
DATE	SUBJECT	RCS#	AYE	NO	N/V	EXC.ABS.	EXC.VOTE	TOTAL	RESULT
4/25/2023 5:58 p.m.	Second Reading	[H]-24 2	106	7	0	7	0	113	PASS

HISTORY				
DATE	CHAMBER	ACTION	DOCUMENTS	VOTES
4/26/2023	Senate	Ref To Com On Rules and Operations of the Senate		
4/26/2023	Senate	Passed 1st Reading		
4/26/2023	Senate	Regular Message Received From House		
4/26/2023	House	Regular Message Sent To Senate		
4/25/2023	House	Passed 3rd Reading		
4/25/2023	House	Passed 2nd Reading		PASS: 106-7
4/25/2023	House	Added to Calendar		
4/25/2023	House	Cal Pursuant Rule 36(b)		
4/25/2023	House	Reptd Fav Com Sub 2	CS: PCS40444-ST-20	
4/20/2023	House	Re-ref Com On Rules, Calendar, and Operations of the House		
4/20/2023	House	Reptd Fav Com Substitute	CS: PCS30306-BDf-15	
3/20/2023	House	Ref to the Com on Local Government - Land Use, Planning and Development, if favorable, Rules, Calendar, and Operations of the House		
3/20/2023	House	Passed 1st Reading		
3/16/2023	House	Filed	DRAFT: DRH10198-MQ-72	

Senate Bill 675

Land Use Clarification and Changes.
2023-2024 Session

VIEW BILL DIGEST	
VIEW AVAILABLE BILL SUMMARIES	
EDITION	FISCAL NOTE
Filed	
Edition 1	
Edition 2	
Edition 3	

Last Action:	Ref To Com On Rules, Calendar, and Operations of the House on 6/13/2023
Sponsors:	Lee; Craven; Galey (Primary)
Attributes:	Public; Text has changed
Counties:	GRANVILLE, IREDELL
Statutes:	113A, 122C, 130A, 136, 143, 153A, 160A, 160D (Chapters); 113A-208, 130A-317, 136-55.1, 136-63, 136-66.3, 143-138, 143-215.1, 153A-317.14, 160A-176.1, 160A-176.2, 160A-296, 160A-299, 160A-58.4, 160D-108, 160D-1102, 160D-1125, 160D-201, 160D-202, 160D-307, 160D-602, 160D-705, 160D-903, 160D-912, 160D-917, 160D-925 (Sections)
Keywords:	BUILDINGS, COMMERCE, EDUCATION, EXTRATERRITORIALITY, INDUSTRIAL LOCATION, LANDOWNERS, LICENSES & PERMITS, LOCAL GOVERNMENT, MANUFACTURING, MUNICIPALITIES, PLANNING & ZONING, PROPERTY, PUBLIC, SCHOOL BUILDINGS & PROPERTY, PROPERTY-LOCAL GOVERNMENT

ALL VOTES									
DATE	SUBJECT	RCS#	AYE	NO	N/V	EXC.ABS.	EXC.VOTE	TOTAL	RESULT
6/8/2023 11:44 a.m.	Second Reading	[S]-258	29	14	0	7	0	43	PASS

HISTORY				
DATE	CHAMBER	ACTION	DOCUMENTS	VOTES
6/13/2023	House	Ref To Com On Rules, Calendar, and Operations of the House		
6/13/2023	House	Passed 1st Reading		
6/12/2023	House	Regular Message Received From Senate		
6/12/2023	Senate	Regular Message Sent To House		
6/8/2023	Senate	Passed 3rd Reading		
6/8/2023	Senate	Passed 2nd Reading		PASS: 29-14
6/7/2023	Senate	Reptd Fav		
6/6/2023	Senate	Re-ref Com On Rules and Operations of the Senate		
6/6/2023	Senate	Com Substitute Adopted		
6/6/2023	Senate	Reptd Fav Com Substitute	CS: PCS35286-ST-39	
5/24/2023	Senate	Re-ref Com On Finance		
5/24/2023	Senate	Com Substitute Adopted		
5/24/2023	Senate	Reptd Fav Com Substitute	CS: PCS45338-ST-36	
4/13/2023	Senate	Re-ref to Judiciary. If fav, re-ref to Finance. If fav, re-ref to Rules and Operations of the Senate		
4/13/2023	Senate	Withdrawn From Com		
4/10/2023	Senate	Ref To Com On Rules and Operations of the Senate		
4/10/2023	Senate	Passed 1st Reading		

4/6/2023

Senate

Filed

DRAFT: DRS15290-MQx-89