



**Town Council
Work Session Minutes
May 11, 2023 – 9:30 a.m.**

Mayor O’Cain called the Work Session Council Meeting to order at 9:29 a.m. on May 11, 2023, in person at Town Hall, 441 White Pine Drive, Laurel Park, NC 28739.

The following attended in person at Town Hall:

- 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
- Interim Finance Officer Ed McGowan
- Police Chief Bobbie Trotter
- Assistant Police Chief Michael Capps
- Public Works Director Brandon Johnson
- Crew Leader Matthew Pearce
- Park Technician Bryan Hensley

The following were absent:

- Fire Chief Tim Garren

APPROVAL OF THE AGENDA

Mayor O’Cain recommended moving the Eagle Scout Presentation as the first order of business, followed by adding Public Comment. 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.

NEW BUSINESS

EAGLE SCOUT PRESENTATION

Tristan Fortney presented his proposed Eagle Scout Project, Boardwalk at Glenn Rock Springs to Council. The Boardwalk will be 30 feet long and 3 feet wide with a bend around 19 feet in. It will be built with ground pressure treated lumber to ensure lifetime sustainability. The cost of the project is \$394.14.

Council reviewed and discussed the proposed project.

Commissioner Dunn moved to approve the proposed project at Glenn Rock Springs. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Tristan Fortney left the meeting at 9:33 a.m.

PUBLIC COMMENT

Mr. Jim Dhom of 4150 Laurel Park Highway- Mr. Dhom reiterated his concern with Glenn Rock Spring and the safety hazards, upkeep, and expenditure. Mr. Dhom discussed the expansion of pathways and trails and the burden it has on Public Works Staff and infrastructure. Mr. Dhom has asked Friend of Laurel Park to survey the concerts and they have refused. Mr. Dhom had concerns about the concerts causing damage, money for the Town and the burden of Staff. Mr. Dhom asked Council to focus on infrastructure and make Laurel Park a great place to live and work by providing compensation for Public Works, Police and Administration.

OLD BUSINESS

DRAFT BUDGET PRESENTATION

Town Manager Carmichael said this budget workshop is meant to provide staff feedback on the budget, give the Council an opportunity to ask questions and provide direction, and to continue to build consensus around the budget priorities.

The proposed budget is \$3,358,638 and a millage rate of ¢41.5.

Council reviewed and discussed the draft FY 2024 Budget.

Mayor Pro Tem Hansen asked Staff to change Highway 64 Landscaping to Highway 64 Project.

Council discussed what they have heard residents want to see.

Commissioner Banta asked Staff to see a spreadsheet on Fund Balance and where the Town stands (rainy day fund).

Council discussed cost of living.

Council asked Staff to contact Bronwyn and check on the possibility of not having a finance officer and have a 3rd party do the work.

Interim Finance Officer Ed McGowan said there is a certain level of work and complexity that goes with being a Finance Officer and recommended not outsourcing.

Commissioner Bridges asked about cutting travel and training as well as legal services.

Council asked Staff to come up with a list and add it to Tuesday's meeting agenda.

Commissioner Dunn asked about contracted services and asked to see an expanded expense report.

Mayor Pro Tem Hansen spoke about Fund Balance. He explained that money owed for a project should not be counted as "savings." For example, the \$30k for the DOT Highway 64 project.

Council asked Staff to get a more detailed Fund Balance and they would like an expenditure expense report and balances in those funds every quarter.

Council discussed Town Communication. They also wanted Staff to contact Mr. Buie about what to do better in armor heavy traffic areas.

Council asked Staff to communicate with residents about Stormwater improvements through Blackboard. For example, who the award will go to, how much the contract was for, and when the work will be completed.

Chief Trotter and Assistant Chief Capps left the meeting at 11:18 a.m.

STORY MAP PROPOSAL DISCUSSION

Mayor Pro Tem Hansen would like the contractor to come at Tuesday's meeting to show Council what they come up with for the website.

Town Manager Carmichael recommended waiting until Summit Marketing sends in their proposal before adding it to the Agenda.

Mr. Carmichael said the Town can use the Centennial funds to allocate for the website a budget amendment.

AGENDA REVIEW FOR THE COUNCIL REGULAR MEETING SCHEDULED FOR MAY 16, 2023

Mr. Carmichael said the Town Council will hold their regularly scheduled Town Council meeting on the third Tuesday of the month, May 16, 2023, at 9:30am. The Town Council reviewed the draft agenda.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Comment**
 - A. Mr. Ian Horton
- 4. Approval of the Agenda**
- 5. Consent Agenda**
 - A. April Monthly Report
 - B. Minutes- April 13, 2023 Work Session Meeting

- C. Minutes- April 13, 2023 Closed Session Minutes
- D. Minutes- April 18, 2023 Regular Meeting
- E. National Pollinator Week Proclamation
- 6. **Old Business**
 - A. DOT Right of Way Agreement Discussion
- 7. **New Business**
 - A. AT&T Encroachment Request
 - B. Budget Amendment – Website/Story Map
- 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 Budget Workshop to the Agenda.

CLOSED SESSION

Commissioner Bridges moved that the Council enter Closed Session at 11:28 a.m. pursuant to [N.C.G.S. 143-318.11(a) (3)] to consult with our attorney to consider and give instructions concerning a potential or actual claim, administrative procedure, or judicial action. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mr. Johnson, Mr. Hensley, Mr. Pearce and Mr. McGowan departed the meeting at 11:28 a.m.

Commissioner Bridges moved to reconvene the Council Regular Meeting at 11:58 a.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

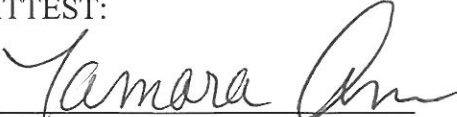
The following were present at Town Hall:

- 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
- Assistant to the Town Manager Jordan Jones
- Town Attorney Sharon Alexander

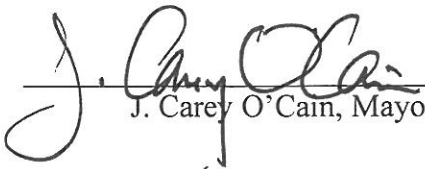
ADJOURNMENT

There being no further business, Mayor Pro Tem Hansen moved to adjourn at 11:58 a.m. Mayor O’Cain asked for discussion; there was none. The motion carried unanimously.

ATTEST:



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



J. Carey O' Cain, Mayor

6/20/23

Date

TOWN OF LAUREL PARK

PUBLIC COMMENT SIGN-UP SHEET

MEETING DATE: May 11, 2023

*Brian
Cannon
W.S.*

NOTE: ALL INFORMATION PROVIDED ON THIS FORM IS A PUBLIC RECORD

WE APPRECIATE OUR CITIZENS AND GUESTS EXPRESSING THEIR VIEWS ON THE FUTURE OF LAUREL PARK.

WE OFFER THE FOLLOWING GUIDELINES FOR SPEAKING DURING PUBLIC COMMENT.

- COMMENTS WILL BE **LIMITED TO 3 MINUTES** IN AN EFFORT TO BE FAIR AND OFFER EVERYONE AN OPPORTUNITY TO SPEAK.
- ATTENDEES ARE REQUESTED TO DESIGNATE A SPOKESMAN FOR GROUPS SUPPORTING OR OPPOSING THE SAME POSITION. IF THE NUMBER OF PERSONS WISHING TO ATTEND THE COMMENT PERIOD EXCEEDS THE CAPACITY OF THE HALL, GROUPS ARE ASKED TO SELECT DELEGATES FROM GROUPS SUPPORTING OR OPPOSING THE SAME POSITION.
- PLEASE BE RESPECTFUL AND COURTEOUS IN YOUR REMARKS.
- PLEASE REFRAIN FROM PERSONAL ATTACKS AND FROM USING PROFANITY.
- **PLEASE STATE YOUR NAME AND ADDRESS PRIOR TO SPEAKING.**

PLEASE PRINT THE INFORMATION BELOW

NAME

ADDRESS

SUBJECT

Jim Dixon

4150 LBN
