



*Agenda*

*Town of Boiling Springs Board of Commissioners*

*February 7, 2012*

# Town of Boiling Springs

P.O. BOX 1014  
BOILING SPRINGS, NC 28017  
Telephone 704-434-2357  
Fax 704-434-2358  
www.boilingspringsnc.net

## AGENDA

### TOWN OF BOILING SPRINGS BOARD OF COMMISSIONERS

February 7, 2012

7 p.m., Town Hall

1. *Call to Order – Max J. Hamrick, Mayor* -
  
2. *Approval of Minutes* 3  
**January 3, 2012 Regular Meeting**
  
3. *Recognition of Citizens Present*
  
4. *New Business* 5  
    – **Budget Amendments**
  
5. *Staff Reports* 8
  
6. *Commissioners' Reports/Comments* 9
  
7. *Mayor's Report/Comments* 9

***It is the desire of the Board to allow all citizens an opportunity to speak and to conduct business in an open, professional, and productive manner. Persons not specifically listed on the agenda but wishing to speak must register with the Town Clerk prior to the start of the meeting. These persons will be recognized by the Mayor during the "Recognition of Citizens Present" portion of the meeting. A maximum of three (3) minutes will be allowed unless otherwise approved by a majority of the Board. Groups are urged to choose one spokesperson. If you require additional time, you may ask to be placed on the agenda for the next regularly scheduled meeting of the Board. This policy was adopted in an effort to allow the Board members adequate notice of business to come before it as well as time to familiarize themselves with an issue.***

**Town of Boiling Springs  
Board of Commissioners  
Regular Meeting Minutes  
January 3, 2012**

The Board of Commissioners of the Town of Boiling Springs met January 3, 2012 at the Boiling Springs Town Hall. Present were: Mayor Max J. Hamrick; Commissioners William Elliott, Darlene Gravett, James Beason, John Glenn, and Cliff Hamrick. Town Attorney John Schweppe, III was also present. Staff members present: Town Manager Zach Trogdon, Town Clerk Kimberly Greene, Finance Officer Rhonda Allen, Chief Randy Page, and Public Works Director Mike Gibert.

Others Present: Jim Blalock, Lynn Sarratt, Darrell Keller, Scout Troop 117 with Scout Leader Tim Vinesett, and Paul, Angie, and Nicola Bridges.

**AGENDA ITEM I**

**Call to Order - Max J. Hamrick, Mayor**

**AGENDA ITEM II**

**Recognition of Citizens Present**

Mayor Hamrick welcomed Scout Troop 117 and Troop Leader Tim Vinesett.

The Mayor also recognized Mr. Darrell L. Keller CPA, PA. Mr. Keller was previously scheduled to attend the December 6, 2011 meeting (Agenda Item V: Fiscal Year 2010-2011 Financial Audit). Mr. Keller briefly discussed the audit and reported there were no findings to report. He stated it was a very good audit and thanked the staff for their assistance. A copy of the audit is on file.

**AGENDA ITEM III**

**Approval of Minutes**

Commissioner Elliott made the motion to approve minutes of the December 6, 2011 regular meeting as previously mailed. Commissioner Hamrick seconded and the vote was unanimous.

**AGENDA ITEM IV**

**Public Hearing - Zoning Map Amendment, North Main Street**

A request was received from Mr. John Lynn Sarratt to rezone properties located at 203, 207, and 211 North Main Street from R-15 to B-1. Mayor Hamrick opened the public hearing at 7:05 p.m. Mr. Lynn Sarratt stated he is requesting the rezoning in anticipation of selling the properties. Commissioner Glenn stated the proposed rezoning to B-1 would be in accordance with the Town's Land Use Plan. There being no further comments, the Mayor closed the public hearing at 7:07 p.m. The Planning and Zoning Board voted to recommend approval of the petition at its December 20, 2011 regular monthly meeting with the following conditions:

1. The zoning map amendment continues the Town plan of zoning for non-residential/business uses on main corridors.
2. Current uses on adjacent property are overwhelmingly commercial uses.

A copy of the Planning and Zoning Board Statement of Consistency is on file. Commissioner Glenn made the motion to approve the rezoning from R-15 to B-1 based upon the Planning and Zoning Board recommendation and adopt the Statement of Consistency based upon the same. Commissioner Gravett seconded and the vote was unanimous.

**Cleveland County Hazard Mitigation Plan Update**

Mr. Trogdon reported on the Cleveland County Multi-Jurisdictional Hazard Mitigation Plan. The Plan is maintained by Cleveland County. It was initially adopted in 2006 and must be updated every five years. The Town has taken steps to help alleviate hazards by adopting a Flood Damage Prevention Ordinance Plan and a Watershed Protection Ordinance. Commissioner Elliott made the motion to approve the Cleveland County Multi-Jurisdictional Hazard Mitigation Plan Update Resolution of Adoption. Commissioner Beason seconded and the vote was unanimous. A copy of the Resolution is on file in the office of the Clerk.

## **AGENDA ITEM VI**

### **Staff Reports**

#### **Randy Page, Police Chief**

Chief Page reported on implementing E-Citation, a wireless mobile application that automates the citation process by transmitting the citation in electronic format to the Clerk of Courts' office.

#### **Mike Gibert, Public Works Director**

Solid Waste Department: The Solid Waste Department began using the new Lodal trash truck in mid-December. Mr. Gibert reported the truck is running well.

Wastewater Department: No infiltration problems occurred after the last rain event.

#### **Rhonda Allen, Finance Officer**

Rhonda Allen reviewed a summary of Town assets and their value as requested by the Board. Commissioner Hamrick made the motion to increase the Town's fixed asset capitalization level from \$250 to \$5,000. Commissioner Gravett seconded and the vote was unanimous. Ms. Allen also reported all assets will continue to be inventoried.

Ms. Allen also reviewed the Town's Purchasing Card Program Policies and Procedures.

#### **Zach Trogdon, Town Manager**

Mr. Trogdon reported additional residences adjacent to the Town limits on Ken Daves Road may be added to the Town's garbage collection route. Each will be charged the outside Town garbage collection fee.

The Board agreed the Boiling Springs Fire & Rescue Department be allowed to move the flag pole at the former fire department to the Emergency Training Center of Cleveland Community College in memory of former volunteer fireman Mr. Joey Walker.

Mr. Trogdon plans to survey residents to gauge interest in starting a curbside recycling program in Town.

Mr. Trogdon discussed the option of contracting with Cleveland County Building Inspections to provide Minimum Housing Code investigations to determine if a residence is unfit for human habitation in the Town's ETJ (Extra-territorial Jurisdiction). Currently there is no enforcement of minimum housing in the ETJ by either the Town or the County.

The Ruby C. Hunt YMCA has a new recreation program director, Mr. Daron Dwyer. Mr. Trogdon will keep the Board updated.

The Boiling Springs Museum received the Partners of Preservation Award by the Historic Shelby Foundation, Inc. The Museum was extraordinary and enjoyed by many.

The Cleveland County branch of the NAACP will hold its annual Rev. Dr. Martin Luther King, Jr. Unity March on January 16, 2012.

## **AGENDA ITEM VI**

### **Commissioner's Report/Comments**

## **AGENDA ITEM VII**

### **Mayor's Report/Comments**

There being no further business to come before the Board, Mayor Hamrick declared the meeting adjourned at 7:33 p.m.

Max J. Hamrick, Mayor

Kimberly Greene, Town Clerk

*Meeting Date: February 7, 2012*

*Subject: New Business*

- **Budget Amendments**

Two budget amendments are enclosed. One is a project budget ordinance amendment for \$480 to the sewer outfall line project. This amount is for the fast-track application fee to the State of NC that was not initially budgeted. The other budget amendments are to move some items that were budgeted as capital this year to a new line for non-capital items.

*Action Taken/Notes:*

**TOWN OF BOILING SPRINGS**  
**BUDGET ORDINANCE AMENDMENT #120207.1**

**WHEREAS**, the Town Commission of the Town of Boiling Springs adopted a project ordinance on April 5, 2011 which established revenues and authorized expenditures for the Sewer Outfall Line Replacement Project; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the project's budget to allocate funds for the North Carolina Division of Water Quality Fast-Track Application fee;

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Town Commission of the Town of Boiling Springs that the project ordinance as adopted on April 5, 2011 be and is hereby amended as follows:

|                   |  |                          |
|-------------------|--|--------------------------|
| <u>Section 1.</u> | Revenues   |                          |
|                   | Transfer from Water/Sewer Fund Retained Earnings | <u>Increase</u><br>\$480 |
| <br>              |  |                          |
| <u>Section 2.</u> | Expenditures                                     |                          |
|                   | Construction                                     | <u>Increase</u><br>\$480 |

This the 7<sup>th</sup> day of February, 2012.

\_\_\_\_\_  
Max J. Hamrick, Mayor

ATTEST:

\_\_\_\_\_  
Kim Greene, Town Clerk

Town of Boiling Springs  
Budget Amendment Authorization Form  
Fiscal Year 2011-12

Pursuant to Section 9 of the 2011-12 official budget ordinance of the Town of Boiling Springs, NC the following budget amendment(s) are hereby approved.

Fund:

Department:

| Line Item      | Account Name               | 10-11 Budget   | Amount Increased (Decreased) | 10-11 Budget As Amended |
|----------------|----------------------------|----------------|------------------------------|-------------------------|
| <b>General</b> | <b>Police</b>              |                |                              |                         |
| 1-4310-51      | Noncapital asset purchases | 0              | 7,300                        | 7,300                   |
| 1-4310-50      | Capital outlay             | 40,000         | (7,300)                      | 32,700                  |
|                |                            |                |                              |                         |
|                | <b>Sanitation</b>          |                |                              |                         |
| 1-4710-51      | Noncapital asset purchases | 0              | 400                          | 400                     |
| 1-4710-50      | Capital outlay             | 48,270         | (400)                        | 47,870                  |
|                |                            |                |                              |                         |
| <b>W/S</b>     | <b>Water</b>               |                |                              |                         |
| 6-7130-51      | Noncapital asset purchases | 0              | 800                          | 800                     |
| 6-7130-50      | Capital outlay             | 70,545         | (800)                        | 69,745                  |
|                |                            |                |                              |                         |
|                | <b>Sewer</b>               |                |                              |                         |
| 6-7140-51      | Noncapital asset purchases | 0              | 4,100                        | 4,100                   |
| 6-7140-50      | Capital outlay             | 25,000         | (4,100)                      | 20,900                  |
|                |                            |                |                              |                         |
|                |                            |                |                              |                         |
|                |                            |                |                              |                         |
|                |                            |                |                              |                         |
|                |                            |                |                              |                         |
|                |                            |                |                              |                         |
|                |                            |                |                              |                         |
| <b>Totals</b>  |                            | <b>183,815</b> | <b>0</b>                     | <b>183,815</b>          |

Description/Reason for Amendment: Move allocated funds due to change in capital asset threshold.

Authorized By: \_\_\_\_\_

Budget Officer

Amended By: \_\_\_\_\_

Finance Officer

Reflected in Budget: \_\_\_\_\_

Date

For amendments over \$1,000, Board approval is required.

Approved: \_\_\_\_\_

Max J. Hamrick, Mayor

*Meeting Date: February 7, 2012*  
*Subject: Staff Reports*

*Police*

*Public Works*

*Finance*

*Town Clerk*

*Town Attorney*

*Town Manager*

- Draft Recycling Survey
- Y agreement changes
- Outside water meter fee remission

*Meeting Date: February 7, 2012*  
*Subject: Commissioners' Reports*

*Commissioner Gravett*

*Commissioner Elliott*

*Commissioner Beason*

*Commissioner Glenn*

*Commissioner C. Hamrick*

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*Meeting Date: February 7, 2012*  
*Subject: Mayor's Report*