

**TOWN OF WHITE LAKE
BOARD OF COMMISSIONERS
AGENDA COMMUNIQUE
April 09, 2024
7:00 P.M.**

To: H. Goldston Womble, Jr., Mayor
Town Board of Commissioners
Sean Martin, Town Administrator

From: Pat Kennedy-Taylor, Town Clerk

Re: April 09, 2024 Agenda Items

- **OPENING & CALL TO ORDER: 7:00 P.M.**
- **INVOCATION: Mayor H. Goldston Womble, Jr.**
- **PLEDGE OF ALLEGIANCE**

AGENDA ITEMS:

1. APPROVE CONSENT AGENDA ITEMS

The Board is requested to consider the proposed Agenda Consent items as presented. **(AGENDA ITEM# 1A-1C).**

ACTION: Approve the **AGENDA ITEMS 1A-1C** (to include the Supplemental Agenda if one is provided) as presented.

A. Agenda Adoption

The Board shall consider the proposed agenda as presented. Board members may by majority vote to add, subtract, or revise the order of items in the agenda. Once approved, the Board should follow the agenda as decided upon.

B. Approval of minutes

March 12, 2024 Regular Meeting and March 26, 2024 Budget Retreat minutes.

C. March Utility Release(s) (\$2,792.32)

Utility Bill Releases (\$2,792.32) **(AGENDA ITEM #1C)** are provided for the Board's consideration. Public Works Director, Kevin Taylor, has verified and approved all leak adjustment requests.

2. PRESENTATION(s)

A. MRF STUDY

Carter Hubbard with W. K. Dickson will present this information. **(AGENDA ITEM#2A)**

3. ADMINISTRATIVE MATTERS

A. Project Update(s)**1. WHITE LAKE "LAKE" WATER MANAGEMENT PROJECT UPDATE**

Dr. Diane Lauritsen, Ph.D., LIMNOSCIENCES has provided the most recent update of activities for the month of April **(AGENDA ITEM #3A.1)**.

2. WHITE LAKE WATER AIA WATER SUPPLY STUDY

Deepthi Kaylanam, PE with WithersRavenel has provided an update for March and April 2024. **(AGENDA ITEM #3A.2)**

B. FISCAL YEAR 2023 PRESENTATION

Austin Eubanks with Thompson, Price, Scott, Adams & Co., P.A. in Wilmington will present FY 2023. **(AGENDA ITEM #3B)**.

ACTION: Accept FY 2023 as presented.

C. CAPITALIZATION POLICY

Sean Martin, Town Administrator, will present the Capital Asset Accounting/Fixed Asset Inventory Policy. **(AGENDA ITEM #3C)**

ACTION: Adopt the Policy as presented.

D. DISPOSAL POLICY

Sean Martin, Town Administrator, will present the Capital (Fixed) Asset Disposal/Transfer Policy. **(AGENDA ITEM #3D)**

ACTION: Adopt the Policy as presented.

E. CHAMBER BUDGET REQUEST

Sean Martin, Town Administrator, will present the requested contribution increase. **(AGENDA ITEM #3E)**

ACTION: Approve the requested contribution increase as presented.

F. FINANCE OFFICER APPOINTMENT

Staff is requesting the Board appoint Finance Director Mary Jo Lennon as Finance Officer, effective immediately. Sean Martin, Town Administrator, is currently appointed to this role. Staff is requesting the change in response to recommendations made by the Auditor to improve internal control. This change is consistent with GAAP and other Municipalities of our size.

ACTION: Appoint Mary Jo Lennon to Finance Officer as presented.

4. RESOLUTION(s)**A. RESOLUTION #2024-18 FOR APPROVING WATER SHORTAGE RESPONSE PLAN**

The N. C. G. S. 143-355 (I) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out

in a Water Shortage Response Plan and submitted to the Department for review and approval. **(AGENDA ITEM #4A)**

ACTION: To approve Resolution #2024-18 as presented.

5. OTHER BUSINESS/PREVIOUS AGENDA ITEMS

A. Department Briefings/Reports

Department Heads will provide departmental updates at this time and answer any questions the Board may have. The following monthly reports are provided as information.

- Town Administrator's Report **(AGENDA ITEM #5A.1)**
- Finance Report **(AGENDA ITEM #5A.2)**
- Tax Collector's Rate Report **(AGENDA ITEM #5A.3)**
- Post Office Report **(AGENDA ITEM #5A.4)**
- Police Department Report **(AGENDA ITEM #5A.5)**
- Police Department Fuel Report **(AGENDA ITEM #5A.6)**
- Fire Department Fuel Report **(AGENDA ITEM #5A.7)**
- Public Works Department Fuel Report **(AGENDA ITEM #5A.8)**

B. Recognition of Employee(s)

Recognition for obtaining certificates Town's employees are provided as information.

1. Joseph Graham received a recommendation from Police Chief Bruce Smith for the vacant Police Sergeant position. Joseph took the Oath of Office on March 20, 2024 for the Police Sergeant position. Joseph also received an Intermediate Law Enforcement Certificate and an Advanced Law Enforcement Certificate, both from the NC Department of Justice of the State of North Carolina (NC Criminal Justice Education and Training Standards Commission). **(AGENDA ITEM #5B.1)**
2. Police Officer Winfort Nichols received the Advance Law Enforcement Certificate from the NC Department of Justice of the State of North Carolina (NC Criminal Justice Education and Training Standards Commission). **(AGENDA ITEM #5B.2)**
3. Amber Glisson received a Certified Local Government Finance Officer certificate from the NC Government Finance Officers Association. **(AGENDA ITEM #5B.3)**

OPEN FORUM: Three (3) minutes per citizen. Should state name and address.

CLOSED SESSION: NCGS § 143-318.11(a)(6)

MEETING ADJOURNED TO DATE CERTAIN FOR BUDGET COMMITTEE MEETING