

**TOWN OF WHITE LAKE
BOARD OF COMMISSIONERS
AGENDA COMMUNIQUE
May 14, 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: May 14, 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 approve the Agenda Consent items as presented.
(Agenda Items 1A through 1D).

ACTION: Approve the agenda consent items 1A through 1D
as presented (to include the Supplemental Agenda
if one is provided).

A. Agenda Adoption

The Board shall consider the proposed agenda (including the Supplemental Agenda if one is provided) as presented. Board members may by majority vote 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

1. March 12, 2024 Closed Session Minutes.
2. April 9, 2024 Regular Meeting.
3. April 9, 2024 Closed Session Minutes.
4. April 30, 2024 Adjourned Board of Commissioners Meeting.

C. April Utility Release(s) (1,196.57)

April utility releases **(\$1,196.57)** are submitted for the Board's consideration. All leak release requests have been approved by the Public Works Director. **(Agenda Item #1C).**

D. April Tax Release(s) (\$339.23)

Reductions, refunds, and releases of tax claims are matters to be decided by the Town's governing body. By NC Statute, tax releases are not to be left to the

discretion of the Tax Collector. Once a tax bill has been computed, it can only be released by specific authorization of the governing body [NC General Statute 105-80, 105-381(b), and 105-373(a) (3)]. April tax releases **(\$339.23)** are presented for the Board's consideration. All releases have been approved by the Bladen County Tax Administrator's office. **(Agenda Item #1D)**.

2. PRESENTATION

Presentation from Solitude Lake Management.

3. ADMINISTRATIVE MATTERS

A. Project Update(s)

1. White Lake "Lake" Water Management Project Update

Dr. Diane Lauritsen, Ph.D., LIMNOSCIENCES has provided her monthly update of activities for the month of May. Town Administrator Sean Martin will present the project update. **(Agenda Item #3A.1)**.

2. White Lake Water AIA Project Update

Deepthi Kaylanam, PE with WithersRavenel has provided an update for April and May. Town Administrator Sean Martin will present the project update **(Agenda Item #3A.2)**.

B. Engagement letter and Contract to Audit Accounts FY Ending 2023-24 - Thompson, Price, Scott, Adams & Co., PA

Bryon Scott with Thompson, Price, Scott, Adams & Co., PA. submitted a contract to Audit Accounts for FY 2023-24. Audit report due date October 31, 2024. **(Agenda Item #3B)**

ACTION: Approve the contract as presented.

C. Response to Auditor's Findings, Recommendations, and Fiscal Matters for Fiscal Year ended June 30, 2022. (Agenda Item #3C).

ACTION: Accept the response as presented.

D. Response to Auditor's Findings, Recommendations, and Fiscal Matters for Fiscal Year ended June 30, 2023. (Agenda Item #3D).

ACTION: Accept the response as presented.

E. Public Works Expenditure Request

Public Works is requesting Board approval for two (2) disbursements totaling \$69,549.83. The first expenditure is for a SD150M Dri-Prime Pump for \$43,424.83 to be used at the Wastewater Treatment Facility. The second expenditure is for Public Works equipment storage building in the sum of \$26,125.00. These expenditures are proposed utilizing current department budget excess revenues over expenditures.

ACTION: Approve the request as presented.

F. Interlocal Agreement Between County of Bladen and the Town of White Lake (\$50,000.00)

The Interlocal Agreement on April 15, 2024 between the County of Bladen and the

Town of White Lake is to assist with the Lake Management Plan. The (\$50,000) will be used for the public purpose of assisting the Town with implementing a water clarity and water quality project identified in the Lake Management Plan. The effective date of this Interlocal Agreement shall be April 15, 2024. **(Agenda Item #3F).**

ACTION: Accept the agreement as presented.

4. BUDGET ORDINANCE(S)

A. FY 23/24 Budget Ordinance Amendment #2024-10 (Police Department) (\$6,072.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-10 for the FY ending June 30, 2024. This amendment is necessary to budget the increase in revenues from insurance payout on totaled police vehicle from Interlocal Risk Financing and increase in expense due to the cost incurred during the removal of the Police Department vehicle upfit. The insurance valued the totaled vehicle at (\$5,876.00) less a (\$500.00) deductible and reimbursed the Town (\$696.00) for removal of the police upfit. **(Agenda Item 4A).**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-10 as presented.

B. FY 23/24 Budget Ordinance Amendment #2024-11 (Administration Department) (\$31,750.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-11 for the FY ending June 30, 2024. This amendment is necessary to budget the prior year expense for the completion of the FY 21/22 Audit per 21/22 Amended Audit Contract from TSPA (\$24,000.00). This amendment also includes an increase for Current year expenditures from previously budget amount (\$15,500.00) to (\$23,250.00) per 22/23 Contract from TSPA. Both increases are the result of the unbudgeted expenses associated with additional examination required for grant proceeds and related expenditures. **(Agenda Item #4B)**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-11 as presented.

C. FY 23/24 Budget Ordinance Amendment #2024-12 (Fire Department) (\$3,227.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-12 for the FY ending June 30, 2024. This amendment is necessary to budget for an increase by a transfer from fund balance (\$3,227.00) and to increase expenses due from the unbudgeted expense of the White Lake Fire Department Volunteer Firefighter's workers compensation policy. **(Agenda Item #4C)**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-12 as presented.

D. FY 23/24 Budget Ordinance Amendment #2024-13 (Powell Fund) (\$46,250.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-13 for the FY ending June 30, 2024. This amendment is necessary to increase budgeted revenues for the transfer from Powell Fund capital reserves and to increase budgeted

expenses for the asphalt paving of W. Williams Street and Alexander Drive and patching on 16 roads. **(Agenda Item #4D).**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-13 as presented.

E. FY 23/24 Budget Ordinance Amendment #2024-14 (Zoning Department) (\$82,500.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-14 for the FY ending June 30, 2024. This amendment is necessary to budget the increase in revenues due to the receipt of a reimbursement grant from the Golden Leaf Foundation and to increase expenses for the expenditures incurred during the preparation of the Stormwater Master Plan. **(Agenda Item #4E).**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-14 as presented.

F. FY 23/24 Budget Ordinance Amendment #2024-15 (Streets Department) (\$20,593.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-15 for the FY ending June 30, 2024. This amendment is necessary to budget for the increase in revenues due to the receipt of a reimbursement grant from the US Department of Agriculture (USDA) and to increase expenses for the expenditures incurred during the preparation of the Streetscape Master Plan. **(Agenda Item #4F).**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-15 as presented.

G. FY 23/24 Budget Ordinance Amendment #2024-16 (Administration, Police, Fire, and Streets Departments) (\$245,078.00)

The Finance Office is submitting FY Budget Ordinance Amendment #2024-16 for the FY ending June 30, 2024. This amendment is necessary to budget for a transfer of unrestricted revenues from Fund 95 (ARPA) to the General Fund. This amendment also included the allocation of the use of the unrestricted funds. These allocations include: the purchase of a generator, ½ first responder vehicle, one set of turnout gear, ATV, street sweeper, two lawn mowers, a trailer, and other miscellaneous department upgrades. **(Agenda Item #4G).**

ACTION: Approve Fiscal Year Budget Ordinance Amendment #2024-16 as presented.

H. Amend the Town of White Lake Grant Project Ordinance for American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds Capital Project Ordinance #2022-03 (\$245,078.00)

The original ordinance was adopted on April 12, 2022 establishing a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Act of 2021 (ARP/CSLFRF). The proposed amendment establishes the project description, expenditure category, and cost objective of the project per State and Federal guidelines. **(Agenda Item #4H).**

ACTION: Approve the Amended CPO #2022-03 as presented.

5. OTHER BUSINESS/PREVIOUS AGENDA ITEMS

A. Departmental Briefings/Reports

The following departmental reports are provided as information.

- Town Administrator's Report (**Agenda Item #5A.1**)
- Finance Report (**Agenda Item #5A.2**)
- Tax Collector's 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. The Finance Department will cut off non-essential Department spending at 5:00 pm on May 24, 2024. Any non-essential expenditures after this date must be Pre-approved by the Town Administrator and Mayor.

C. The Finance Officer request that all Board recommendations for the proposed 2024-2025 budget be submitted in writing no later than 5:00 pm on Friday, May 24, 2024.

D. 2024 White Lake Water Festival

The 2024 White Lake Water Festival is scheduled for Friday, May 17, 2024 through Saturday, May 18, 2024. The parade will be held Saturday morning beginning at 10:00 a.m. If any Town Board members are riding in the parade, please be at the Scotchman by 9:30 a.m. a police officer will escort those who need a ride to the designated space in the parade lineup.

E. May 27th, 2024 Memorial Day Holiday Schedule

The Municipal Complex will be closed on Monday, May 27, 2024 in observance of Memorial Day. The public works on-call person will be available in case of water/sewer emergencies. (**Agenda Item #5E**)

F. Thank you from the Foothills Conservancy

The Foothills Conservancy sent a Thank you to the Town of White for supporting The Great Trails State Coalition – 2024 Dues/Sponsorship with a donation of \$250.00. (**Agenda Item #5F**).

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

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

MEETING ADJOURNED

