



BOARD OF ALDERMAN

Monday, June 09, 2025 at 6:00 PM

Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

Present: Mayor Meredith B. Smith, Mayor Pro-Tem Ashley Stewart, Alderman Tony Corriher, Alderman Ryan Nelms

Absent: Alderman Darrell Overcash

Staff Present: Town Manager Michael Ambrose, HR Director/Town Clerk Madison Stegall, Deputy Town Clerk Maddalyn Shuffler, Town Attorney Rick Locklear, Police Chief Matthew Geelen, Fire Chief Jason Smith, Parks And Rec Director Jessica St. Martin, Code Enforcement Officer Jeff Poindexter

1. INTRODUCTION:

1.1 Call Meeting to Order

Mayor Smith called the meeting to order at 6:00 PM.

1.2 Welcome

Mayor Smith welcomed those in attendance.

1.3 Moment of Silence and Pledge of Allegiance

Mayor Smith led those in attendance in a moment of silence and the Pledge of Allegiance.

1.4 Proclamation Honoring National Finance and Accounting Appreciation Week June 9-13, 2025

Mayor Smith read a proclamation honoring Police Officers and designating June 9 through June 13, 2025, as Finance and Accounting Appreciation Week in the Town of Landis.

1.5 Adoption of Agenda

ACTION: A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED WITH THE ADDITION OF ITEM 6.6 CONSIDER APPROVAL OF RESOLUTION #2025-06-09-08 FOR THE TEMPORARY CLOSURE OF AREAS DIRECTLY INFRONT OF LANDIS BAPTIST CHURCH DURING THE WEEK OF JUNE 23-27TH, 2025 FROM 5:30 PM-9:00 PM FOR THE CHURCH'S ANNUAL VACATION BIBLE SCHOOL, AND ITEM 6.7 CONSIDER DISCUSSION OF PLANNING BOARD REQUIREMENTS.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

2. CONSENT AGENDA:

All items below are considered to be routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless an Aldermen member so requests, in which event, the item will be removed from the Consent Agenda and placed in the appropriate corresponding Agenda Section to then be considered.

ACTION: A MOTION WAS MADE TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

- 2.1 Consider Approval of Work Session Meeting Minutes from May 8, 2025, and Regular Scheduled Meeting Minutes from May 12, 2025**
- 2.2 Consider Approval of the Fire Department Applying for the Enbridge Gas NC Fueling Futures Grant in the Amount of \$5,000 to Purchase Fire Hose Nozzles for Engine 441 and other Reserve Apparatus**
- 2.3 Consider Approval of FY26 List of Classifications and Corresponding Paygrades**
- 2.4 Consider Approval of Budget Amendment #28 to Record Fire Truck Purchase and to Account for Town Wide Printer/Copier Leases**
- 2.5 Consider Approval of Capital Project Ordinance #CPO-2025-06-09-1 for the Sewer AIA Project (Project 25-03)**
- 2.6 Consider Approval of Project Ordinance #PO-2025-06-09-1 for the Downtown Revitalization Project (Project 25-06) and Corresponding Resolution #2025-06-09-1**
- 2.7 Consider Approval of Capital Project Ordinance #CPO-2025-06-09-2 for the NC StRAP Project (Project 25-20) and Corresponding Resolution #2025-06-09-2**
- 2.8 Consider Approval of Project Ordinance #PO-2025-06-09-2 for the Tropical Storm Debby Project (Project 25-26) and Corresponding Resolution #2025-06-09-3**
- 2.9 Consider Approval of Grant Project Ordinance #GPO-2025-06-09-1 for Colonial Pipeline Grant to Purchase Ventilation and Extrication Tools for Engine 441 (Project 25-30)**

2.10 Consider Approval of Grant Project Ordinance #GPO-2025-06-09-2 for the Firehouse Subs Grant to Purchase 79 Sections of Fire Hose (Project 25-86) and Corresponding Resolution #2025-06-09-5

3. PUBLIC HEARINGS:

3.1 Consider FY26 Budget Ordinance Public Legislative Hearing and Approval of FY26 Budget Ordinance

Town Manager Michael Ambrose presented the proposed FY26 Annual Operating Budget.

ACTION: A MOTION WAS MADE TO OPEN PUBLIC LEGISLATIVE HEARING FOR FY26 BUDGET ORDINANCE.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

No Comments or Questions were made.

ACTION: A MOTION WAS MADE TO CLOSE PUBLIC LEGISLATIVE HEARING FOR FY26 BUDGET ORDINANCE.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

ACTION: A MOTION WAS MADE TO APPROVE THE FY26 ANNUAL OPERATING BUDGET ORDINANCE.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

4. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

4.1 Citizens' Comments

- **Phil Austin – 103 Jefferson Ave.** – Phil Austin revisited a previously discussed drainage issue, clarifying a misunderstanding from the 5/12/25 meeting that he never expected the Town of Landis to cover any costs associated with the problem. Mr. Austin stated that he had taken responsibility by hiring a contractor and spending thousands of dollars on erosion control. He noted that, in earlier conversations with Manager Ambrose, he was told the neighboring property owner would be responsible for the issue, and that enforcement would occur through a relevant Town code. Mr. Austin added that some curbing work had been completed with the understanding that it would be paid for by the neighboring property owners, Michael Wallace and his daughter, not by the Town. While some debris has been removed, significant materials remain behind the property, continuing to direct water onto his land. He further clarified that, contrary to statements made in the previous meeting, the neighboring property does have a water meter and is currently occupied. After speaking with County officials, Mr. Austin was informed that the matter falls under the jurisdiction of the Town. He asked the Town to verify whether a code exists to regulate water runoff between properties and, if so, to enforce it, or to provide clarification if no such code is in place.

- **Donna Deal – 1440 Patterson St.** – Donna Deal, a realtor with Bentley Realty in Kannapolis, stated that she is representing the owners of 616 S. Main Street in Landis. She acknowledged that the property was listed on the agenda for potential demolition at tonight’s meeting. Ms. Deal noted that the property has been listed for sale for approximately five days and expressed interest in exploring the owners’ options to delay demolition in order to allow time to secure a buyer. She also shared that within those five days; two potential buyers have expressed interest in the property.

5. ORDINANCES/RESOLUTIONS:

5.1 Consider Approval of Resolution #2025-06-09-6 to Accept Restitution Funds in the Amount of \$143,261.74

Town Manager Michael Ambrose provided a brief overview of the proposed resolution, explaining that the funds in question are from the 401(k) retirement accounts of Mr. Reed Linn and Ms. Ginger Gibson. He stated that the amount owed to the Town, as determined by the state, is \$143,613.74. In addition to the Town receiving these funds, Manager Ambrose noted that the Board would need to decide where the funds should be allocated within the Town’s financial accounts. Manager Ambrose added that he recommends placing the funds into the Fund Balance due to the amount of large projects that the Town is working on.

Mayor Pro Tem Ashley Stewart asked Town Attorney Richard Locklear if the funds received from the 401(k) accounts represented the full amount the Town could expect in restitution. Mr. Locklear confirmed that they did and emphasized that no additional funds should be anticipated from this particular restitution source. Mayor Pro Tem Stewart also asked whether this amount would be applied toward the total civil restitution owed. Mr. Locklear stated that the court-ordered restitution was substantial and indicated that this amount would most likely be credited accordingly.

Mayor Meredith Smith asked the Board whether the recently received funds should be placed into the Town’s Fund Balance or into a separate, restricted account.

Manager Ambrose explained that the Board had several options: the funds could be placed into a restricted account—similar to how ARPA funds were handled—allocated to a specific project, or added to the general Fund Balance. He noted that any use of restricted funds would require Board approval. Mayor Smith expressed her preference for placing the funds into a restricted account, citing the benefit of having them readily available for future needs. She added that when the Town previously took a similar approach with ARPA funds, it enabled the successful completion of several projects.

Alderman Tony Corriher voiced his support for placing the funds into the Town’s Fund Balance, commending Manager Ambrose for his ongoing work to improve both the Fund Balance and the overall budget.

Mayor Smith acknowledged Alderman Corriher’s comments and reiterated that her support for a restricted account was based on the flexibility and accountability it provides for unforeseen needs.

Mayor Pro Tem Ashley Stewart agreed with placing the funds into a restricted account, noting that the funds could still be used as needed, much like they would be if placed in the general Fund Balance.

Alderman Ryan Nelms echoed Mayor Pro Tem Stewart’s position, emphasizing that a restricted account would offer transparency by clearly showing citizens how the funds are used.

Town Attorney Richard Locklear asked the Board whether the restricted account, if created, would be closed once the current funds are depleted or remain open for potential future deposits.

Mayor Smith confirmed that any additional funds received in relation to the criminal cases could also be deposited into this account, making it a designated and secure place for current and future restitution-related funds.

The Board, along with the Mayor, Town Manager, and Town Attorney, held a discussion regarding the most appropriate placement of the funds.

ACTION: A MOTION WAS MADE TO ACCEPT THE RESITUTION FUNDS IN THE AMOUNT OF \$143,261.74.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

ACTION: A MOTION WAS MADE TO TABLE RESOLUTION #2025-06-09-6 REGARDING THE PLACEMENT OF THE RECEIVED FUNDS.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

5.2 Consider Approval to Close and Vacate the Property located at 616 S. Main St and Corresponding Ordinance #2025-06-09-1

Police Chief Matthew Geelen provided a brief overview of the property located at 616 S. Main Street, noting that the Code Enforcement Department has had an open case on the property since March 2024. Chief Geelen presented several photographs to the Board, showing the current condition of the property. He explained that while the vehicles seen in the images have since been removed, the structure itself remains in the same condition as depicted. Code Enforcement Officer Jeff Poindexter, with Alliance Code Enforcement, was present to answer any additional questions from the Board. Alderman Tony Corriher expressed support for giving the realtor additional time to attempt to sell the property.

Mayor Meredith Smith voiced concern about the potential risks to public safety if the property were sold without addressing the structural issues of the building.

Mayor Pro Tem Ashley Stewart asked Ms. Donna Deal, the realtor representing the property, for the current tax value. Ms. Deal responded that the property is valued at \$92,651.00.

Mayor Pro Tem Stewart then asked Ms. Deal, in her professional opinion, whether she believed the property held any real value. Ms. Deal replied that she did not believe it did.

Alderman Ryan Nelms inquired whether Ms. Deal was attending the meeting on behalf of the property owner or her real estate agency. Ms. Deal clarified that she was present in her capacity as the listing agent to explore and confirm the available options for the property. She explained that while the property is currently listed for sale, she also sought clarification on what potential future owners would be permitted to do with it.

ACTION: A MOTION WAS MADE TO CLOSE AND VACATE THE PROPERTY LOCATED AT 616 S. MAIN STREET AND CORRESPONDING ORDINANCE #2025-06-09-1.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (2-1)

Voting For: Ashley Stewart, Ryan Nelms

Voting Against: Tony Corriher

5.3 Consider Approval of Capital Project Ordinance #CPO-2025-06-09-3 for the Electric Substation Project (Project 25-62) and Corresponding Resolution #2025-06-09-4

Town Manager Michael Ambrose provided a brief overview of the proposed Capital Project Ordinance and the corresponding resolution for Project 25-62, which pertains to the electric substation project. He explained that the ordinance formally establishes the project's funding structure, with a total projected cost of \$4.1 million. Manager Ambrose outlined three potential cash flow options for the Board's consideration. Option 1: A four-year funding schedule, with the earliest possible completion date for the substation being June 30, 2028. Option 2: A three-year schedule, targeting an online date of June 30, 2027. Option 3: A two-year schedule, with the substation expected to be operational by August 30, 2026.

ACTION: A MOTION WAS MADE TO APPROVE CAPITAL PROJECT ORDINANCE #2025-06-09-3 FOR THE ELECTRIC SUBSTATION PROJECT (PROJECT 25-62) AND CORRESPONDING RESOLUTION #2025-06-09-4.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

ACTION: A MOTION WAS MADE TO APPROVE OPTION 3, USING \$600,000 FROM FY25 AND \$3.5 MILLION FROM FY26, TO FUND THE ELECTRIC SUBSTATION PROJECT BUILD.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

5.4 Consider Approval of Capital Project Ordinance #CPO-2025-06-09-4 for the South Central Avenue Sidewalk Repair Project (Project 25-32)

Town Manager Michael Ambrose provided a brief overview of the proposed Capital Project Ordinance for Project 25-32, which involves the South Central Avenue Sidewalk Repair. He explained that the project is currently in progress and noted two changes made to the original scope of work: the addition of a raised section in front of Mr. Locklear's office, and additional work to tie in the sidewalk area in front of Fifth Third Bank.

ACTION: A MOTION WAS MADE TO APPROVE CAPITAL PROJECT ORDINANCE #CPO-2025-06-09-4 FOR THE SOUTH CENTRAL AVENUE SIDEWALK REPAIR PROJECT (PROJECT 25-32).

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6. CONSIDERATIONS:

6.1 Consider Approval of BCBS Health Insurance Coverage and Humana Ancillary Benefits Coverage for FY26

Human Resources Director Madison Stegall presented the proposed FY26 Health and Ancillary Benefits Coverage. She reported a 2% decrease in premium rates from Blue Cross Blue Shield for the upcoming fiscal year and noted that telehealth appointments will now be covered at 100%. The Town currently contributes \$730.30 per employee toward health insurance, with an additional 7% contribution for employees who elect one of the high-performance plans. Director Stegall explained that the Town went to market for ancillary coverage due to continued rate increases from the current provider. She recommended transitioning all ancillary benefits—including vision, dental, short-term disability, and long-term disability—to Humana. This change would result in a 13.1% annual cost reduction and consolidate all ancillary coverage under a single provider.

ACTION: A MOTION WAS MADE TO APPROVE THE FY26 TOWN HEALTH INSURANCE COVERAGE WITH BLUE CROSS BLUE SHIELD, INCLUDING CONTINUED TOWN PROVIDED PREMIUM ASSISTANCE FOR EMPLOYEES, AND ANCILLARY BENEFIT COVERAGE THROUGH HUMANA.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6.2 Consider Approval of Renewing Ad Space for the Rowan County Chamber of Commerce Display

Town Manager Michael Ambrose provided a brief overview of the current advertising space the Town has maintained since 2021. He noted that the space has primarily been used to promote Lake Corriher Wilderness Park over the past several years. Manager Ambrose asked the Board for input on whether the content should continue to focus on the park or if other Town features or initiatives should be included in future advertisements.

Mayor Smith suggested that it would be a good idea to include DC & Frances Linn Community Park in the advertisement. Alderman Ryan Nelms agreed with the recommendation. Mayor Pro Tem Stewart proposed the idea of placing two separate ads—one featuring Lake Corriher Wilderness Park and the other highlighting DC & Frances Linn Community Park.

ACTION: A MOTION WAS MADE TO APPROVE RENEWING AD SPACE FOR THE ROWAN CHAMBER OF COMMERCE AND TO PURCHASE AN ADDITIONAL AD SPACE FOR THE DC & FRANCES LINN COMMUNITY PARK AT THE RATE OF \$544.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6.3 Consider Approval of Placing an Additional Stop Sign at W. Limits St. and N. Zion St. and Corresponding Resolution #2025-06-09-7

Town Manager Michael Ambrose provided a brief overview of the current stop sign placement at the intersection of W. Limits Street and N. Zion Street. He explained that there is currently a stop sign on N. Zion Street approaching W. Limits Street, as well as one for traffic traveling from W. Limits Street toward N. Main Street. Manager Ambrose noted that the Town has received complaints from residents living on W. Limits Street beyond N. Zion Street, requesting the installation of an additional stop sign due to concerns over vehicles speeding through the area.

ACTION: A MOTION WAS MADE TO APPROVE PLACING AN ADDITIONAL STOP SIGN AT WEST LIMITS STREET AND NORTH ZION STREET AND CORRESPONDING RESOLUTION #2025-06-09-7.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6.4 Consider Approval of 2025-2026 Alliance Code Enforcement Contract

Police Chief Matthew Geelen provided an update on the work Alliance Code Enforcement has completed with the Town. He explained that the contract presented to the Board covers 10 hours per week, totaling 40 hours per month, at a rate of \$50 per hour, amounting to \$2,000 monthly. Chief Geelen praised Alliance's performance over the past six months, noting they have successfully closed 35 cases during that time.

ACTION: A MOTION WAS MADE TO APPROVE THE FISCAL YEAR 2025-2026 ALLIANCE CODE ENFORCEMENT CONTRACT.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6.5 Consider Approval of Awarding Paving Contract On East Corriher Street to D.W. Castleberry In The Amount Of \$33,000 Dollars (Project 25-120)

Town Manager Michael Ambrose provided a brief overview of the paving contract for Project 25-120, the East Corriher Street Paving Project. He explained that this project serves as an extension of the ongoing Locke Lane paving work on East Corriher Street. Due to the current pavement conditions, the existing sections cannot be properly seamed together. This project would allow for full curb-to-curb repaving, preventing further pavement issues.

ACTION: A MOTION WAS MADE TO APPROVE AWARDING THE PAVING CONTRACT ON EAST CORRIHER STREET TO D.W. CASTLEBETTY IN THE AMOUNT OF \$33,000 (PROJECT 25-120).

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6.6 Consider Approval of Resolution #2025-06-09-08 for the Temporary Closure of Areas Directly Infront of Landis Baptist Church During the Week of June 23-27th, 2025 from 5:30 PM-9:00 PM for the Church's Annual Vacation Bible School

Town Manager Michael Ambrose provided a brief overview of the proposed resolution, explaining that it is an annual request from Landis Baptist Church for a temporary road closure during their Vacation Bible School.

ACTION: A MOTION WAS MADE TO APPROVE RESOLUTION #2025-06-09-08 FOR THE TEMPORARY CLOSURE OF AREAS DIRECTLY INFRONT OF LANDIS BAPTIST CHURCH DURING THE WEEK OF JUNE 23-27TH, 2025 FROM 5:30 PM-9:00 PM FOR THE CHURCH'S ANNUAL VACATION BIBLE SCHOOL.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

6.7 Consider Discussion of Planning Board Requirements

Mayor Smith requested that the Board table this item until the July 14th meeting, when Alderman Overcash would be present to participate in the discussion.

ACTION: A MOTION WAS MADE TO TABLE THE DISCUSSION OF PLANNING BOARD REQUIREMENTS UNTIL THE JULY 14, 2025 MEETING.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

7. REPORTS:

7.1 Departmental Reports (Included in the Board Packet)

7.2 Financial Report (Included in the Board packet)

7.3 Town Manager Report (Included in the Board packet)

8. UPCOMING EVENTS:

8.1 Upcoming Events (Included in the Board Packet)

- June 9th – Board of Aldermen Meeting at 6:00 PM
- June 17th – Planning Board Meeting at 6:00 PM
- June 23rd – DC & Frances Linn Park Committee Meeting at 6:00 PM
- July 4th – Town Offices Closed in Observance of Independence Day
- July 10th – Board of Aldermen Work Session at 5:30 PM
- July 11th – Downtown Cruise In from 5:00-9:00 PM on Central Ave
- July 14th – Board of Aldermen Meeting at 6:00 PM
- July 15th – Planning Board Meeting at 6:00 PM
- July 28th – DC & Frances Linn Park Committee Meeting at 6:00 PM

9. CLOSING:

9.1 Board Comments

9.2 Motion to Adjourn

ACTION: A MOTION WAS MADE TO ADJOURN AT 7:01 PM

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

Respectfully Submitted,

Madison T. Stegall, Town Clerk

DRAFT