



BOARD OF ALDERMEN

Monday, December 08, 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, Alderman Darrell Overcash

Staff Present: Town Manager Michael Ambrose, HR Director/Town Clerk Madison Stegall, Finance Director Gitza Ocasio Perez, Town Attorney Rick Locklear, Police Chief Matthew Geelen, Fire Chief Jason Smith, Parks & Rec Director Jessica St. Martin, Planning Director Phil Collins

1. INTRODUCTION:

1.1 Call Meeting to Order

Mayor Meredith 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 Adoption of Agenda

ACTION: A MOTION WAS MADE TO ADOPT THE AGENDA WITH SEVERAL AMENDMENTS. ITEM 2.3, CONSIDER APPROVAL OF 125 CELEBRATION FEE SCHEDULE, MOVED TO CONSIDERATIONS AS ITEM 8.10 AND TWO ADDITIONAL ITEMS WERE ADDED TO CONSIDERATIONS, ITEM 8.11 CONSIDER DISCUSSION OF UTILITY BILLING ERROR AND ITEM 8.12 CONSIDER DISCUSSION OF OPEN EMPLOYMENT.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Tied: (2-2)

Voting For: Ashley Stewart, Ryan Nelms

Voting Against: Darrell Overcash, Tony Corriher

Mayor Smith cast the deciding vote in the affirmative.

Motion Passed: (2-3)

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.

2.1 Consider Approval of Work Session Meeting Minutes from November 6, 2025, and Regular Scheduled Meeting Minutes from November 10, 2025

2.2 Consider Approval of FY25 Financial Amendment to the Auditors Contract

~~**2.3 Consider Approval of 125 Celebration Fee Schedule**~~ **Moved to Item 8.10**

Town Manager Michael Ambrose noted the FY25 financial amendment to the auditor's contract. He explained that Martin Starnes did not originally include the single audit for fiscal year 2025 in their contract. However, because the town spent federal grant dollars exceeding \$750,000 last year, a "yellow book" or single audit is required by federal and state governments. Manager Ambrose noted that due to a federal shutdown, the town has not received auditing guidelines for fiscal year 2025, which are expected by December 31st. The Local Government Commission has given all local governments a grace period through February 28, 2026, to submit their audits. The town's goal is to complete this between January 3rd and February 12th, 2026.

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

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

3. PRESENTATIONS:

3.1 Swearing In Elected Officials - Alderman Tony Corriher and Alderman Darrell Overcash

Alderman Darrell Overcash and Alderman Tony Corriher were officially sworn in by Town Clerk Madison Stegall. Each took the oath of office, affirming to support the constitution and laws of the United States, be faithful to North Carolina, and faithfully discharge their duties as aldermen for the Town of Landis.

4. RECESS/RECEPTION:

4.1 Consider Approval of a 15 Minute Recess

The board approved a 20-minute recess to celebrate the swearing-in ceremony with refreshments provided in the hallway.

ACTION: A MOTION WAS MADE TO RECESS FOR 20 MINUTES AT 6:08 PM.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO RECONVENE AT 6:24 PM.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

5. PUBLIC HEARINGS:

5.1 Consider Approval of Public Legislative Hearing for Zoning Map Amendment #ZMA-2025-12-08-1 - Parcel #106115 - 0 W. Hoke Street - SFR-3 to RMST

Manager Ambrose noted that the neighborhood meeting required for this zoning request had not yet occurred. Staff recommended opening the hearing but then recessing it until the January meeting, after the required community meeting takes place.

Planning Director Phil Collins noted that the community meeting would be held on December 17th at 6 PM at Town Hall.

ACTION: A MOTION WAS MADE TO OPEN THE PUBLIC LEGISLATIVE HEARING FOR ZONING MAP AMENDMENT #ZMA-2025-12-08-1 - PARCEL #106115 - 0 W. HOKE STREET - SFR-3 TO RMST.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO RECESS THE PUBLIC LEGISLATIVE HEARING FOR ZONING MAP AMENDMENT #ZMA-2025-12-08-1 - PARCEL #106115 - 0 W. HOKE STREET - SFR-3 TO RMST TO THE JANUARY 12, 2026, BOARD OF ALDERMEN MEETING.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

5.2 Consider Approval of Public Legislative Hearing for Zoning Map Amendment ZMA-2025-12-08-2 - Parcel #130B09601 - 1335 Mt. Moriah Church Road - SFR-2 to MU-1

Director Collins gave a brief overview of the proposed Zoning Map Amendment. He explained that while the request from SFR-2 to MU-1 is not aligned with the land use plan, the proposed zoning designation would allow for development consistent with the existing pattern of properties to the east, south, and west.

ACTION: A MOTION WAS MADE TO OPEN THE PUBLIC LEGISLATIVE HEARING FOR ZONING MAP AMENDMENT ZMA-2025-12-08-2 - PARCEL #130B09601 - 1335 MT. MORIAH CHURCH ROAD - SFR-2 TO MU-1.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

No comments were made.

ACTION: A MOTION WAS MADE TO CLOSE THE PUBLIC LEGISLATIVE HEARING FOR ZONING MAP AMENDMENT ZMA-2025-12-08-2 - PARCEL #130B09601 - 1335 MT. MORIAH CHURCH ROAD - SFR-2 TO MU-1.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO APPROVE AND ADOPT ZONING MAP AMENDMENT ZMA-2025-12-08-2 - PARCEL #130B09601 - 1335 MT. MORIAH CHURCH ROAD - SFR-2 TO MU-1.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

5.3 Consider Approval of Public Legislative Hearing for Zoning Map Amendment #ZMA-2025-12-08-3 - Parcel #130331 - 0 W. Ryder Avenue - SFR-3 to MU-1

Director Collins gave a brief overview of the proposed Zoning Map Amendment. He explained that while the request from SFR-3 to MU-1 is not aligned with the land use plan, the proposed zoning designation would allow for development consistent with the existing pattern of properties to the east, south, and west.

ACTION: A MOTION WAS MADE TO OPEN THE PUBLIC LEGISLATIVE HEARING FOR ZONING MAP AMENDMENT #ZMA-2025-12-08-3 - PARCEL #130331 - 0 W. RYDER AVENUE - SFR-3 TO MU-1.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

No comments were made.

ACTION: A MOTION WAS MADE TO CLOSE THE PUBLIC LEGISLATIVE HEARING FOR ZONING MAP AMENDMENT #ZMA-2025-12-08-3 - PARCEL #130331 - 0 W. RYDER AVENUE - SFR-3 TO MU-1.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO APPROVE AND ADOPT ZONING MAP AMENDMENT #ZMA-2025-12-08-3 - PARCEL #130331 - 0 W. RYDER AVENUE - SFR-3 TO MU-1.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

6. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

6.1 Citizens' Comments

- Amy Talbert – 501 N. Zion St.- Expressed gratitude to the Town of Landis Police Department, EMS workers, and Fire Department for their response to a neighbor's house fire on October 22nd. She noted how quickly they arrived and secured the area, preventing the fire from spreading to neighboring properties. She presented thank-you baskets for the Landis Fire Department as a token of appreciation

7. OLD BUSINESS:

7.1 Consider Discussion of Setting a Date and Time for Elected Officials Ethics Training

The Board discussed scheduling options for the required ethics training. They considered holding it before a Thursday work session in February. After discussion, the board decided to table the matter until January.

ACTION: A MOTION WAS MADE TO TABLE SETTING A DATE AND TIME FOR ELECTED OFFICIALS ETHICS TRAINING TO THE JANUARY 12, 2026, BOARD OF ALDERMEN MEETING.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-1)

Voting For: Ashley Stewart, Darrell Overcash, Ryan Nelms

Voting Against: Tony Corriher

7.2 Consider Approval of Tabled Traffic Impact Analysis Change in the Landis Development Ordinance

Director Collins presented the proposed traffic impact analysis requirements for the Landis Development Ordinance. He explained that the draft would set the threshold at 1,000 vehicles per day for residential developments (changed from his initial suggestion of 2,000), which is more stringent than NCDOT's current 3,000 trip threshold. This would require developers to conduct more detailed traffic studies for new developments.

The Board agreed to set a public hearing for January 12th to formally consider these changes.

ACTION: A MOTION WAS MADE TO SET A PUBLIC HEARING FOR THE JANUARY 12, 2026, BOARD OF ALDERMEN MEETING TO CONSIDER THE APPROVAL OF THE TRAFFIC IMPACT ANALYSIS CHANGE IN THE LANDIS DEVELOPMENT ORDINANCE.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (3-1)

Voting For: Ashley Stewart, Darrell Overcash, Ryan Nelms

Voting Against: Tony Corriher

8. CONSIDERATIONS:

8.1 Consider Approval of the Rowan County Erosion Control Contract

Town Manager Michael Ambrose presented a contract with Rowan County for erosion control services. He explained that while the county has been handling erosion control for all town developments, there had never been an official contract. The agreement formalizes the existing arrangement, with no money changing hands between the town and county. Any fees are collected directly from developers by the county.

ACTION: A MOTION WAS MADE TO APPROVE THE ROWAN COUNTY INTERLOCAL AGREEMENT FOR EROSION AND SEDIMENTATION CONTROL.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.2 Consider Approval of Funding Request for the EDC for Fiscal Year 2025-2026

Manager Ambrose presented the funding request from the Rowan County Economic Development Commission for fiscal year 2026, which was \$10,371.89. He noted this represented about a 5% increase from last year's payment of \$9,843.34. The funds are allocated in the administration budget.

ACTION: A MOTION WAS MADE TO APPROVE THE FUNDING REQUEST FOR THE EDC FOR FISCAL YEAR 2025-2026 IN THE AMOUNT OF \$10,371.89.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.3 Consider Discussion of Paving The Lake Warrior Dam Area and Repairs On The Dam

Manager Ambrose presented a request from Lake Warrior Golf Course regarding repairs to a bridge and paving assistance on their maintenance path. He clarified that only the bridge itself is within town limits, not the entire road for which paving was requested. Manager Ambrose recommended focusing only on evaluating the bridge repair needs.

The Board discussed the town's interest in the area, noting that the town maintains raw water storage at Lake Warrior and provides electrical service to the golf course and surrounding subdivision. After discussion, the Board directed staff to obtain quotes for the bridge repair only and to bring those estimates back during budget meetings in March or April.

8.4 Consider Approval of Two New Stormwater Technician Positions Currently In Our New Modified Stormwater Budget

Manager Ambrose requested approval to add two stormwater technician positions that were included in the modified stormwater budget.

ACTION: A MOTION WAS MADE TO APPROVE TWO NEW STORMWATER TECHNICIAN POSITIONS THROUGH THE MODIFIED STORMWATER BUDGET.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.5 Consider Approval of Planning Board Resignation and Consider Approval of Posting for New Alternate Member

Human Resources Director/Town Clerk Madison Stegall reported that alternate Planning Board member Mark Bringle submitted his resignation on November 17th. The Planning Board requested authorization to advertise for a new alternate position.

ACTION: A MOTION WAS MADE TO ACCEPT THE RESIGNATION FROM MARK BRINGLE AND AUTHORIZED ADVERTISING OF THE POSITION AND TO ACCEPT APPLICATIONS FOR THE ALTERNATE POSITION.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.6 Consider Approval of 2026 Member and Alternate Appointments to the Centralina Regional Council Board of Delegates

Director Stegall noted that Mayor Pro Tem Stewart currently serves as the primary representative to the Centralina Regional Council Board of Delegates, with Mayor Smith as the alternate member. After brief discussion, the Board decided to maintain these appointments for 2026.

ACTION: A MOTION WAS MADE TO MAINTAIN THE CENTRALINA REGIONAL COUNCIL BOARD DELEGATE APPOINTMENTS AS IS WITH MAYOR PRO TEM ASHLEY STEWART SERVING AS PRIMARY REPRESENTATIVE AND MAYOR MEREDITH SMITH SERVING AS THE ALTERNATE MEMBER.

Moved By: Darrell Overcash, Ashley Stewart

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.7 Consider Approval of Authorizing a Parcel Survey for the DC & Frances Linn Park to Consolidate All Individual Town Owned Parcels into a Single Recorded Plat

Manager Ambrose explained that there are currently eight separate parcels that make up the DC and Frances Linn Park. Combining these into a single parcel would alleviate setback requirements mandated by the Land Development Ordinance. Mayor Smith explained that the current configuration of multiple parcels prevents certain needed improvements, such as underpinning work on the depot building, because structures cannot be placed across property lines even though all parcels are town-owned.

ACTION: A MOTION WAS MADE TO AUTHORIZE A PARCEL SURVEY FOR THE DC & FRANCES LINN PARK TO CONSOLIDATE ALL INDIVIDUAL TOWN OWNED PARCELS INTO A SINGLE RECORDED PLAT.

Moved By: Ashley Stewart, Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.8 Consider Approval to Transition to Members Only Operations for the Landis Pool for the 2026 Season and Approval of Potential Bonus for Lifeguards

Parks and recreation director Jessica St. Martin presented a proposal to transition the Landis pool to a members-only facility for the 2026 season. This change was recommended to address lifeguard staffing issues, maintenance and chemical usage concerns due to overcapacity, and based on feedback from current members and survey results.

Current membership rates were discussed: resident family memberships (family of 4) cost \$260, while non-resident family memberships cost \$465. Additional family members could be added for \$40 each. Individual resident memberships are \$160, while non-resident individual memberships are \$315.

Director St. Martin clarified that the pool would still be open to anyone who purchases a membership, not just Landis residents, and that members could bring guests who pay a daily admission fee. The pool would also still be available for rentals by non-members.

The Board also discussed a proposal to offer lifeguard bonuses (\$150 after working 26 hours and another \$150 after 86 hours) to encourage better staffing levels and attendance.

The Board extensively discussed revenue impacts and community access.

ACTION: A MOTION WAS MADE TO APPROVE THE LANDIS POOL TRANSITION TO MEMBERS ONLY OPERATIONS FOR THE 2026 SEASON AND AUTHORIZED A \$300 LIFEGUARD INCENTIVE.

Moved By: Ashley Stewart, Tony Corriher

Motion Passed: (3-1)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher

Voting Against: Ryan Nelms

8.9 Consider Discussion of 125th Anniversary Celebration

The Board discussed plans for the town's 125th anniversary celebration scheduled for May 2, 2026, from 4 to 10 PM. Director St. Martin reported that attractions and vendors will be spread throughout downtown on Central Avenue and Main Street.

The event will feature a magician, face painters, balloon twisters, rides including a Ferris wheel and fun house maze, and unique attractions like Sellar Creek Farms providing "cow cuddle pictures" with baby highland cows. The Band of Oz will perform from 7 to 10 PM.

The Board discussed transportation options including using trolleys as shuttles, as well as parking arrangements at local churches and schools. They also suggested adding a Friday night component to make it a weekend-long celebration, possibly featuring the local band "Almost Classic" and inquired about a Beer Garden Friday and Saturday. The Board confirmed that there was no Road Closure Ordinance change needed.

8.10 Consider Approval of 125 Celebration Fee Schedule

The board reviewed merchandise pricing for 125th anniversary items. There was discussion about creating a mural-themed T-shirt design that had been previously discussed but not implemented. The Board expressed interest in a 125 T-shirt design with the mural on the back and utilizing the font from 125 Banner option #2.

ACTION: A MOTION WAS MADE TO APPROVE THE SALE AND PROPOSED ITEM FEES FOR THE 125TH ANNIVERSARY MERCHANDISE AND FOR STAFF TO INCLUDE A MURAL T-SHIRT IN THE SALES.

Moved By: Ashley Stewart, Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

8.11 Consider Discussion of Utility Billing Error

Alderman Ryan Nelms requested a discussion about a recent utility billing error that had generated significant community concern. Town Manager Michael Ambrose explained that a problem occurred with the town's third-party mail provider, resulting in utility bills being sent out with fees missing. The incorrect bills were being re-mailed as of that day.

Manager Ambrose noted that over 400 citizens had called on December 2nd after noticing their bills were unusually low. The corrected bills would maintain the standard due date of the 25th, but since that falls on Christmas, payments would actually be due on the next business day, December 29th, with late fees applied on December 30th.

The Board discussed the importance of communicating this information to residents, especially that they would have until December 29th to pay without penalty. Alderman Nelms emphasized the significance of the error, noting it could have represented at least \$260,000 in lost revenue if not caught.

8.12 Consider Discussion of Open Employment

Alderman Ryan Nelms requested information about current staff vacancies. Human Resources Director Madison Stegall reported that the town currently had one police officer position, one water resource position, one firefighter position, one public works director position, four part-time firefighter positions, and the two newly approved stormwater technician positions open.

Manager Ambrose explained the town's three-interview hiring process and noted that while progress was being made on filling positions, some took longer due to scheduling difficulties, especially during the holidays. He also mentioned that a new finance director, Mrs. Gitza Ocasio Perez, had been hired but would be officially sworn in after completing the bonding process.

9. REPORTS:

9.1 Departmental Reports (Included in the Board packet)

9.2 Financial Report (Included in the Board packet)

9.3 Town Manager Report (Included in the Board packet)

Town Manager Michael Ambrose highlighted the upcoming "Landis Cares" citizen academy and resource education series scheduled to begin February 24th. The program will help citizens better understand town departments and operations through weekly Tuesday sessions.

He also mentioned plans to enhance marketing and communication in 2026 to increase transparency about town projects, particularly highlighting the federal grant dollars being used for infrastructure improvements.

10. UPCOMING EVENTS:

10.1 Upcoming Events (Included in the Board packet)

Mayor Smith announced several upcoming events and closures:

- Campfire at the Lake with Santa on December 13th from 4-6 PM
- Planning Board meeting on December 16th
- Town offices closed December 19th from 11:30-2:00 for employee luncheon
- Town offices closed December 24th-26th and December 31st (closing at 3 PM)
- Town offices closed January 1st
- Work session on January 8th
- Board meeting on January 12th
- Town hall closed on January 19th for Martin Luther King Jr. holiday
- Planning Board meeting on January 20th
- DC Francis Park Committee meeting on January 26th

11. CLOSING:

11.1 Board Comments

No comments made.

11.2 Motion to Adjourn

ACTION: A MOTION WAS MADE TO ADJOURN AT 7.57 PM.

Moved By: Ashley Stewart, Tony Corriher

Motion Passed: (4-0)

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

Respectfully Submitted,

Madison T. Stegall, Town Clerk