



WORK SESSION

Thursday, July 10, 2025 at 5:30 PM

Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

Present: Mayor Meredith B. Smith, Alderman Tony Corriher, Alderman Ryan Nelms, Alderman Darrell Overcash

Absent: Mayor Pro-Tem Ashley Stewart

Staff Present: Town Manager Michael Ambrose, HR Director/Town Clerk Madison Stegall, Deputy Town Clerk Angie Sands, Town Attorney Rick Locklear, Police Chief Matthew Geelen, Fire Chief Jason Smith, Parks And Rec Director Jessica St. Martin

1. INTRODUCTION:

1.1 Call Meeting to Order

Mayor Smith called the meeting to order at 5:30 PM.

1.2 Welcome

Mayor Smith welcomed those in attendance.

1.3 Adoption of Agenda

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

Moved By: Darrell Overcash, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Darrell Overcash, Ryan Nelms, Tony Corriher

2. CONSIDERATIONS:

2.1 Consider Discussion of the Agenda Packet for the July 14, 2025, Regular Scheduled Meeting in Order to Provide Opportunities for Board Members to Study Issues, Gather and Analyze Information, and Clarify Direction for Staff

07//14/25 Agenda Items Discussed: (The Agenda for 07/14/25 was discussed sequentially, only the items that were deliberated will be mentioned below)

2.3 Consider Approval of Change Order #2 for the South Upright Street Sewer Rehab (Project 25-02)

Town Manager, Michael Ambrose, addressed the South Upright Street sewer rehab project. Manager Ambrose explained that the lines were deeper than originally anticipated, requiring more materials and pipes to complete the project. He noted that the bids received maintained the original pricing per unit. Manager Ambrose added that he was researching whether some costs could be recouped through the state's contingency fund, but that wouldn't be determined until the project's completion.

2.4 Consider Approval of Budget Amendment #31 to Decrease FY25 Funds for Water/Sewer Projects that Have Been Reallocated in Fiscal Year 26

Town Manager Ambrose explained that Budget Amendment #31 would decrease funds for projects that spanned multiple fiscal years. He clarified that this would bring the correct allocation for FY26 for ongoing projects.

2.5 Consider Approval of Budget Amendment #1 to Fund the Electric Substation (Project 25-62), 12KV Conversion Project (Project #25-18) and Street Name Sign Project (Project #25-70)

Town Manager Ambrose addressed Budget Amendment #1 for the new fiscal year, which would fund the electric substation, 12KV conversion, and the street sign project. Manager Ambrose noted that the electric fund substation had been voted on previously for this fiscal year.

2.6 Consider Approval of Budget Amendment #2 to Reflect Powell Bill Funds To Adequately Align Expenditures for FY26

Budget Amendment #2, which Town Manager Ambrose explained, would properly reflect Powell Bill Fund expenditures and allocations going forward, as well as account for the sidewalk project that finished financially on June 30, 2025. Manager Ambrose noted that \$13,914 would be added to the budget amendment for contingency fee funds related to the sidewalk project.

4.1 Consider Approval of Public Lighting Contract with Duke Energy for Landis Ridge Development Street Lights

Town Manager Ambrose explained the Duke Energy lighting contract for the Landis Ridge development, and that this was a 10-year agreement with Duke Energy at a rate lower than previously proposed. Manager Ambrose stated that the contractor/developer had requested the town pay the entire amount of \$690.30 monthly, but his recommendation was to pay only \$433.64 per month, consistent with other lighting contracts. The Board appeared to support the Town Manager's recommendation.

4.2 Consider Discussion of FY25 Paving Contract

Town Manager Ambrose explained that the contract from August 2024 with NJR as the contractor has seen no progress, with no timeline established for when the project would begin. He noted that auditors had contacted his office to emphasize that the project needed to be completed before the end of the fiscal year. The Board discussed their options, with a consensus forming to send the contract back for new bids, as it has been nearly a year with no action from the current contractor.

4.3 Consider Discussion of 100,000 Gallon Water Tank Logo Design (Project 25-05)

Town Manager Ambrose presented the logo design options for the 100,000 gallon water tank. The Board discussed the proposed logo versus the original town logo, noting that the vendor was not able to use all of the town's colors and small details on the water tank. They also discussed placement of the logos on the tank, with some Board members suggesting rotating the placement to face Mount Moriah and Ryder instead of the current proposed placement.

4.4 Consider Approval of Awarding Demolition of 616 S. Main Street to Morgans Demolition in the Amount of \$8,000

Town Manager Ambrose presented Morgan Demolition's bid of \$8,000, which was the lowest received for the demolition of 616 South Main Street. Police Chief Matthew Geelen was present to answer questions. Chief Geelen explained that the property had been considered for sale, but while there had been a potential buyer, they had backed out. Another potential buyer was interested but no agreement on price had been reached. The demolition would remove everything down to dirt level, except for the sidewalks.

4.5 Consider Discussion of Purchasing iPads for the Board of Aldermen to Utilize for Agenda Management

Human Resources Director/Town Clerk, Madison Stegall, outlined that using iPads would streamline operations, improve accessibility, and reduce paper costs. The current expense for packets was approximately \$1,700, plus staff time and labor. The proposal included iPad Air 11-inch devices at \$749 each, plus Apple Magic Keyboards at \$300 each, with a total first-year cost of approximately \$6,499, including a \$20 monthly service fee per device. The Board discussed the practicality and benefits of digital access to meeting materials, with most members expressing support for the transition and adding an additional iPad for the Town Attorney.

4.6 Consider Approval of 125 Year Landis Logo and Banner Design and Discussion of the 125th Anniversary Celebration

Town Manager Ambrose presented designs created with Miller Davis, Lettered Lilly, and others for logos and banner designs. The Board discussed merchandise options including shirts, ornaments, coins, cups, and hats, with proceeds potentially going toward the DCFL project. For the celebration event, they settled on a two-day event on May 1-2, 2026, with a car show and local entertainment on Friday night, and a larger celebration with a band on Saturday from 4:00-10:00 PM. Jessica St. Martin, Parks and Recreation Director, provided cost estimates, noting that bands would cost \$7,000-15,000, attractions would cost \$8,000-12,000, plus additional expenses for restrooms and marketing. The Board discussed a budget of \$50,000-65,000 for the event, potentially using restitution funds if there was a shortfall.

4.7 Consider Approval of New Foundations for the Historical Structures Within D.C. & Frances Linn Park (Project 25-21)

Town Manager Ambrose addressed the approval of new foundations for historical structures within DCFL Park. This concerned new foundations for the jail and post office buildings being relocated to the park. The DCFL Park Committee recommended accepting Piedmont Footing's bid of \$15,350, which was significantly lower than Porter and Crest's bid of \$22,010.

4.8 Consider Discussion of Fire Building Addition to the DC and Frances Linn Park

Town Manager Ambrose discussed the fire building addition to the DCFL Park. He explained that the project had never been finalized with the architect, and costs had increased from an initial \$540,000 to the current estimate of \$770,000. The DCFL Park Committee had rejected the project due to cost. There was significant debate among the Board about whether the fire truck should be housed in the park or remain at the fire station. Some Board members expressed concern about the cost and practicality, while others noted that it had been part of the original 2009 plan and was discussed extensively in October 2023. Town Manager Ambrose clarified that they were not voting to build it immediately, but would need to decide whether to include it in architectural plans.

4.9 Consider Approval of the Fire Department Applying for the FEMA Fire Prevention and Safety Grant for the Purchase of a Taylor'd Series 12 Training Prop Which Requires a 5% Local Funding Match

Fire Chief, Jason Smith, discussed the fire department's application for a FEMA fire prevention and safety grant for a training prop. Chief Smith explained that the total cost would be \$63,850 with a 5% local match of \$3,040, which would come from the Fire Departments equipment budget.

4.10 Consider Approval to Receive the Enbridge Fueling Futures Grant Funding for New Fire Nozzles for Engine 441 In The Amount Of \$5,000 and Corresponding Budget Amendment #3 (Project 26-124)

Fire Chief, Jason Smith, addressed the approval to receive the Enbridge Fueling Futures Grant funding for new fire nozzles for Engine 441. Fire Chief Smith explained that the \$5,000 grant from Enbridge (formerly Dominion Gas) would purchase eight nozzles for the department's new truck.

4.11 Consider Approval of Resolution #2025-07-14-1 to Authorizing the Purchase of 8 New Nozzles from Newton's Fire & Safety Equipment In the Amount Of \$5,000 to be Funded Through the Enbridge Fueling Futures Grant (Project 26-124)

Town Manager Ambrose explained that Resolution #2025-07-14-1 was to approve the purchase of the fire nozzles from Newton's Fire and Safety Equipment with the grant funds.

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

Town Manager Ambrose explained that Resolution #2025-06-09-6 was to accept restitution funds in the amount of \$143,261.74 from Reed Linn and Ginger Gibson's retirement accounts. Town Manager Ambrose explained that the Board needed to decide whether to put the funds in the general fund balance or in a restricted line-item account. Mayor Smith noted that she had received inquiries from residents about whether they would receive any funds back from the restitution and expressed that citizens wanted to see the funds in a restricted account. The Board seemed to lean toward placing the funds into a town fund rather than issuing payments to individual citizens, and would vote at the next meeting on which type of account to place them in.

5.2 Consider Approval of Proofs for Ad Space on the Rowan County Chamber of Commerce Display

Parks and Recreation Director, Jessic St. Martin, addressed renewing ad space for the Rowan County Chamber of Commerce display directory. The Board reviewed the proposed ads, discussing whether to use red or green coloring, and suggesting modifications to ensure that both the Wilderness Park and DCFL Park ads would be distinct yet complementary. They recommended matching the greens on both ads and ensuring the address properly identified the location as being in Landis.

5.3 Consider Discussion of Planning Board Requirements

Town Manager Ambrose explained that the planning board had been having difficulty meeting quorums for the past few months, and this change to the LDO would help ensure meetings could proceed. The proposal would go to the Planning Board before returning to the Board of Aldermen for a public hearing.

3. CLOSING:

3.1 Motion to Adjourn

ACTION: A MOTION WAS MADE TO ADJOURN THE WORK SESSION MEETING AT 7:20 PM.

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Darrell Overcash, Ryan Nelms, Tony Corriher

Respectfully Submitted,

Madison T. Stegall, Town Clerk