



BOARD OF ALDERMAN

Monday, January 13, 2025, at 6:00 PM

Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

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

Members Absent: Mayor Pro-Tem Ashley Stewart

Staff Present: Town Manager Michael Ambrose, HR Director/Town Clerk Madison Stegall, Deputy Town Clerk Maddalyn Shuffler, Assistant Police Chief Kevin Young, Fire Chief Jason Smith, Public Works Director Blake Abernathy, Parks and Rec Director Jessica St. Martin, Planning, Zoning, Subdivision Administrator Phil Collins, Town Attorney Rick Locklear

1. INTRODUCTION:

1.1 Call Meeting to Order

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

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 AS PRESENTED WITH THE ADDITION OF ITEM 7.8 CONSIDER APPROVAL OF ORDINANCE #2025-13-1-4 DECLARING THE CLOSURE OF PORTIONS OF W. RICE STREET FROM S. MAIN STREET TO S. ZION STREET FOR THE LANDIS FIRETRUCK DEDICATION.

Moved by: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting for: Tony Corriher, Ryan Nelms, Darrell Overcash

2. PRESENTATIONS:

2.1 Martin Luther King, Jr. Day Proclamation

3. 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.

3.1 Consider Approval of Minutes from December 9, 2024, Board of Alderman Meeting

3.2 Consider Approval of Southeastern Consulting Engineers, Inc. as the Electrical Engineering Consultants for the New 33MW Electric Substation (Project 25-62)

3.3 Consider Approval of the Engineering Bid for the South Upright Pump Station Upgrade (Project 25-34)

3.4 Consider Approval of Budget Amendment #16 to allocate costs for the South Upright Sewer Rehabilitation Project Previously Approved (Project 25-02)

3.5 Consider Approval of Budget Amendment #15 to Allocate Costs for the Sewer AIA Grant Previously Approved (Project 25-03)

3.6 Consider Approval of Budget Amendment #3b to Reverse Budget Amendment #3 Which is No Longer Needed for the 100,000-Gallon Elevated Water Storage Tank (Project 25-05)

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

Moved By: Ryan Nelms, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

4. PUBLIC HEARINGS:

4.1 Consider Approval to Close E. Mills St. at E. Ryder Ave

Town Manager Michael Ambrose gave a brief overview of the area at East Mills and East Ryer Avenue. This closing was a recommendation by the NCDOT due to a safety concern with the intersection of HWY-29 and East Ryder Avenue.

ACTION: A MOTION WAS MADE TO OPEN THE PUBLIC HEARING FOR THE CLOSING OF E. MILLS STREET AT E. RYDER AVE.

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

Public Hearing Comments:

Jean Hilton Wrote in By Letter – 806 E Mills Drive – “I, Jean Hilton, want to cast my vote to close East Mills Drive. Thank you.”

No further comments were made.

ACTION: A MOTION WAS MADE TO CLOSE THE PUBLIC HEARING FOR THE CLOSING OF E. MILLS STREET AT E. RYDER AVE.

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

ACTION: A MOTION WAS MADE TO APPROVE THE CLOSING OF E. MILLS STREET AT E. RYDER AVE ALONG WITH THE APPROVAL OF CORRESPONDING ORDINANCE #OTC-2025-01-13-3.

Moved By: Tony Corriher, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

4.2 Consider Approval of Zoning Map Amendment ZMA-2025-01-13 Town-Owned Parcels on W. Taylor Street from CIV to SFR-1

Town Manager Michael Ambrose explained the Zoning Map Amendment for the town-owned parcels on W. Taylor Street. The Town recommends rezoning the parcels on W. Taylor Street from CIV to SFR-1, as they would fit in with the surrounding neighborhoods zoning. The Town of Landis held a neighborhood meeting on Monday, January 6th, 2025, to which several citizens stopped by and listened to the plans for these parcels and agreed with the rezoning of these parcels.

ACTION: A MOTION WAS MADE TO OPEN THE PUBLIC HEARING FOR ZONING MAP AMENDMENT ZMA-2025-01-13 TOWN-OWNED PARCELS ON W. TAYLOR STREET FROM CIV TO SFR-1.

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

No comments were made.

ACTION: A MOTION WAS MADE TO CLOSE THE PUBLIC HEARING FOR ZONING MAP AMENDMENT ZMA-2025-01-13 TOWN-OWNED PARCELS ON W. TAYLOR STREET FROM CIV TO SFR-1.

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

ACTION: A MOTION WAS MADE TO APPROVE ORDINANCE #ZMA-2025-01-13 TO CHANGE THE ZONING OF TOWN-OWNED PARCELS ON W. TAYLOR STREET FROM CIV TO SFR-1.

Moved By: Ryan Nelms, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

5. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

5.1 Citizens' Comments

- **Nadine Cherry – 410 W. Garden St.** – “I would like to know if there is any new information on the Mount Moriah Church Road apartment fires that you are allowed to speak about. It seems like we the tax paying citizens are the last ones to find out about anything that happens in this Town. Maybe even the Parkdale Plant 23 will eventually be bought by the Town. I know for a long time this has been talked about by the Planning Board. If I have any time left, I would like to let Gary Martin have the rest of my time. Thanks.”
- **Gary Martin – 301 S. Central Ave** – Mr. Gary Martin explained his concern over how agreements are given for utility bills. Mr. Martin communicated his worries about the Mayor not paying her utility bills or instances where agreements/extensions were given from the Town Manager to the Mayor more frequently than allowed.
Town Manager Michael Ambrose explained that there has been an investigation completed by the State into this matter. The claims of frequent extensions and non-payment of utilities by the Mayor were proved unfounded.
- **Joseph Keller – 5830 Wright Rd.** – Mr. Joseph Keller expressed his great experiences with the Town of Landis and Town Manager Michael Ambrose. Keller complimented Mr. Ambrose on his financial background and the ease that comes with working with Mr. Ambrose and the Town.
- **Glenn Corriher – 250 Mt Moriah Church Rd.** – Mr. Glenn Corriher stated that he is impressed with the work from the State that is currently happening as they set a new gas line through his and many other neighbor's yards. He also expressed a need for more jobs throughout the Town of Landis and more specifically full-time positions in the Parks and Recreation Department.

6. ORDINANCES/RESOLUTIONS:

6.1 Consider Approval of the Amendment to Capital Project Ordinance #CPO-2024-12-09 for the Mount Moriah Waterline Project (Project 25-04) and Corresponding Budget Amendment #17

Town Manager Michael Ambrose gave a brief explanation of the Amendment to Capital Project Ordinance #CPO-2024-12-09 and the corresponding Budget Amendment and Resolution of Tentative Award. Mr. Ambrose explained that the Capital Project Ordinance is to accept and allocate the NC State ARPA Funding in amount of \$2,375,119.00, and local town funding in the amount of \$44,728.02, to fund the Mount Moriah/W Ryder Water Line project. This project will replace the water lines from W Ryder Avenue, down Mount Moriah Church Road to Kimball Loop.

ACTION: A MOTION WAS MADE TO APPROVE THE AMENDMENT TO CAPITAL PROJECT ORDINANCE #CPO-2024-12-09.

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

ACTION: A MOTION WAS MADE TO APPROVE BUDGET AMENDMENT #17.

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

ACTION: A MOTION WAS MADE TO APPROVE THE AMENDED RESOLUTION OF TENTATIVE AWARD #2024-12-09.

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7. CONSIDERATIONS:

7.1 Consider Discussion of Interim Finance Director Position

Town Manager Michael Ambrose explained our need for an Interim Finance Director. Manager Ambrose explained that the Town currently has a vacant Finance Director Position and recommended that until a qualified applicant joins the Town's staff, as Town Manager, he steps in as Interim Finance Director.

Mayor Smith asked for clarification on where the Town has posted the Finance Director position and how soon we are planning on filling the position.

Human Resources Director Madison Stegall explained that the Finance Director position has been posted to the Town's website, Indeed, and to the NCLM Job Board.

Manager Ambrose included that he hopes for the position to be filled within 90 days of posting, including having all background checks done within that time period.

ACTION: A MOTION WAS MADE TO APPROVE THE TOWN MANAGER AS FINANCE DIRECTOR ALONG WITH INTERIM PAY INCENTIVE OF 10%.

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7.2 Consider Approval of Two Public Works Vehicles to be purchased from the State Contract Pricing

Public Works Director Blake Abernathy gave a brief overview of the 2025 Chevrolet Silverado and 2025 Ford F-150 SuperCrew that are needed for the Public Works Department. The 2025 Chevrolet Silverado Custom from Modern Chevrolet will be for the Public Works Director for \$46,545.00. This vehicle will be used for meeting with contractors, conducting site inspections, helping as needed with outages, and moving materials as needed. The 2025 Ford F-150 SuperCrew from Hendersonville Ford will be for the Electric Crew in the amount of \$41,469.00 This truck will replace truck #33, which is the same make and model, it will be utilized for call out purposes and daily task around town. This truck will also be utilized by the proposed meter technician position.

ACTION: A MOTION WAS MADE TO APPROVE THE PURCHASE OF 2 PUBLIC WORKS VEHICLES PURCHASED FROM THE STATE CONTRACT PRICING IN THE AMOUNT OF \$46,545 FROM MODERN CHEVROLET AND \$41,469 FROM HENDERSONVILLE FORD.

Moved By: Tony Corriher, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7.3 Consider Approval to Award the Landis Ridge Electric Material Bid (Project 25-71)

Public Works Director Blake Abernathy gave a brief overview of the Landis Ridge Electric Material Bid. Stating that Landis Ridge has decided to use Landis Power as their electric provider for one of their buildings that are currently under construction (Building 2 Phase 1). The Town will be accessing this property off of Dial Street in Landis, it will be an overhead line build and be converted in the conversion that the public works department is currently working on. Director Abernathy explained that due to the size of the project the Town sent out for bids in 5 different schedules since most vendors do not carry all of the materials needed. The Town received bids from 8 suppliers and each item was evaluated on specifications, cost, and delivery. Schedule I is for three transformers, Schedule II is for the 1/0 primary wire and associated copper wire needed in transformers, Schedule III is for the terminations of the primary wire both overhead and transformer connections. Schedule IV is for two junction boxes which will allow for additional services to be energized, and Schedule V Miscellaneous Materials are for items such as ditch tape, conduit, straps, dead end shoes, and switches. Director Abernathy made the recommendation for each schedule as follows: Schedule I - Padmounted Transformers, from TEMA, in the amount of \$55,236.00 with a lead time of 30 weeks, Schedule II - Conductors, from Border States in the amount of \$39,200.00 using stocked material, Schedule III - Connectors & Terminators, from Border States in the amount of \$7,614.00 using stocked material, Schedule IV - Junction Boxes, from Border States in the amount of \$4,988.00, and Schedule V Miscellaneous Material, from WESCO in the amount of \$2,580.18.

ACTION: A MOTION WAS MADE TO AWARD THE LANDIS RIDGE ELECTRIC MATERIAL BID SCHEDULES I-V AS FOLLOWS: SCHEDULE I FROM TEMA IN THE AMOUNT OF \$55,236.00, SCHEDULE II FROM BORDER STATES IN THE AMOUNT OF \$39,200.00, SCHEDULE III FROM BORDER STATES IN THE AMOUNT OF \$7,614.00, SCHEDULE IV FROM BORDER STATES IN THE AMOUNT OF \$4,988.00, AND SCHEDULE V FROM WESCO IN THE AMOUNT OF \$2,580.18.

Moved By: Tony Corriher, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7.4 Consider Approval of DC & Frances Linn Park Groundbreaking on May 2, 2025

Town Manager Michael Ambrose gave a brief explanation and timeline for the DC & Frances Linn Park Groundbreaking. The proposed date for the groundbreaking is May 2, 2025, and would kick off Love Landis Week, which is the following week, May 4-10, 2025.

ACTION: A MOTION WAS MADE TO APPROVE THE DC & FRANCES LINN PARK GROUNDBREAKING ON MAY 2, 2025 AT 12 NOON.

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7.5 Consider Approval of 2025 Budget Retreat Dates of March 19th, 2025, and April 16th, 2025

Town Manager Michael Ambrose explained the proposed 2025 Budget Retreat dates of March 19, 2025, and April 16, 2025.

ACTION: A MOTION WAS MADE TO APPROVE THE 2025 BUDGET RETREAT DATES OF MARCH 19th, 2025, AND APRIL 16th, 2025 FROM 9:00AM – 12:00PM IN THE LANDIS BOARD ROOM.

Moved By: Tony Corriher, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7.6 Consider Approval of Adding a Water/Sewer Resources Technician Position, Meter Technician Position, and Part-Time Planning, Zoning, Subdivision Administrator Position along with Corresponding Budget Amendment #18

Town Manager Michael Ambrose gave a brief overview of the new positions along with the corresponding budget amendment. The Town of Landis met with the DEQ and from their understanding the Town has reached 5,510 residents. This puts us over 5,000 residents, meaning we now must double the amount of water testing and will also have more onsite visits from the DEQ. Manager Ambrose explained that adding this water resources technician will help the Town with larger capital projects and adding the meter technician will help with the meter tampering that has been on the rise over the past year, and ensure customers are being billed correctly. The part-time planning, zoning, and subdivision administrator position will allow the Town to bring the planning department in house and no longer contract out for these services.

ACTION: A MOTION WAS MADE TO APPROVE ADDING A WATER/SEWER RESOURCES TECHNICIAN POSITON, A METER TECHNICIAN POSITION, AND A PART-TIME PLANNING, ZONING, & SUBDIVISION ADMINISTRATOR POSITION.

Moved By: Ryan Nelms, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

ACTION: A MOTION WAS MADE TO APPROVE THE CORRESPONDING BUDGET AMENDMENT #18.

Moved By: Ryan Nelms, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

Mayor Smith took a moment to return to the December 9, 2024, Board of Alderman Meeting where citizens raised questions over the ownership and maintenance of the East Landis Water System. She explained that Town Manager Michael Ambrose and Public Works Director Blake Abernathy have since met with the DEQ in regards to these questions, and were able to confirm that the Town of Landis does maintain the East Landis Water District. Mayor Smith has spoken with the Treasurer of the East Landis Water District, and they are working with the USDA to find out the amount of debt surrounding the water district. Since there is still a debt, that is why there was speculation about the ownership of the water district. Mayor Smith did confirm that the Town does maintain the water district and provides the meters and testing for the water system.

7.7 Consider Approval to Award the Lake Landis Streambank Stabilization Bid to Alliance Integrated Solutions Inc. in the amount of \$300,000 (Project 25-14)

Town Manager Michael Ambrose gave a brief overview of Lake Landis and the Streambank Stabilization Bid. He explained that this \$300,000 is State ARPA funding, there is no local dollars being contributed to this funding. The Streambank Stabilization would consist of alleviating the vegetation on our current Lake Landis Dam, in this process we would not be taking any trees or vegetation out, instead this would be stopping any new growth at the stump level so we can avoid pulling anything off of the Dam and maintain the integrity of the Dam.

ACTION: A MOTION WAS MADE TO AWARD THE LAKE LANDIS STREAMBANK STABILIZATION BID TO ALLIANCE INTEGRATED SOLUTIONS INC. IN THE AMOUNT OF \$300,000.

Moved By: Darrell Overcash, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

7.8 Consider Approval of an Ordinance Declaring the Closure of Portions of W. Rice Street from S. Main Street to S. Zion Street for the Landis Firetruck Dedication

Mayor Meredith Smith explained the proposed temporary closure of W. Rice Street from S. Main Street to S. Zion Street for the Landis Firetruck Dedication. Mayor Smith expressed her excitement that the new Engine 441 for the Landis Fire Department is ready to be placed in service. The Fire Department will be hosting their Push In Celebration on Thursday, February 6, 2025, from 5-6 PM.

ACTION: A MOTION WAS MADE TO APPROVE AN ORDINANCE DECLARING THE CLOSURE OF PORTIONS OF W. RICE STREET FROM S. MAIN STREET TO S. ZION STREET FOR THE LANDIS FIRETRUCK DEDICATION

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

8. OLD BUSINESS:

8.1 Consider Approval of the Painting of Town Hall Roof (Project 25-58)

Town Manager Michael Ambrose gave an update on the painting of the Town Hall Roof. LaFave's Construction has been out to examine and take pictures of the roof, those pictures have been sent to Mcelroy Metal's Claims department, and they are doing a thorough investigation of the project condition.

Mayor Meredith Smith made the recommendation to table the item until the Town hears back from Mcelroy Metal regarding the warranty.

Discussion was had between Mayor Meredith Smith, Town Manager Michael Ambrose, Alderman Darrell Overcash, and Alderman Tony Corriher about the roofs warranty.

ACTION: A MOTION WAS MADE TO TABLE THE PAINTING OF TOWN HALL ROOF TO THE FEBRUARY 10, 2025 BOARD OF ALDERMAN MEETING

Moved By: Ryan Nelms, NO SECOND

Motion Failed: Due to lack of second

8.2 Consider Approval of the Routes for the Town of Landis Walking Map (Project 25-63)
TABLED

Parks & Recreation Director Jessica St. Martin gave a brief explanation on where the Town is with the walking map. All routes have been approved by the Board; however, the names of both routes have not been set.

Mayor Meredith Smith explained that they do not have updated names for this meeting but can have the names together for the February 10, 2025 meeting after receiving citizens' input.

ACTION: A MOTION WAS MADE TO TABLE THE RENAMING OF THE ROUTES ON THE TOWN OF LANDIS WALKING MAP UNTIL THE FEBRUARY 10th MEETING.

Moved By: Ryan Nelms, seconded by Darrell Overcash

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

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)

10. UPCOMING EVENTS:

10.1 Upcoming Events (Included in the Board packet)

- January 1st – Town Hall Closed in Observance of New Years Holiday
- January 9th – Board of Alderman Work Session Meeting at 5:30 PM
- January 13th – Board of Alderman Meeting at 6:00 PM
- January 20th – Town Hall Closed for Martin Luther King Jr Holiday
- January 21st – Planning Board Meeting at 6:00 PM
- February 5th – Senior Luncheon and Bingo at Trinity Lutheran Church 12:00PM
- February 6th – Landis Fire Department Push-In Celebration for New Firetruck 5:00 PM-6:00 PM
- February 6th – Board of Alderman Work Session Meeting at 6:00 PM
- February 10th – Board of Alderman Meeting at 6:00 PM
- February 18th – Planning Board Meeting at 6:00 PM

11. CLOSING:

11.1 Board Comments

Town Manager Michael Ambrose gave an update on the Towns Paving project. He explained he has met with our paving contractors and confirmed the paving should begin around March or April this year.

Mayor Meredith Smith explained that she has received many compliments for the Towns work on the North and South-Central Downtown revitalization that is currently going on. Both citizens and business owners have commented on the great work being done by the Town.

11.2 Motion to Adjourn

ACTION: A MOTION WAS MADE TO AJORN AT 6:54 PM.

Moved By: Darrell Overcash, seconded by Ryan Nelms

Motion Passed: (3-0)

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash

Respectfully Submitted,

Madison T. Stegall, Town Clerk

DRAFT