



## WORK SESSION

Thursday, February 05, 2026 at 5:30 PM

Landis Board Room

## MINUTES

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**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, Parks & Rec Director Jessica St. Martin

### 1. INTRODUCTION:

#### 1.1 Call Meeting to Order

Mayor Meredith 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: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

### 2. CONSIDERATIONS:

#### 2.1 Consider Discussion of the Parks and Recreation Budget Retreat

##### Landis Pool 2026 Operations and Fees-

Parks and Recreation Director Jessica St. Martin presented the pool budget workshop, noting this was the second such session following an earlier meeting in November 2025. The current fee structure, which went into effect in July of the previous year, was proposed to remain unchanged for 2026. These rates represented an increase from the prior year.

Town Manager Michael Ambrose explained the rationale behind the resident versus non-resident fee structure, noting that Landis residents with a \$200,000 valued home pay \$309.40 in their tax bill specifically for Parks and Recreation services. This tax contribution justified offering lower rates to residents compared to non-residents.

The proposed 2026 pool operations would transition to a members-only facility, operating Monday through Saturday from 10 AM to 6 PM, and Sunday from 12 PM to 6 PM. The fee structure included individual and family memberships for both residents and non-residents, guest daily admission fees, private party rental rates, and summer program group admissions.

### **Cashless Operations-**

A significant portion of the discussion centered on a proposal to make the pool concessions and guest admissions cashless, accepting only card payments. Staff explained this recommendation from a risk management perspective, noting that employees currently transport cash from the pool to Parks and Recreation offices daily, creating liability concerns for the town. On busy days, particularly July 4th weekend, cash collections reached over \$10,000, requiring multiple change runs throughout the day to various locations including banks and gas stations.

Board members expressed mixed opinions on the cashless proposal. Some supported it for simplicity and risk reduction, while others raised concerns about accommodating families who prefer giving children cash rather than credit cards for spending control. Mayor Smith noted practical concerns about children having access to parents' debit cards throughout the day.

Various alternatives were discussed, including installing a safe at the pool facility, creating a bank drop system, or establishing an account-based system similar to school lunch programs. However, staff indicated the current point-of-sale system (Clover) would not support such account features.

After extensive discussion about the pros and cons of each payment method, including considerations of credit card processing fees and customer accommodation, the board ultimately decided to maintain both cash and card payment options while exploring the installation of a safe to address security concerns.

### **ACTION: A MOTION WAS MADE TO MOVE FORWARD WITH THE PROPOSED 2026 POOL RATES, SCHEDULE, MEMBER-ONLY OPERATIONS, AND CHANGE TO A CASHLESS FACILITY.**

Moved By: Darrell Overcash, seconded by Tony Corriher

Motion Tied: (2-2)

Voting For: Darrell Overcash, Tony Corriher

Voting Against: Ashley Stewart, Ryan Nelms,

Mayor Vote: Against

Motion Failed: (3-2)

### **ACTION: A MOTION WAS MADE TO MOVE FORWARD WITH THE PROPOSED 2026 POOL RATES, SCHEDULE, AND MEMBER-ONLY OPERATIONS WHILE MAINTAINING BOTH CASH AND CARD PAYMENT OPTIONS, AND TO CONSIDER INSTALLING A SAFE FOR CASH SECURITY.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

## **Pool Area and Recreation Improvements-**

Parks and Recreation Director Jessica St. Martin presented a comprehensive improvement plan for the pool and surrounding recreation areas, spanning a 5-7 year implementation timeline. The proposed improvements included:

- Pool Area Enhancements:
- Paving the full parking lot to eliminate ongoing gravel maintenance issues
- Redoing fences and gates throughout the facility
- Installing new building awnings on front and back of pool concession area
- Replacing two old shelters and adding three additional picnic shelters
- Adding pickleball and volleyball courts
- Installing a playground structure
- Constructing a community building
- Upgrading lighting around the field areas

The board discussed prioritization of these projects, with several members advocating for picnic shelters as a first priority since they would generate immediate rental revenue. The parking lot paving was also identified as high priority due to ongoing maintenance costs and aesthetic concerns. Board members suggested the community building, while desirable, should come later in the timeline.

There was discussion about relocating the existing baseball field to create space for the community building, with staff noting that any field relocation would require creating replacement facilities at other park locations first to maintain rental revenue from sports teams.

Cost estimates were provided for various improvements, with picnic shelters estimated at \$90,000 for replacing and adding units. The board expressed preference for focusing on revenue-generating improvements first, followed by infrastructure needs like parking lot paving.

## **South Beaver Street Park Improvements-**

The discussion turned to improvements needed at South Beaver Street Park, where staff proposed relocating the existing playground, installing fencing, creating a multi-sport court, renovating the pavilion, redoing restrooms with ADA compliance, adding a kitchenette, creating a dog park, and paving the parking lot.

Community feedback had indicated strong interest in a dog park, as residents were currently using ball fields and other inappropriate areas for dogs. The multi-sport court concept would accommodate multiple activities rather than just pickleball and tennis.

Board members supported prioritizing the pavilion renovation as it could quickly generate rental revenue while serving the community need for event space. The dog park was also seen as addressing a real community need based on daily requests from residents.

## **Linn Field Park Needs-**

Staff presented needs for Linn Field Park including lighting upgrades, roof replacement and painting of the concession building, and restroom restoration with new steel doors. Additional space exists for more batting cages or practice fields, but the board indicated these improvements should follow completion of other priority projects.

## **Wilderness Park Maintenance-**

The Wilderness Park discussion focused primarily on ongoing maintenance needs including exterior staining of the office building, patio covering, vehicle and equipment storage solutions, landscaping around the office, and replacement of damaged kayak equipment. Staff noted that Wilderness Park generates more revenue than the pool operations.

A significant discussion occurred regarding a proposed \$95,000 shower house, with board members questioning the high-cost estimate. Staff explained this was for a prefab concrete structure designed specifically for recreational areas, noting that stick-built construction quotes had been even higher at \$125,000.

## **Equipment and Departmental Needs-**

The Parks and Recreation department requested a new ATV to replace aging equipment over 10 years old that lacks weather protection for staff. They also requested their first department-owned commercial grade lawn mower, having previously inherited equipment from Public Works. As the department gains responsibility for additional recreational green spaces, dedicated equipment becomes necessary.

Board members suggested exploring lease options for equipment, though staff cautioned about accounting complexities with lease arrangements affecting fund balance reporting requirements.

### **2.2 Consider Discussion of the Agenda Packet for the February 9, 2026, Regular Scheduled Meeting in Order to Provide Opportunities for Board Members to Study Issues, Gather and Analyze Information, and Clarify Direction for Staff**

**02//09/25 Agenda Items Discussed: (The Agenda for 02/09/25 was discussed sequentially, only the items that were deliberated will be mentioned below)**

Town Manager Michael Ambrose provided highlights from the upcoming regular meeting agenda, noting it was particularly lengthy. Key items included:

### **2.1 Consider Approval of Hosting OneBlood Blood Drive March 3rd, 2026, June 11, 2026, and September 11, 2026, for the Community and Employees and Additionally Consider Employee Incentive of 4-Vacation Hours for Donating**

Town Clerk/HR Director Madison Stegall explained that OneBlood had requested approval for three additional blood drives on March 3rd, June 11th, and September 11th, with the continued policy of providing four vacation hours to employees who participate.

### **4.1 Consider Approval to Adopt a Code of Ethics for the Board of Aldermen and Corresponding Ordinance #2026-02-09-01**

Director Stegall reminded the board needed to review the code of ethics for the board that had been distributed by email.

#### **4.2 Consider Approval of Resolution #2026-02-09-03 to Accept and Terminate the Declaration of State of a Emergency**

Director Stegall explained this consideration was for a resolution to approve and terminate the mayor's recent state of emergency declaration as of Monday.

#### **4.3 Consider the Approval of Setting a Public Hearing for the Board of Aldermen Meeting on March 9, 2026, for Ordinance #2026-03-09-01 Ordering the Closing and Vacating of a Non-Residential Structure Located at 2570 South US 29 Highway**

A significant discussion arose regarding agenda item 4.3 concerning 2570 South US 29 Highway (the Chicken Shack/World Market location). Code Enforcement Officer Matthew Geelen explained this property has been under enforcement action since before the current contracted code enforcement company, with previous efforts to bring the building into compliance unsuccessful.

The building has significant structural issues including roofing problems, missing metal sections, and fascia needing replacement. The property owner has retained an attorney and does not believe the town has authority over the property. Code Enforcement has worked extensively with the owner, even having contractors meet on-site to explain needed repairs.

Board members had mixed reactions to the proposed closure proceedings. Some expressed reluctance to force a taxpaying business to close, while others emphasized the importance of following established code enforcement procedures consistently. The discussion highlighted the difference between health department ratings (county jurisdiction) and building code compliance (town jurisdiction).

One board member noted that the town had previously taken action on substandard residential properties and questioned why different standards should apply to commercial properties. Code Enforcement emphasized this was simply setting a public hearing date, not making a final closure determination, and that the owner could still bring the property into compliance before the hearing.

#### **5.1 Consider Approval of Restroom Types for the Facility in the DCFL Park as Recommended by the DCFL Committee**

DCFL Committee Chair Michelle Gray expressed that the DCFL Committee revisited the restroom types and unanimously recommended the restroom construction at DCFL Park be with ADA-compliant individual units rather than group facilities.

#### **5.2 Consider Approval of Awarding DCFL Survey to UTLEY Land Surveying, PLLC in the Amount of \$4,100.00 as Recommended by the DCFL Committee**

Parks & Recreation Director Jessica St. Martin discussed survey work to consolidate park parcels at the DCFL park site.

#### **6.1 Consider Approval of Change Order #25-02-06 to Complete the S. Upright Street Basin Sanitary Sewer Rehabilitation (Project 25-02)**

Manager Ambrose stated that The Town's Upright Sewer Rehabilitation Project has been successfully completed, and the final amount of underruns have been received by Staff. Budget Amendment #15 will lower the project cost by \$122,042.18, which will make the project overall net increase of \$70,107.82.

**6.5 Consider Approval of the Purchase and Installation of Two MATADOR 92 Wastewater Matting Eliminators in the Amount of \$17,995.50, from CITCO Water**

Interim Public Works Director Matthew Geelen requested two MATADOR 92 Wastewater Matting Eliminators, designed to agitate wastewater with high grease content, improving flow and minimizing the solidification of grease within our wastewater lift stations. These units are a sole source product, from Citco Water, with a total cost of \$19,255.19. The Matador units are proposed for the North US 29 Lift Station and the Town Street Lift Station, both of which consistently receive wastewater with elevated grease levels. Each station has tested a Matador unit for approximately six months, and the trial resulted in significant improvements in performance and a substantial reduction in grease accumulation.

**6.6 Consider Approval of the Purchase of 100 Upgraded Water Meters in the Amount of \$20,383.50 from Ferguson Waterworks**

Interim Director Geelen explained that The Town's current water meters are at the end of their service life and require replacement. The proposed meters are an upgrade from the existing technology and will allow for remote activation and deactivation of water service. This upgrade will improve operational efficiency, reduce staff time spent on manual meter operations, and enhance overall water system management.

**6.7 Consider Approval of the Installation of a New Sewer Line and Corresponding Asphalt/Concrete Repair at Town Hall in the Amount of \$9,466.00 by William Mack Harrington**

Interim Director Geelen stated that the sewer line serving Town Hall has a failed section that requires replacement to restore proper operation and prevent future issues. This line runs from the drop box area to the main underneath South Main Street. The scope of work includes NC811 utility locates and coordination with Town officials for logistics and scheduling. Work will involve saw cutting and removal of approximately 3' x 60' of asphalt driveway and 3' x 14' of concrete sidewalk, with all debris loaded onto Town-supplied trucks for disposal. The project also includes trench excavation with spoils loaded onto Town-supplied trucks, removal and replacement of approximately 75'-125' of sewer line, installation of new 4" PVC DWV Schedule 40 pipe with required fittings and tracer wire, and backfilling with Town-supplied ABC aggregate compacted to grade and ready for asphalt patching. Additional work includes replacing concrete removed for trenching, constructing a 3' x 4' x 6" concrete pad around the sewer cleanout near the payment drop box using approximately one cubic yard of Town-supplied concrete, installation of required safety measures, and general cleanup upon completion. Quotes received for this project are \$12,166.00 from Service HQ Inc., and \$9,466.00 from William Harrington.

**6.10 Consider Approval to Adopt Armstrong Street, Richwater Street, Ridgeview Street, and Corresponding Public Water, Sewer, and Stormwater Utility Lines and Easements at Landis Ridge**

Manager Ambrose stated that Landis Ridge Development Phase One build out has been completed. Landis Ridge is requesting to dedicate Armstrong Street, Richwater Street, Ridgeview Street, and Corresponding Public Water, Sewer, and Stormwater Utility Lines and Easements. This dedication has been accepted by staff, and a road maintenance bond will be accepted by the town prior to dedication. This road maintenance bond will allow assure the town coverage of the roadways for one calendar year. This project has been certified by the applicant's engineer, and has been inspected multiple times, during various phases of the project, by our staff. If accepted, Armstrong Street, Richwater Street, and

Ridgeview Street will be added to the Town's Powell Bill for more maintenance funding going forward in FY27.

**2.3 Consider Motion to Enter Closed Session Pursuant to N.C.G.S.143-318.11(a)(3)(4)(6) to Consult with the Town Attorney, to Discuss Matters Related to Economic Development, and to Discuss Personnel Matters**

**ACTION: A MOTION WAS MADE TO ENTER CLOSED SESSION PURSUANT TO N.C.G.S.143-318.11(A)(3)(4)(6) TO CONSULT WITH THE TOWN ATTORNEY, TO DISCUSS MATTERS RELATED TO ECONOMIC DEVELOPMENT, AND TO DISCUSS PERSONNEL MATTERS AT 7:00 PM.**

Moved By: Ryan Nelms, seconded by Ashley Stewart

Motion Passed: (4-0)

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

Closed Session was held.

**ACTION: A MOTION WAS MADE TO EXIT CLOSED SESSION AT 8:23 PM.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

**3. CLOSING:**

**3.1 Motion to Adjourn**

**ACTION: A MOTION WAS MADE TO ADJOURN THE MEETING AT 8:24 PM.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

Respectfully Submitted,

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Madison T. Stegall, Town Clerk