

TOWN OF RICHLANDS
NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on Tuesday, July 09, 2013, at 6:00 pm in the Board Room at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith, Sr.
Alderman Kent Painter
Alderman Tom Brown

Alderman Kandy Koonce
Alderman Paul Conner

Absent: Alderman Rob Willems

Also present were:

Gregg Whitehead, Town Administrator
Ron Lindig, Chief of Police
Keith Fountain, Town Attorney

Doreen Putney, Town Clerk
Johnathan Jarman, Public Works Director
Trevor Normile, Duplin Times

There was one citizen present.

MEETING CALLED TO ORDER:

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

PLEDGE OF ALLEGIANCE: Alderman Kent Painter

INVOCATION: Mayor McKinley Smith

ADOPTION OF AGENDA:

Gregg Whitehead, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Kent Painter, seconded by Alderman Tom Brown to adopt the agenda as presented. The motion was unanimously carried.

APPROVAL OF MINUTES (June 11, 2013 & Special Call Meeting of June 25, 2013):

A **motion** was made by Alderman Tom Brown, seconded by Alderman Kandy Koonce to approve the Regular Board meeting minutes of June 11, 2013 and the Special Call Meeting Minutes of June 25, 2013. The motion was unanimously carried.

ROTH 401(K) EMPLOYEE CONTRIBUTION OPTION:

Mr. Whitehead explained to the Board that currently the employees only have the option of the 401(k) traditional (“pre-tax”) contributions. The town’s 401(k) administrator, Prudential Financial, Inc., also offers the option for the employee’s contributions to be placed in a ROTH 401(k) which is an “after-tax” deduction. This only refers to the employee’s contribution, not the employer’s. The town’s contribution, by G.S. is limited to a traditional 401(k). To be able to offer our employees the choice between a traditional and ROTH for their portion, the Board needs to grant approval.

After a brief discussion, a **motion** was made by Alderman Kent Painter, seconded by Alderman Kandy Koonce to approve offering the ROTH 401(k) option to the employee’s contribution of their 401(k) plans. The motion was unanimously carried.

NC GOVERNOR’S HIGHWAY SAFETY PROGRAM GRANT APPLICATION RESOLUTION:

The town has been authorized by the NC Governor’s Highway Safety Grant Program to proceed with a 3 year grant application to provide significant funding for one police officer, a patrol car and equipment. If the grant funds are approved, then the grant will provide 85% of the funding costs and the town will provide the remaining 15% for the 2013/2014 fiscal year. We will have to reapply each year for further grant funds. In the second year we will be required to cover 30% of the costs and in the 3rd year we will provide for 50% of the costs. Please note that the patrol car and all necessary equipment will be covered in the 1st year of the grant cycle. The second and third year costs will be personnel costs. Chief Lindig stated that this will allow two officers on at night and that this officer will be designated as a traffic officer.

After discussion, a **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner to approve the Local Governmental Resolution for Application for the NC Governor’s Highway Safety Grant Program. The motion was unanimously carried.

ADMINISTRATOR NOTES AND UPDATES:

The Town Administrator, Gregg Whitehead, presented a copy of notes and updates to the Board which is incorporated by reference and hereby made part of these minutes. He also reported on the following:

- Provided the Board with a list of records that are scheduled to be destroyed per the Records Retention Schedule that was adopted 03-12-2013.
- Stated that we plan on utilizing the NOVIS Agenda system for the August meeting. The agenda will also be online for the public.

POLICE REPORT:

Chief Ron Lindig provided a copy of the Activity Report for the month of June 2013 to the Board, which is incorporated by reference and hereby made a part of these minutes. He also reported on the following:

- Picked up the new 2013 Dodge Charger today. All equipment should be installed and the vehicle on the road in approximately one month.

PUBLIC COMMENT: None

BOARD MEMBER CONCERNS:

Mayor McKinley D. Smith: Reminded the Board to please file for election before the deadline of noon on July 19th, 2013.

PERSONNEL: None

CLOSED SESSION: None

ADJOURN:

With no further business, a **motion** was made by Alderman Tom Brown, seconded by Alderman Kandy Koonce to adjourn the meeting at 6:19 pm. The motion was unanimously carried.

Respectfully Submitted,

Attest:
Doreen Putney, Town Clerk

Mayor McKinley D. Smith, Sr.