

**TOWN OF RANLO BOARD OF COMMISSIONERS SPECIAL  
MARCH 7TH 2022 MEETING  
RANLO TOWN HALL  
1624 SPENCER MOUNTAIN ROAD, RANLO, NORTH CAROLINA 28054  
MONDAY, MARCH 7TH, 2022 6:00 PM**

**MINUTES**

**Governing Body Present:**

Commissioner Hay  
Commissioner Morton  
Mayor Pro-Tem Cordell  
Commissioner Fowler  
Commissioner Moore  
Mayor Black

**Staff Present:**

Town Manager	Jonathan Blanton
Town Clerk	Sarah Rowan
Finance Director	Amanda Ellzey

**I. Call to Order and Roll Call**

Mayor Pro-Tem Cordell called the meeting to order and Town Clerk Sarah Rowan conducted the roll call. All members were present.

**II. Adoption of the Agenda**

Commissioner Moore motioned to adopt the agenda for the March 7 Special Meeting. Commissioner Fowler seconded the motion. The vote was 5-0.

**III. Comments from Attendees**

The Town Manager reported that there were no comments from attendees wishing to address the Board.

**IV. Review of Bids for 2300 Lowell Road**

The Town Manager explained to the Board that in January, the Town invited interest for the property located at 2300 Lowell Road. He informed the Board that there was one bid

received from MR. Todd Michaels for \$20,100 with 5% included. The Town Manager asked the Board if they were interested in selling at this price or readvertising.

Commissioner Moore clarified that the Department of Transportation will not be using the side of the road where the property is located. The Town Manager confirmed that the expansion of Spencer Mountain Road would take place on the right side, not the left.

Commissioner Fowler inquired about the original price the Town paid for the property. The Town Manager responded that it was part of a package deal totaling \$200,000.

Mayor Black noted that the intersection where the property is located is the most important in the Town. He inquired the reasoning for selling the property if it is not costing the Town to keep it.

Commissioner Fowler asked about the future of the building and if there are any plans. Mayor Pro-Tem Cordell noted that the Town has not been able to get any quotes from contractors. Commissioner Hay inquired about the use of the building next door. The Town Manager responded that it is used for storage, and the property at 2300 Lowell Road would most likely be used for storage as well. The Town Manager noted that he has an informal discussion with Paintwork Pros about the use of the building.

Mayor Black suggested an upset bid for the property. The Town Manager responded that the Town could advertise again and see if any bidders would upset the original bid. Mayor Pro-Tem Cordell asked if anyone else has been interested in the building. The Town Manager responded that it has been advertised for the allotted amount of time with no interest except for one bid. He added that in his professional opinion, there will most likely not be a second bid. Commissioner Fowler noted that he is in favor of an upset bid.

Mayor Pro-Tem Cordell motioned to accept the bid. Commissioner Hay provided the second. The vote was 4-1, with Commissioner Fowler opposed.

## **V. Approval of the Standard Specifications and Details**

Commissioner Moore motioned to approve the Standard Specifications and Details. Commissioner Fowler seconded the motion. The vote was 5-0.

## **VI. Budget Discussions for Fiscal Year 2023**

The Town Manager informed the Board that he had met with department heads the week prior for budget proposals. He informed the board that Two Rivers will be going up 5%

on water and sewer. The Town Manager noted that without an increase, the Town will fall behind. Mayor Pro-Tem Cordell clarified that Two Rivers originally claimed that there would be no increase and the Town Manager confirmed. The Town Manager added that the sanitation fund is self-sustaining and the Town is where it had hoped to be.

Mayor Pro-Tem Cordell asked if Work Order Software is a one time or yearly payment. The Town Manager explained that it would be both a one time payment and an annual fee. Mayor Pro-Tem Cordell asked if tablets and computers for Public Works would be included in the IT upgrade. The Town Manager explained that there are various options being looked at.

The Town Manager asked the Board if there were any projects from the Public Works budget that they would like to see funded. Mayor Pro-Tem responded that she would like to see upgrades to the basketball court, as it gets a lot of use. Commissioner Hay agreed and added that he would like to see a fence for the walking track. Mayor Pro-Tem Cordell recommended that projects should be funded by the Powell Bill if eligible, as there is more than enough funding.

Commissioner Moore inquired about what budget items the Ranlo Police Department could go without. Chief Lunsford responded that the car cameras would be a last priority and the police department can either go without them or do a partial purchase since the officers have body cameras currently.

Commissioner Fowler asked about the shed in the Public Works budget. Public Works Director Jason Green responded that currently, the equipment sits outside, and a shed is needed to protect them from the elements. Commissioner Fowler asked if the fence at the walking track behind the community building is cosmetic or necessary. Mr. Green answered that it is necessary to separate residential and town property. The Town Manager suggested that the fence, basketball upgrades, ADA accessibility, and mulch can be used from direct allocations.

Mr. Green discussed with the Board what can be negotiated in the Public Works budget. He noted that he can maintain the current budget, but there are many necessary upgrades that need to occur. Commissioner Moore added that a new gate for the Public Works facility needs to be kept in the budget due to it being a liability issue. Mayor Pro-Tem Cordell asked how many trucks are in the Public Works fleet. The Town Manager responded that there are around 10. Mayor Pro-Tem Cordell suggested doing a replacement plan every six years for vehicles. Mr. Green responded that a six year plan was reasonable.

After discussion, the Town Manager suggested that the Public Works budgets increase \$20,000 each (water, sewer, Public Works, MS-4) and \$2,000 for sanitation.

The Board reached consensus on the Public Works budget.

Chief Lunsford addressed the Board with five specific requests for the Police Department consisting of an additional officer, vehicles, K9 dogs, in-car cameras, and gators. He added a request for salary increase to compare with other local departments. In relation to the gators, Commissioner Hay asked when the trails would be complete and could the purchase of the gators be put off. The Town Manager responded that the trails are to be completed in 2025 but the Ranlo Police are already patrolling the mountain.

Commissioner Moore suggested that if there were to be a salary increase, it should be for the whole Town if feasible. Mayor Pro-Tem Cordell suggested that instead of a small raise across the board, budget for a raise halfway through the fiscal year. She suggested 3%, while Commissioner Moore suggested budgeting for 5%.

Mayor Black asked Chief Lunsford if the Ranlo Police Department is currently patrolling the mountain. Chief Lunsford responded that yes, they are patrolling and getting calls for alarms. Mayor Black asked for confirmation that the Police Department would not have to wait for the trails to be completed to purchase gators. Chief Lunsford agreed.

Commissioner Fowler inquired about the need for an additional officer. Chief Lunsford responded that there is dire need for a floating officer when accounting for sick leave, vacation, and court dates. Commissioner Fowler requested that the numbers be looked at for an additional officer and K9 dogs.

The Board reached consensus to take the gators out of the fiscal year 2022 budget and look at budgeting for an additional officer and vehicle.

The Board reached consensus on Work Order software and cosmetic upgrades to Town Hall.

Commissioner Hay addressed Cost of Living adjustments for Town employees. He explained that it should be budgeted for 4% and for a decision to be made in December as was done for Fiscal Year 22.

Mayor Black expressed the need for a recreation director. The Town Manager informed the Board that the base salary for a recreation director would be \$50,000. Mayor Pro-Tem Cordell suggested a part time recreation director considering the full administrative staff

currently. Commissioner Hay agreed with having a recreation director part time. He suggested gauging public interest, as some children may have already become part of sports leagues elsewhere. Mayor Pro-Tem Cordell added that the best option is to start a sports program if there is another large development of homes. Commissioner Fowler expressed concern over hiring a recreation director if there is no public interest.

The Board reached consensus on a part time recreation director position.

**VII. Review of Intent to Purchase Water Meters**

Mayor Pro-Tem Cordell motioned to approve the Intent to Purchase Water Meters. Commissioner Fowler seconded the motion. The vote was 4-0.

**VIII. Discussion of Former Water Plant/Firing Range Property**

The Town Manager informed the Board that there is interest in purchasing the former Water Plant/Firing Range property.

The Board reached consensus to direct the Town Manager to engage in conversation for a price for the Former Water Plant/Firing Range Property.

**IX. Adjournment**

Commissioner Fowler motioned to adjourn the March 7 Special Meeting of the Board of Commissioners. Mayor Pro-Tem Cordell provided the second. The vote was 4-0.

ATTESTED TO:

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Mayor Lynn Black

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Recorder and transcriber of the minutes for the Special March 7th 2022 Meeting