

SPENCER BOARD OF ALDERMEN PLANNING RETREAT
FRIDAY, FEBRUARY 5, 2010
SPENCER FIRE DEPARTMENT
6:00 P.M.

MEMBERS PRESENT: Mayor Jody Everhart
Mayor Pro-Tem Scott Benfield
Aldermen: Tracy Aitken
Delaine Fowler
Donnie Hinson
Jeff Morris
Reid Walters

Also present were Town Manager Larry Smith, Town Clerk Lisa Perdue, Jim and Marla Gobbel, and Beth Nance. Fire Chief Gray Grubb, Police Chief Robert Bennett, Sgt. Eric Ennis, Public Works Director Jeff Bumgarner, and Land Management Director Dustin Wilson were present for portions of the meeting. Mayor Everhart opened the meeting by welcoming all those in attendance.

Citizen Comment

Jim Gobbel stated that his concerns are: 1) residential areas, 2) downtown area, and 3) Library. He feels gateways need to be improved on both ends of town. Beth Nance asked that future planning retreats receive more publicity and advertising.

Police Department

Sgt. Ennis reported that the police department is requesting two new patrol vehicles in the 2010/11 budget, to replace the 1997 and 2000 Crown Vics. Alderman Morris suggested that perhaps take-home vehicles should be discussed by the Board. Board members also received a roster of police department employees showing each employee's years of service. In-car cameras and radars, and desktop computers are old and need to be replaced.

Fire Department

Fire Chief Gray Grubb presented the department's 2009 Review, which summarized total calls, alarm types, mutual aid, Fire Muster (2nd place award), changes in personnel, routine standbys at special events, public education, 2009 Recognitions, and part time effectiveness (part time staff answered 30% of the calls in 2009). Turnout gear needs to be replaced. According to NFPA regulations, gear can only be used for ten years. A minimum replacement plan would be to replace five sets each year. The 1987 Chevrolet rescue vehicle is outdated and has limited occupancy, and needs to be replaced.

Public Works Department

Public Works Director Jeff Bumgarner gave an overview of the street department operations, and gave highlights from the solid waste department and the recreation department. He also reported on the condition of current public works vehicles and equipment. His equipment requests include a used 1.5 ton truck to pull the leaf vacuum,

a used ¾ or ½ ton truck with a dump bed, new tractor with a front-end loader, steam cleaner to clean vehicles, and a new snow plow. He is also working on some cost saving ideas, such as shortening the season for operating the leaf vac.

Tree City USA

Public Works Director Bumgarner also reviewed the requirements for receiving a Tree City USA designation. The designation involves: 1) education, 2) community's public image, and 3) pride. The requirements include: 1) a Tree Board, 2) a Tree Care Ordinance, 3) a Community Forestry Program, and 4) an Arbor Day Observance and Proclamation. The deadline to apply is March 31. The program covers trees on public property and rights-of-way.

Land Management Department

Land Management Director Dustin Wilson gave a recap of the department's statistics from 2009, and compared those figures to previous year(s). He also reviewed the progress on the Commercial Buildings Inventory. Alderman Fowler requested that Code Enforcement put more emphasis on indoor furniture and junk items on front porches.

Website

Dustin reviewed the proposal from Govoffice, which he considers a "mid-term" fix for our website. Their proposal does have some limitations, but would serve the Town well. Department heads could post information on the website themselves. The website would have enough space to host several years' Board minutes. Alderman Morris stated he would like to see draft minutes posted (before approval), and also documents from the agenda packets (agenda, resolutions, ordinances, etc.).

Administration

Town Clerk Lisa Perdue reviewed the job duties of Administrative personnel, citing the importance of separation of duties. She also explained the budget amendment process.

Town Manager Larry Smith reviewed the census data, budget, years of service of employees, and activities and meetings. The Town Hall roof needs emergency repairs, and the Fire Department roof will become an ongoing maintenance item. The work load for Administration has increased, but staff has not increased. The Town's image, and specifically communications remains a top priority.

With no further business, Mayor Everhart adjourned the meeting at 9:00 p.m.

Respectfully submitted,

Lisa B. Perdue, CMC
Clerk to the Board