



AGENDA
Spencer Board of Aldermen
Pre-Agenda Meeting
5:30 p.m.

DATE
October 9, 2025

The Board of Aldermen meets on the second Tuesday of each month at 6:00 p.m., with a pre-agenda meeting on the Thursday prior at 5:30 p.m. The primary purpose of the pre-agenda meeting is to review the agenda for the upcoming regular meeting, set the consent agenda, hold public hearings, and receive other presentations. Regular meetings focus on action items, departmental reports, and other business. Both meetings are open to the public and are held in the Hilda B. Palmer Board Room in Town Hall, located at 460 South Salisbury Avenue. A printed copy of the entire agenda packet is available in the H. B. Palmer Board Room for public use. Please find meeting agendas, minutes, and a link to view the meetings live or on demand at spencernc.gov/town-government-and-services/aldermen-meeting-and-agenda.

- 1. CALL TO ORDER – Mayor Pro-Tem Patti Secreast**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE – Mayor Pro-Tem Patti Secreast**
- 3. PUBLIC HEARING – A Zoning Map amendment, specifically rezoning parcel 048 042 located at 2038 N US HWY 29 from IND to VSR**
- 4. PUBLIC HEARING – Housing, Community Development, and Economic Development Needs for the Town’s FY2025 Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) Application**
- 5. REVIEW OF OCTOBER 14, 2025, AGENDA**
 - 1. CALL TO ORDER – Mayor Jonathan Williams**
 - 2. INVOCATION**
 - 3. PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams**
 - 4. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
 - 5. RECOGNITIONS**
 - 6. PUBLIC HEARING – To Present and Receive Comments on the FY2025 Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) Application**
 - 7. PUBLIC COMMENT** *This agenda item is included to allow input to the Board of Aldermen from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Board of Aldermen must provide their name, address, and topic to be addressed. The Board will listen and may or may not respond at their discretion, or may decide to place a topic on a future agenda. A speaker will be allowed three (3) minutes to speak.*
 - 8. CONSENT AGENDA** *The Consent Agenda is the first order of business. The items listed are believed to be non-controversial and administrative in nature. There will be no separate discussion of the items unless an Alderman or citizen requests and is granted permission to*

peak. The item(s) will then be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.

- a. **APPROVAL OF MINUTES:** September 4, 2025, Pre-Agenda Meeting Minutes
September 9, 2025, Regular Meeting Minutes
- b. **CONSIDER ADOPTING** – Resolution 25-11 Updating Background Check Policy & Authorizing SBI Non-Criminal Justice Access Agreement
- c. **CONSIDER AMENDING** – Personnel Policy Article IV
- d. **CONSIDER ADOPTING** – Resolution 25-12 Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to N.C.G.S. 160A-274
- e. **CONSIDER ADOPTING** – Resolution 25-13 Adopting Updated Job Descriptions for the Town of Spencer Classification Plan
- f. **CONSIDER ADOPTING** – Resolution 25-14 Authorizing the Town of Spencer to Engage in Electronic Payments as Defined by N.C.G.S. 159-28 and Authorizing the Finance Officer to Adopt Written Policy Outlining Procedures for Disbursing Public Funds by Electronic Transaction

9. RECEIVE PRESENTATION – Group Insurance Renewal Rates for 2025 – 2026

10. CONSIDER APPROVING – Group Insurance Renewal Rates for 2025 – 2026

11. CONSIDER ADOPTING – Ordinance 25-11.004 Appropriating \$2,500 for Bike Lane Striping

12. CONSIDER ADOPTING – Ordinance 25-11.005 Accepting \$11,857.00 Safety First Grant from the Norfolk Southern Railroad and Authorizing the Town Manager to Execute the Grant Agreement

13. CONSIDER ADOPTING – Ordinance 25-19 Amending the Town’s Official Zoning Map dated September 10, 2024, rezoning Rowan County GIS System parcel number 048 042 located at 2038 US HWY 29 from IND to VSR zoning classification

14. CONSIDER ADOPTING – Resolution 25-08 Authorizing Application for CDBG-NR Funds

15. CONSIDER ADOPTING – Resolution 25-09 Re-Affirming Compliance Policies and Procedures

16. CONSIDER ADOPTING – Resolution 25-10 Re-Confirming Housing Selection Committee (HSC)

17. CONSIDER APPROVING – Water/Sewer Extension Policy Application for SRU Funding

18. DEPARTMENTAL REPORTS

- a. Planning
- b. Code Enforcement
- c. Police
- d. Fire
- e. Public Works
- f. Finance
- g. Active Living

19. TOWN MANAGER REPORT

20. REQUESTS & COMMENTS by the Mayor and Board Members

21. EXECUTIVE SESSION per NC General Statute 143-318.11 (if needed)

22. ADJOURNMENT

6. EXECUTIVE SESSION per NC General Statute 143-318.11 (if needed)

7. ADJOURNMENT