BOARD OF ALDERMEN

Thursday, November 05, 2026 at 5:30 PM

Landis Board Room

AGENDA

PLEASE SILENCE ALL CELL PHONES

1. INTRODUCTION:

1.1 **Call Meeting to Order**

1.2 **Welcome**

1.3 **Moment of Silence and Pledge of Allegiance**

1.4 **2026 Veterans Day Proclamation**

1.5 **Adoption of Agenda**

2. CONSENT AGENDA:

2.1 **Consider Approval of Work Session Minutes October 8, 2026 and Regular Scheduled Meeting Minutes October 12, 2026**

3. PUBLIC HEARINGS:

3.1 **Consider Approval of Voluntary Annexation Petition for Non-Contiguous Property - 801 N. Chapel Street - (Rowan County Parcel ID: 163 064) and Corresponding Ordinances #ANNEX-2026-11-05-01 and #ZMA-2026-11-05-01 - Residential Main Street Transition (RMST)**

Submitted by: Phil Collins, Planning Director

Details: Consider Voluntary Annexation - #ANNEX-2026-11-05-01 - for Non-Contiguous Property - 801 N. Chapel Street - (Rowan County Parcel ID: 163 064) and Corresponding Zoning Map Amendment #ZMA-2026-11-05-01 - Residential Main Street Transition (RMST) Zoning.

Recommended Action: Motion to Approve Ordinance # ANNEX-2026-11-05-01 for the Annexation of Property -801 N. Chapel Street (Rowan County Parcel ID: 163 064) and Corresponding Ordinance #ZMA-2026-11-05-01 to Amend the Official Zoning Map of the Landis Development Ordinance to Residential Main Street Transition (RMST).

3.2 **Consider Adoption of Ordinance #2026-11-05-02 Ordering the Vacation and Closure of the Residential Structure Located at 702 Dial Street (Rowan County Parcel ID: 133A266) (Project #27-193)**

Submitted By: Shawn Hill, Chief of Police

Details: Ordinance #2026-11-05-02 authorizes the Town of Landis Code Enforcement Officer to proceed with the vacation and closure of the residential structure located at 702 Dial Street (Rowan County Parcel ID: 133A266). The property has been determined to be unfit for human habitation due to violations of the Town's Minimum Housing Code. Following inspections, notification to the property owner, a hearing, and issuance of an order to repair or demolish the structure, the property owner has failed to comply. The proposed ordinance authorizes the Code Enforcement Officer to take the necessary enforcement actions, including vacation and closure, in accordance with the Landis Housing Code and N.C.G.S. § 160D-1203.

Recommended Action: Motion to Adopt Ordinance #2026-11-05-02 Ordering the Vacation and Closure of the Residential Structure Located at 702 Dial Street (Rowan County Parcel ID: 133A266), in Accordance with the Landis Housing Code and N.C.G.S. § 160D-1203. (Project #27-193)

4. PRESENTATIONS:

4.1 **Justin Campbell – Water Resources Crew Chief**

Submitted By: Sean Taggart, Public Works Director

Details: Justin Campbell has worked for the Town of Landis team for a little over a year and brings five years of experience in water resources to his new position as Water Resources Crew Chief. Justin takes pride in serving the community and is excited for the opportunity to take on a leadership role while continuing to support his team. His experience and dedication to providing reliable services have prepared him for this next step in his career. In his new role, Justin will oversee daily water and sewer operations, coordinate crew assignments, assist with the maintenance and repair of the Town’s water and wastewater infrastructure, and help ensure the continued reliability and safety of these essential services. We are excited to see Justin grow in his new position and look forward to his continued contributions to the Town of Landis.

4.2 **Trent Ritchie – Electric System Crew Chief**

Submitted By: Sean Taggart, Public Works Director

Details: Trent Richie has worked for the Town of Landis team for two years and brings approximately five years of experience in electrical linework to his new position as Electric Systems Crew Chief. Throughout his time with the Town, Trent has demonstrated a strong work ethic, dedication to serving the community, and a commitment to the safety of his coworkers and residents. His experience and leadership qualities have prepared him to take this next step in his career. In his new role, Trent will oversee daily electrical field operations, supervise and coordinate crew assignments, assist with the installation and maintenance of the Town's electrical distribution system, and respond to service calls and power outages. We are excited to see Trent step into this position and look forward to his continued contributions to the Town of Landis.

4.3 **Spencer Basinger – Fire Engineer**

Submitted by: Jason Smith, Fire Chief

Details: Spencer Basinger recently joined the Town of Landis Fire Department as a Fire Engineer. In this role, he will be responsible for safely operating fire apparatus, transporting firefighters to emergency scenes, and assisting with fire suppression and emergency response operations. Spencer brings over 15 years of experience in the fire service, having served in various roles from firefighter to captain, including nine years with Cabarrus County Squad 410. He holds two associate degrees, a bachelor's degree in Fire Administration, and numerous fire service certifications. Spencer also serves part-time with Atwell Fire Department and as a fire instructor at Rowan-Cabarrus Community College. With his extensive experience, education, and dedication to serving the community, Spencer will be a valuable addition to the department. We are pleased to welcome Spencer to the Town of Landis team!

4.4 **Jayden Weathers – PT Firefighter**

Submitted by: Jason Smith, Fire Chief

Details: Jayden Weathers recently joined the Town of Landis Fire Department as a Part-Time Firefighter. In this role, he will assist with daily staffing needs, respond to emergencies, and provide fire protection and medical services to the community. Jayden is a graduate of East Rowan High School and recently earned his North Carolina Firefighter Certification. He also holds certifications in cybersecurity and currently serves as a part-time firefighter with Miller's Ferry Volunteer Fire Department. Jayden looks forward to expanding his knowledge and experience in the fire service while serving the citizens of Landis. We are pleased to welcome Jayden to the Town of Landis team!

4.5 **Keegan Wyatt – PT Park & Recreation Attendant**

Submitted by: Jessica St. Martin, PArks and Recreation Director

Details: Keegan recently joined the Town of Landis as a permanent part-time park attendant in the Parks & Recreation Department. In this role, he will be responsible for providing customer service and assist with daily operations at Town recreational facilities. Keegan is a junior at Mt. Pleasant High School where he is a member of the Beta Club, the football and wrestling team. Keegan previously worked in the department as one of our seasonal summer attendants for the Town of Landis. We are excited to bring him on as permanent part time status for the Parks and Recreation Department.

5. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

5.1 **Citizens' Comments**

6. ORDINANCES/RESOLUTIONS:

6.1 **Consider Approval of Resolution #2026-11-05-02 Setting a Public Hearing for a Voluntary Annexation Petition for Non - Contiguous Property - 1330 Flat Rock Road- (Rowan County Parcel ID: 121 167) and Corresponding Resolution #2026-11-05-01 Directing the Town Clerk to Investigate the Petition and the Corresponding Zoning Request for Single Family Residential - 2 (SFR-2)**

Submitted by: Phil Collins, Planning Director

Details: Consider Voluntary Annexation for Non Contiguous Property - 1330 Flat Rock Road (Rowan County Parcel ID: 121 167) and Corresponding Zoning Request for Single Family Residential - 2 (SFR-2)

Recommended Action: Motion to Adopt Resolution #2026-11-05-02 Setting a Public Hearing for December 14, 2026, regarding the voluntary annexation petition for non contiguous property located at 1330 Flat Rock Road (Rowan County Parcel ID 121 167) and the corresponding zoning request for Single Family Residential - 2 (SFR-2), and to Adopt Resolution #2026-10-12-01 directing the Town Clerk to investigate the sufficiency of the petition.

6.2 **Consider Approval of Ordinance #2026-11-05-03 for Temporary Road Closures for the 2026 Southern Rowan Christmas Parade**

Submitted By: Michael D. Ambrose, Town Manager

Details: The 2026 Southern Rowan Christmas Parade is scheduled for Tuesday, November 24, 2026. Temporary road closures will be required from 1:00 PM to 6:00 PM along South and North Main Streets (US 29A), extending from the intersection of South Main Street and Sixth Street to the intersection of North Main Street and Coach Deal Drive.

Additionally, South Zion Street will be closed from its intersection with West Ryder Avenue to its intersection with West Rice Street. These temporary road closures are necessary to provide adequate security, ensure public safety, and maintain proper crowd control during the event.

Recommended Action: Motion to Approve Ordinance #2026-11-05-03 Authorizing the Temporary Road Closures for the 2026 Southern Rowan Christmas Parade.

7. OLD BUSINESS:

7.1 Consider Discussion and Approval of the Board of Aldermen Rules of Procedure

Submitted By: Tori Martin, Town Clerk

Details: The proposed Board of Aldermen Rules of Procedure have been prepared for the Board's review and consideration. The document is intended to establish formal procedures and guidelines for the conduct of Board meetings and other matters related to Board operations. The proposed Rules of Procedure provide guidance regarding meeting procedures, the order of business, motions, voting, public participation, and other procedural matters to promote consistency and efficiency in conducting Town business. The Board will have the opportunity to review and discuss the proposed rules, provide feedback, request changes or clarification, and provide direction regarding any revisions prior to bringing the document forward for formal adoption.

Recommended Action: Motion to Approve the Board of Aldermen Rules of Procedure.

8. CONSIDERATIONS:

8.1 Consider Approval of the Closeout of the 100,000-Gallon Elevated Water Tank Project (Project #25-05)

Submitted By: Tori Martin, Town Clerk/ Project Manager

Details: The project has reached the closeout stage, and staff is presenting it to the Board of Aldermen for consideration and approval. Closing out the project will allow the Town to finalize the associated project records and complete any remaining administrative and financial closeout requirements.

Recommended Action: Motion to Approve the Closeout of the 100,000-Gallon Elevated Water Tank Project (Project #25-05).

8.2 Consider Approval of Adopting the 2026 Town of Landis Personnel Policy

Submitted by: Madison Stegall, HR Director

Details: The current version of the Town of Landis Personnel Policy was adopted on January 20, 2020, with multiple amendments made after. Since 2020, changes in employment laws, court decisions, and the pressures to reinvent the local government workplace experience to match the various values of the current workforce in an evolving highly competitive labor market have occurred that impact employment policies. After research, consultation and evaluation, this is a request for the adoption of a significant revision to the current Personnel Policy and, if approved, will replace that document.

The proposed revision was drafted by The MAPS Group, team of consultants specializing in human resource management and development. The proposed revision has been reviewed by the Town Attorney, Town Manager, and Human Resources Director.

Recommended Action: Motion to Adopt the Personnel Policy revision with an effective date of January 1, 2027, to replace the existing policy and other existing stand-alone policies which have been incorporated into this Personnel Policy revision with authorization for staff to make administrative, formatting, and grammatical corrections.

8.3 **Consider Approval of Adopting the North Carolina State 2026 Holiday Schedule**

Submitted by: Madison Stegall, HR Director

Details: Adopting the State of North Carolina's 2026 Holiday Calendar would align the Town's holiday schedule with the approach proposed in the 2026 Town of Landis Personnel Policy.

Recommended Action: Motion to Adopt the North Carolina State 2026 Holiday Schedule.

8.4 **Consider Discussion of the 125th Anniversary Hall of Fame Voting Results**

Submitted By: Jessica St. Martin, Parks and Recreation Director

Details: In celebration of the Town of Landis' 125th Anniversary, the Parks and Recreation Department established the 125th Anniversary Hall of Fame to recognize individuals who have made a lasting impact on the Town and its history. Community members were invited to submit nominations across several categories, followed by public voting opportunities during the Town's 125th Anniversary Celebration, Fall Festival, at the Parks and Recreation Office, and online.

The 125th Anniversary Hall of Fame will serve as a lasting tribute to those who have contributed to the Town's growth, history, and community, preserving their legacy for future generations.

8.5 **Consider Approval of Reduced Selling Prices for Town of Landis 125th Anniversary Merchandise**

Submitted By: Jessica St. Martin, Parks and Recreation Director

Details: The DC & Frances Linn Community Park Committee reviewed the current selling prices of the Town of Landis 125th Anniversary merchandise and voted to recommend reducing the prices of select items to encourage additional sales and help move the remaining inventory. The current selling prices are $25 for T-shirts, $15 for Christmas ornaments, $35 for umbrellas, $12 for mugs, $25 for hats, $25 for tumblers, and $125 for challenge coins. The Committee recommends reducing the selling prices of T-shirts from $25 to $18, Christmas ornaments from $15 to $9, umbrellas from $35 to $25, mugs from $12 to $9, tumblers from $25 to $15, and challenge coins from $125 to $100. Hats will remain at their current selling price of $25.

Recommended Action: Motion to Approve the DC & Frances Linn Community Park Committee's Recommendation to Reduce the Selling Prices of the Town of Landis 125th Anniversary Merchandise to $18 for T-shirts, $9 for Christmas ornaments, $25 for umbrellas, $9 for mugs, $15 for tumblers, and $100 for challenge coins, with hats remaining at $25.

8.6 **Consider Approval of the Purchase of Two (2) 2027 Dodge Durango Pursuit AWD Vehicles from Parks Automotive Group in the Total Amount of $87,754 Dollars (Project #27-190)**

Submitted By: Shawn Hill, Chief of Police

Details: The Police Department received two quotes for the purchase of new police vehicles through the North Carolina Sheriffs' Association contract. Parks Automotive Group provided a quote for the 2027 Dodge Durango Pursuit AWD in the amount of $43,877 dollars per vehicle, and Parks Ford provided a quote for the 2027 Ford Police Interceptor Utility AWD in the amount of $44,860.56 dollars per vehicle. Both vehicles were quoted utilizing pricing available through the North Carolina Sheriffs' Association. After reviewing both quotes, staff recommends the purchase of two (2) 2027 Dodge Durango Pursuit AWD vehicles from Parks Automotive Group at a cost of $43,877 dollars each, for a total purchase amount of $87,754 dollars, due to cost efficiency.

Recommended Action: Motion to Approve the Purchase of Two (2) 2027 Dodge Durango Pursuit AWD Vehicles from Parks Automotive Group in the of $87,754 Dollars. (Project #27-190)

8.7 **Consider Approval of the Purchase of Police Vehicle Upfitting Equipment for Two (2) Vehicles from Dana Safety Supply for a Total of $26,605.92 Dollars, and Installation and Graphics from**

Global Public Safety for a Total of $11,149.44 Dollars (Project #27-190)

Submitted By: Shawn Hill, Chief of Police

Details: The Police Department received quotes for the equipment and upfitting of two (2) new Police Department vehicles. Dana Safety Supply provided a quote in the amount of $13,302.96 dollars per vehicle for the necessary upfitting equipment, totaling $26,605.92 dollars for two (2) vehicles. Global Public Safety provided a quote in the amount of $5,574.72 dollars per vehicle for the installation of the Town-supplied equipment and vehicle graphics, totaling $11,149.44 dollars for two (2) vehicles. The combined cost for the equipment, installation, and graphics is $18,877.68 dollars per vehicle, for a total amount of $37,755.36 dollars for two (2) vehicles.

The Police Department also received a quote from OnPoint Public Safety in the amount of $22,796.80 dollars per vehicle for both equipment and installation, totaling $45,593.60 dollars for two (2) vehicles.

Due to cost efficiency, staff recommends purchasing the upfitting equipment from Dana Safety Supply and having Global Public Safety complete the installation and graphics for both vehicles. This option results in a total savings of $7,838.24 dollars compared to having OnPoint Public Safety provide the equipment and installation for two (2) vehicles.

Recommended Action: Motion to Approve the Purchase of Police Vehicle Upfitting Equipment for Two (2) Vehicles from Dana Safety Supply for a Total of $26,605.92 Dollars, and Installation and Graphics from Global Public Safety for a Total of $11,149.44 Dollars. (Project #27-190)

9. REPORTS:

9.1 **Code Enforcement Report** (Included in The Board Packet)

9.2 **Fire Department Report** (Included in The Board Packet)

9.3 **Fleet Report** (Included in The Board Packet)

9.4 **Parks and Recreation Report** (Included in The Board Packet)

9.5 **Planning Department Reports** (Included in The Board Packet)

9.6 **Police Department Report** (Included in The Board Packet)

9.7 **Public Works Report** (Included in The Board Packet)

10. REPORTS:

10.1 **Financial Report** (Included in the Board packet)

10.2 **Town Manager Report** (Included in the Board packet)

11. UPCOMING EVENTS:

11.1 **Upcoming Events** (Included in the Board packet)

12. CLOSING:

12.1 **Board Comments**

12.2 **Motion to Adjourn**