BOARD OF ALDERMEN

Thursday, August 06, 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 Adoption of Agenda

2. CONSENT AGENDA:
All items below are considered to be routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless an Aldermen member so requests, in which event, the item will be removed from the Consent Agenda and placed in the appropriate corresponding Agenda Section to then be considered.

REQUESTED ACTION: Motion to Approve Consent Agenda as presented

2.1 **Consider Approval of Work Session Minutes July 9, 2026, Regular Scheduled Meeting Minutes July 13, 2026**

2.2 **Consider Approval of Resolution (# 2026-08-06-01) to Award the Bid to Elite Infrastructure Group, LLC for the Flat Rock Road Water Line Project (Project #25-07)**

Submitted by: Michael D. Ambrose, Town Manager

Details: The project was publicly bid in accordance with applicable North Carolina bidding requirements, and Elite Infrastructure Group, LLC submitted the lowest responsive and responsible bid. Approval of the resolution will authorize the award of the contract and allow the project to move forward in accordance with the bid documents and project schedule.

Recommended Action: Motion to Approve Resolution # 2026-08-06-01. (Project #25-07)

2.3 **Consider Approval of the Amended Capital Project Ordinance (Ordinance # 2026-08-06-02) for Patterson Road / Flat Rock Road Waterline #SRP-D-134-003 (Project # 27-05)**

Submitted By: Carly Blackmon, Finance Director

Details: This Capital Project Ordinance reflects the current project budget and funding sources necessary for the completion of the waterline improvements. Approval of the amended ordinance will ensure the project budget accurately reflects all authorized revenues and expenditures and allows the Town to continue administering the project in accordance with applicable funding requirements.

Recommended Action: Motion to Approve the Amended Capital Project Ordinance (Ordinance# 2026-08-06-02) for Patterson Road / Flat Rock Road Waterline #SRP-D-134-003 (Project # 27-05)

2.4 **Consider Approval of Payment to the North Carolina Interlocal Risk Management Agency (NCIRMA) Workers' Compensation Fund in the Amount of $133,251.37 Dollars**

Submitted By: Michael D. Ambrose, Town Manager

Details: The Town has received an invoice from the North Carolina Interlocal Risk Management Agency (NCIRMA) for the Town's Workers' Compensation Fund coverage. Approval of this payment will ensure the Town remains current on its workers' compensation insurance obligations and maintains coverage for employees in accordance with the Town's participation in the NCIRMA Workers' Compensation Fund.

Recommended Action: Motion to Approve payment of the NCIRMA Workers' Compensation Fund invoice in the amount of $133,251.37 Dollars.

2.5 **Consider Approval of Payment of the FY27 Blue Cross Blue Shield Insurance Premium in the Amount of $298,955.04 Dollars**

Submitted By: Carly Blackmon, Finance Director

Details: This payment covers the Town's FY27 employee health insurance premium for the year and is a routine operating expense budgeted within the Town's annual operating budget.

Recommended Action: Motion to approve Payment of the FY27 Blue Cross Blue Shield Insurance Premium in the Amount of $298,955.04 Dollars.

2.6 **Consider Approval to Renew the Town's FY27 Selective Insurance Policy in the Amount of $159,832.36 Dollars (Project # 27-176)**

Submitted by: Carly Blackmon, Finance Director

Details: The policy provides insurance coverage for the Town's property, liability, automobile, public officials, law enforcement, and other applicable municipal risks. Renewal of the policy will ensure the Town maintains continuous insurance coverage and remains adequately protected against potential losses and liabilities in accordance with the Town's operational and legal requirements.

Recommended Action: Motion to Approve Renewing the Town's FY27 Selective Insurance Policy in the Amount of $159,832.36 Dollars (Project # 27-176)

2.7 **Consider Approval of Road Closure Ordinance #2026-08-06-01 for the Town of Landis 125 Celebration on August 29, 2026**

Submitted By: Michael D. Ambrose, Town Manager

Details: In preparation for the Town of Landis 125th Anniversary Celebration, temporary road closures will be necessary to ensure the safety of event participants, vendors, staff, and attendees. Portions of Main Street and other designated areas will be temporarily closed to accommodate event activities, vendor setup, pedestrian traffic, and event operations. The road closures will be coordinated with the appropriate Town departments and public safety personnel.

Recommended Action: Motion to Approval of Road Closure Ordinance #2026-08-06-01 for the Town of Landis 125 Celebration on August 29, 2026

2.8 **Consider Approval of Resolution #2026-08-06-02 To Receive and Appropriate Staffing Grant Funds for the Fire Department to Support Personnel Overtime Salaries (Project # 27-174)**

Submitted By: Carly Blackmon, Finance Director

Details: This Resolution will allow staff to receive and appropriate the $12,500 Dollars Staffing Grant (from Rowan County) for the fire department to support personnel overtime salaries.

Recommended Action: Motion to Approve Resolution #2026-08-06-02, Which will Allow Staff to Receive and Appropriate Staffing Grant Funds for the Fire Department to Support Personnel Ovetime Salaries. (Project # 27-174)

2.9 **Consider Approval to Award 3M Gates & Access Control, LLC the Pumpstation Fencing Project in the Amount of $12,369.20 Dollars (Project # 27-171)**

Submitted By: Michael D. Ambrose, Town Manager

Details: Town staff obtained two quotes for the proposed Pumpstation fencing project. The project will include the installation of fencing to improve the security, safety, and protection of the pumpstation property and infrastructure.

Recommended Action: Motion to Award 3M Gates & Access Control, LLC the pumpstation Fencing Project in the Amount of $12,369.20 Dollars. (Project # 27-171)

2.10 **Consider Approval of Budget Amendment #2 to Receive and Appropriate Fire Department Staffing Grant Funds, Allocate Funds for Pump Station Fencing (Project #27-171), and Receive $600,000 in State-Appropriation Funds for Sinkhole Repairs.**

Submitted By: Carly Blackmon, Finance Director

Details: This Budget Amendment is to allow the Town to receive and Appropriate Staffing Grant Funds for the Fire Department to Support Personnel Overtime Salaries, to reallocate remaining FY26 125 Event Funds to FY27, and to allocate Funds for the Installation of fencing to improve the Security, Safety, and Protection of the Pump Station Property and infrastructure (Project #27-171), and to receive $600,000 in state appropriation funds for Sinkhole Repairs.

Recommended Action: Motion to Approve Budget Amendment #2 to Receive and Appropriate Fire Department Staffing Grant Funds, Allocate Funds for Pump Station Fencing (Project #27-171), and Receive $600,000 in State-Appropriation Funds for Sinkhole Repairs.

2.11 **Consider the Approval of Renewing the Third Amendment to the Lease Agreement Between Rowan County and the Town of Landis**

Submitted By: Michael D. Ambrose, Town Manager

Details: The Third Amendment to the Lease Agreement between Rowan County and the Town of Landis extends the lease term by providing three (3) successive one-year renewal terms beginning July 1, 2026. The amendment also allows Rowan County to terminate the lease for convenience during any renewal term with at least sixty (60) days' written notice to the Town.

Recommended Action: Motion to Approve the Third Amendment to the Lease Agreement Between Rowan County and the Town of Landis.

2.12 **Consider the Approval of Change Order No. 25-04-03 for the Mount Moriah Church Road – North Main Street Waterline Expansion Replacements Project (Project # 25-04), Expanding the Project Scope Due to Increased State ARPA Funds.**

Submitted By: Michael Ambrose, Town Manager

Details: The change order will allow the Town to utilize additional state funds to expand the project and complete additional waterline replacement work beyond the original project scope.

Recommended Action: Motion to Approve Change Order No. 25-04-03 for the Mount Moriah Church Road – North Main Street Waterline expansion Replacements Project (Project # 25-04) Expanding the Project Scope Due to Increased State ARPA Funds.

2.13 **Consider Approval of Budget Amendment #3 to Allocate Funds for Elite Infrastructure for the Flat Rock / Patterson Rd Waterline Project #25-07**

Submitted By: Carly Blackmon, Finance Director

Details: This Budget Amendment is to allocate funds for the BRS Change Order #25-04-03 project #25-04 and to allocate funds for Elite Infrastructure for the Flat Rock / Patterson Rd Waterline Project #25-07

Recommended Action: Motion to approve Budget Amendment #3 to Allocate Funds for Elite Infrastructure for the Flat Rock / Patterson Rd Waterline Project #25-07

2.14 **Consider Approval to Award the South Beaver Street Playground Fencing Project Bid to "FenceItForU" in the Amount of $6,120. Dollars (Project # 27-173)**

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

Details: The South Beaver Street Playground was recently relocated from inside the former tennis court to the shaded grassy area in front of the pavilion. The relocation was one of the first steps in the Town's ongoing efforts to renovate and improve this park area. To enhance the safety and functionality of the playground, Town staff obtained two quotes for the installation of aluminum ornamental fencing around the perimeter of the playground, including a self-latching entrance gate. The proposed fencing will provide an added level of safety for children using the playground while creating an enclosed area that will accommodate additional park amenities, including a picnic table, park bench, and trash can.

The Town received a quote from "FenceItForU" in the amount of $6,120 Dollars and a quote from Southern Cut Design & Build in the amount of $8,257.50 Dollars Staff reviewed both proposals and recommends awarding the contract to "FenceItForU" as the lowest responsive and responsible proposer.

Recommended Action: Motion to Award the South Beaver Street Playground Fencing Project Bid to "FenceItForU" in the Amount of $6,120. Dollars (Project # 27-173)

2.15 **Consider Approval of Adding Angie Sands as the Replacement for the Vacancy on the Technical Coordinating Committee (TCC)**

Submitted By: Michael D. Ambrose, Town Manager

Details: Each year, the North Carolina Department of Transportation (NCDOT) requires the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) to submit an updated list of Transportation Coordinating Committee (TCC) representatives and their designated alternates.

Recommended Action: Motion to Approve Angie Sands as Alternate for the Technical Coordinating Committee (TCC).

2.16 **Consider Approval of the Capital Project Ordinance (Ordinance # 2026-08-06-03) for the Sinkhole Repair Project (Project # 27-181)**

Submitted By: Carly Blackmon, Finance Director

Details: This Capital Project Ordinance authorizes the Sinkhole Repair Project to account for State-appropriated funds received for the purpose of repairing and restoring sinkholes and related infrastructure within the Town of Landis.

Recommended Action: Motion to Approve the Capital Project Ordinance (Ordinance # 2026-08-06-03) for the Sinkhole Repair Project. (Project # 27-181)

2.17 **Consider Approval of Resolution #2026-08-06-03 Authorizing the Acceptance of State Appropriated Funds for the Stormwater Sink Hole Project (Project # 27-181)**

Submitted By: Carly Blackmon, Finance Director

Details: This Resolution will allow staff to receive and appropriate State Appropriation funds for the Stormwater Sink Hole Projects. The funding will be used for the repair and restoration of sinkholes and related stormwater infrastructure within the Town of Landis.

Recommended Action: Motion to Approve Resolution #2026-08-06-03, Authorizing the Acceptance of State Appropriation Funds for the Stormwater Sink Hole Project (Project # 27-181).

3. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

3.1 Citizens' Comments

4. CONSIDERATIONS:

4.1 Consider the Discussion of the Traffic Speed Study Conducted on all Roads Within The Oaks of Landis Subdivision

Submitted By: Shawn Hill, Interim Police Chief

Details: The purpose of the study was to evaluate vehicle speeds throughout the subdivision and determine compliance with the posted speed limit. The results indicated an average vehicle speed of 23 mph on roads posted at 15 mph. The peak times for this study were 7:00 AM and 6:00 PM. The study was conducted on all through streets.

4.2 Consider Approval of Two Locations Along US-29 for the Welcome Signs (Project # 27-177)

Submitted By: Michael D. Ambrose, Town Manager

Details: The Rowan County Tourism Development Authority has provided proposed designs and cost estimates for two welcome signs to be installed along US-29. These signs are similar in size to the Town's previous welcome signs and are part of the countywide wayfinding initiative.

Before fabrication can begin, the Town must identify two installation locations along US-29. Once the locations have been selected, the Town will be responsible for obtaining the necessary NCDOT approvals and encroachment agreements. After those requirements have been completed, the Rowan County Tourism Development Authority will proceed with fabrication and installation of the signs.

Recommended Action: Motion to Approve ____ and ____ as Locations for Two Welcome Signs to be Installed Along US-29. (Project # 27-177)

4.3 Consider Approval of Extending the VC3 Contract

Submitted By: Carly Blackmon, Finance Director

Details: This will allow the Town to extend the existing contract with VC3 to ensure uninterrupted IT services. The Town is in the process of soliciting bids during the current fiscal year, and staff anticipates bringing the competitive bid results to the Board for consideration in January 2027. VC3 has been notified of the Town's intent to complete the bidding process.

Recommended Action: Motion to approve extending the existing contract with VC3 through February 2, 2027.

4.4 Consider Approval of Awarding Cost of Service Study Bid to Electricities In the Amount of $29,900 Dollars (Project # 27-178)

Submitted By: Michael D. Ambrose, Town Manager

Details: The study will evaluate the cost of providing electric service to customers and analyze the current rate structure to determine whether rates accurately reflect the cost of service. The results of the study will provide recommendations to support equitable, financially sustainable, and defensible electric rates while assisting the Town with long-term financial planning.

Recommended Action: Motion to Award Electricities the bid to conduct a Cost of Service Study for the Town's Electric Department In the Amount of $29,900 dollars. (Project # 27-178)

4.5 **Consider Approval Authorizing Staff to Apply for the Electricities System Betterment Program Grant in the Amount of $5,000 Dollars (Project # 27-179)**

Submitted By: Carly Blackmon, Finance Director

Details: The System Betterment Program provides funding to support improvements to the Town's electric system, helping to enhance reliability, safety, and operational efficiency.

Recommended Action: Motion to Approve Authorizing Staff to Apply for the Electricities System Betterment Program Grant in the Amount of $5,000 Dollars (Project # 27-179)

4.6 **Consider Approval to Award the Purchase Materials for the Public Works Substation Feeder Line Project to Wesco in the Amount of $7,124.40 Dollars, Plus Applicable Sales Tax; City Electric in the Amount of $22,441.97 Dollars, Plus Applicable Sales Tax; and Border States in the Amount of $3,559.95 Dollars, Plus Applicable Sales Tax.**

Submitted By: Michael D. Ambrose, Town Manager

Details: As part of the Town's ongoing Public Works Substation Project, Southeastern Consulting Engineers solicited informal bids for the materials necessary to construct the feeder lines that will integrate and add electrical load to the new Public Works Substation. Three bids were received and evaluated based on pricing and timely delivery of the required materials. Following its evaluation, Southeastern Consulting Engineers recommended purchasing the selected materials from multiple vendors in order to obtain the best pricing for each item. The recommended purchases include materials from Wesco in the amount of $7,124.40 dollars, plus applicable sales tax, City Electric in the amount of $22,441.97 dollars, plus applicable sales tax, and Border States in the amount of $3,559.95 dollars, plus applicable sales tax. Staff has reviewed the engineer's recommendation and concurs with awarding the purchases to each of the recommended vendors for a total material cost of $33,126.32 dollars, plus applicable sales tax, to support the construction of the feeder lines for the new Public Works Substation.

Recommended Action: Motion to Award the Bid of Materials for the Public Works Substation Feeder Line Project to Wesco in the Amount of $7,124.40 Dollars, Plus Applicable Sales Tax; City Electric in the Amount of $22,441.97 Dollars, Plus Applicable Sales Tax; and Border States in the Amount of $3,559.95 Dollars, Plus Applicable Sales Tax.

4.7 **Consider Approval to Establish Two Full-Time Parks and Recreation Attendant Positions at a Pay Grade 11**

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

Details: Currently, the department relies heavily on a number of part-time attendants to assist in routine maintenance, handle facility operations, event support, and seasonal responsibilities. This has become increasingly difficult to manage due to inconsistent availability, scheduling conflicts, and seasonal turnover.

We are facing ongoing challenges of limited availability of part-time employees due to school, secondary employment, and personal schedules resulting in increased overtime and workload placed on existing staff to fill coverage gaps. Seasonal turnovers require continual time and costs related to recruitment, hiring and training. The department has and will be taking on more maintenance and responsibilities associated with the development of new parks, added amenities, future trails, greenways, programs, and community events.

Adding two full-time employees will provide reliable daily staffing, capable of maintaining facilities, responding to needs, and supporting department operations without relying heavily on numerous part-time employees.

Recommended Action: Motion to Approve the establishment of Two Full-Time Parks and Recreation Attendant Positions at a Pay Grade 11.

4.8 **Consider Approval of Budget Amendment #5 to Reallocate Funds for Two Full-Time Park Attendant Positions**

Submitted By: Carly Blackmon, Finance Director

Details: This Budget Amendment reallocates funds within the Parks Department budget by eliminating two part-time Park Attendant positions and transferring those funds to support two full-time Park Attendant positions. The amendment also adjusts the associated salary and benefit accounts, including Social Security, Retirement, 401(k), Health Insurance, and Other Insurance, to accurately reflect the personnel changes.

Recommended Action: Motion to Approve Budget Amendment #5 to Reallocate Funds for Two Full-Time Park Attendant Positions.

4.9 **Consider Motion to Enter Closed Session Pursuant to G.S. 143-318.11(a)(6) to Discuss about Personnel Matters**

5. REPORTS:

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

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

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

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

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

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

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

6. REPORTS:

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

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

7. UPCOMING EVENTS:

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

8. CLOSING:

8.1 **Board Comments**

8.2 **Motion to Adjourn**