

**Minutes**  
**Spruce Pine Town Council**  
**February 12, 2024 5:30 PM**

A meeting of the Town Council was held on February 12, 2024. Present were Mayor Phillip Hise and Council Members Rocky Buchanan, Larry McKinney, Wayne Peight and Jackie Rensink. Staff in attendance included Darlene Butler, Crystal Young, Anthony Hensley, Spencer Bost, Michael Wood, Kasey Cook, and Brooke Peterson. Others attended, including, Chad Donnahoo, Chase Thomas, and Donnie Staton.

CALL TO ORDER

Mayor Phillip Hise called the regular meeting to order at 5:30 PM. Rocky Buchanan gave the invocation. Larry McKinney led the Pledge of Allegiance.

APPROVAL OF AGENDA

Larry McKinney moved to approve the agenda. Jackie Rensink seconded the motion, which carried unanimously.

APPROVAL OF MINUTES

Larry McKinney moved to approve the minutes of the January 22, 2024 Town Council Meeting. Rocky Buchanan seconded the motion, which carried unanimously.

ACTION AGENDA

- ✓ Phillip Hise opened discussion on a request from Eric Nutter for providing and maintaining water service outside city limits on Kates Lane with a 2-inch line. The Council unanimously decided in order for the town to accept the water line the following guidelines must be in place:
  - NCDEQ Public Water Supply guidelines would be followed.
  - The line would be designed and permitted by a qualified engineer.
  - The installation would be carried out by a licensed and qualified contractor.
  - As-built drawings would be provided to the Town of Spruce Pine.
  - The line would need to be a minimum of 6-inches in diameter, for future additional customers and fire protection.
  - The Town of Spruce Pine would bear none of the cost of the project, from planning through construction.
- ✓ Larry McKinney moved to appoint Roger Burleson as a member of the Zoning Board of Adjustment. Rocky Buchanan seconded the motion, which carried unanimously.
- ✓ Darlene Butler presented a proposed ORC Bonus/Increase Policy. Larry McKinney moved to approve the policy. Wayne Peight seconded the motion, which carried unanimously. The policy is attached to these minutes.
- ✓ Larry McKinney recused himself from the meeting. The council discussed awarding the Vehicle Cleaning Contract. Darlene Butler stated there are 17 total vehicles to be cleaned and the bid was very well publicized from January 11<sup>th</sup> to the 31<sup>st</sup>. She noted that four bids were received, with the bid from Larry McKinney being by far the lowest. Consensus of the Council was to go with Larry McKinney as low bidder. To that purpose, Darlene summarized aloud the Resolution Authorizing the Town to enter into a service contract with Larry McKinney for vehicle cleaning. Wayne Peight moved to adopt the resolution. Jackie Rensink seconded the motion, which carried unanimously. Said resolution is incorporated by reference, and attached to these minutes. Larry McKinney then returned to the meeting.

DEPARTMENT UPDATES

Parks and Rec

- Parks and Rec Director Michael Wood presented his February report for Parks and Rec, which is incorporated by reference and attached to these minutes.
- He noted the vandalism that is occurring at Brad Ragan. His crew is getting that cleaned up. He would like to propose installing cameras in the upcoming year.
- Phillip Hise discussed the options with the old bathrooms at Riverside Park, either being completely remodeled or removed. The council asked for staff to seek costs to demolish the old restrooms.
- Michael Wood noted about opening up for the summer and hosting a grand opening around Memorial Day.

#### Police Department

- Police Chief Kasey Cook updated the Council on the police department for the month of January, presenting a log with a total of 302 calls logged through Mitchell County Communications. Said log is incorporated by reference and attached to these minutes.
- He said his new officers were working out well, with Officer Sale working on his own and Officer Woody still working with supervisor.
- Officers are being present at the parks and all town streets more often.
- The department is still down two cars, but will hopefully pick those up in a few weeks.
- Chief Cook discussed the new License Plate Reader equipment that the county and surrounding counties have installed and getting that in this upcoming budget year. This equipment will be very beneficial to the department.
- The new K-9 will be here soon and Officer Mace will be training. The department will have a K-9 for both shifts.
- The evidence building is working out great. The department appreciates it.

#### Finance

- Finance Officer Crystal Young gave the Council an update on the financials for the period ending January 31, 2024. Said report is incorporated by reference and attached to these minutes.
- She noted that the budget meeting will be coming up on March 25<sup>th</sup>, 2024 and proposed going to a different location for the meeting. A few local restaurants were mentioned and she will be contacting those to see the best option. She will send an email confirming the location. Chad Donnahoo noted that the public can still attend for the meeting portion.
- By the end of the year, typically 97.5% of taxes are paid. Unpaid taxes will be advertised in April.
- Crystal updated the Council on the BRIC grant application, which was submitted February 5<sup>th</sup>. A response will be given by August.

#### Water and Sewer

- Project Manager Donnie Staton with Veolia gave his report for the month of January. Said report is incorporated by reference and attached to these minutes.
- He noted that the roof at the water plant will need to be replaced soon. He is waiting on a quote for a total repair and gutters.
- The septic hauler dumping station has been moved to a manhole near the waste plant and that has resolved several issues. The pumps have not had to be pulled since December.

#### Public Works

- Public Works Director Anthony Hensley presented a Work Order Summary Report for his department. Said report is incorporated by reference and attached to these minutes.
- He stated his appreciation to the Council for the new truck.
- He has filled the vacant position in Public Works.
- Anthony met with the local 811 group. He now has contacts, therefore making communication easier.
- He attended a meeting with Darlene Butler and HCCOG concerning the storm water project and mapping storm drains.
- He attended classes in Cornelius at the NC Rural Water Training Facility for Collections 1 and 2. The tests for that will be held in March.
- He noted there is currently a contractor for the 3 Peaks Project that is installing a new sewer line that goes directly into our pump station at that location and he has observed that process.

#### Main Street

- Main Street Director Spencer Bost presented his monthly report for Main Street. Said report is incorporated by reference and attached to these minutes.
- The Main Street committees are developing work plans for 2024.

- He is working on the 2024 Schedule of Events. There are currently only 3 vacant weekends from May to November.
- Work on the Fire on the Mountain Festival is ongoing. Altec is now a sponsor.
- He has hired a Main Street assistant. Katie Elkins will be vital in expanding media efforts.
- The placement at Riverside Park of the kayak mosaic created by artist Emma Cadman is now complete.
- He met with Hilloween staff about a possible Halloween parade.
- Rebranding Spruce Pine Main Street has begun working toward more cohesive signage and logo.
- Phillip Hise spoke about his concern for the town's responsibility and role in the Christmas lighting/decorations. Spencer Bost responded with enhancing communication between all groups. Main Street will be managing all financing. The current decorations from the town will remain the same. Spencer Bost discussed a committee, and would love for this council to be represented, as well.

PUBLIC COMMENT

- ❖ Walton Shepherd, owner of L&L Furniture, wanted to extend his appreciation to the Council for the upcoming 3<sup>rd</sup> Annual Downtown Worship event on May 29<sup>th</sup>, 2024 from 5:30-8:30. L&L Furniture is fully funding this event. The Special Use Application has been completed and submitted. Brian Burgess from Clayton King Ministries will be speaking. There will be a variety of food/snack options. There will also be several children's events before the actual worship begins. He also discussed blocking upper street and his communication with DOT.

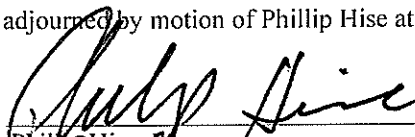
MANAGER'S UPDATE

- Town Manager Darlene Butler noted her concern for conflicting dates between the Toe River Arts Studio and the Alien Festival. TRA has opted to change their event to May 31-June2, 2024.
- The SEARCH invitation from Dr. Larson is this Thursday.
- She attended a meeting on February 5<sup>th</sup> at Asheville Regional Airport discussing expansion.
- She attended the ABC Board meeting which discussed allocations given to the Spruce Pine Police Department and the Mitchell High School rehab program.
- She noted the Mitchell Chamber is facing financial challenges, and that one concern is for the Gem Festival.
- She also reminded the Council of upcoming meetings to consider attending.
- She met with Withers Ravenel for Streetscape and beautification.
- She also met with HCCOG for digital mapping of storm water system. RFQ's were readvertised for inventory assessment and capital improvements, which are due February 29<sup>th</sup>.
- Ethics training online is coming up and it is required for newly elected officials. She will possibly look at attending online at upcoming meeting and projecting for everyone at one time.

ADJOURNMENT

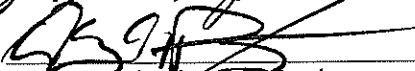
With no further business, the meeting was adjourned by motion of Phillip Hise at 7:05 PM.

  
Brooke Peterson, Town Clerk

  
Phillip Hise, Mayor

  
Rocky Buchanan, Council Member

  
Larry McKinney, Mayor Pro Tem

  
Wayne Peight, Council Member

  
Jackie Rensink, Council Member



## Town of Spruce Pine, North Carolina

February 13, 2024

Eric Nutter  
546 Ledger Blvd.  
Bakersville, NC 28705

Dear Eric,

At yesterday's Town Council meeting, The Town Council considered your request for the Town of Spruce Pine to accept ownership of approximately 1575 feet of 2-inch water line proposed to serve the area of Kate's Lane in the Ledger community.

It was the consensus of the Town Council that in order to accept the water line the following criteria would apply:

1. NCDEQ Public Water Supply guidelines would be followed.
2. The line would be designed and permitted by a qualified engineer.
3. The installation would be carried out by a licensed and qualified contractor.
4. As-built drawings would be provided to the Town of Spruce Pine.
5. The line would need to be a minimum of 6-inches in diameter, for future additional customers and fire protection.
6. The Town of Spruce Pine would bear none of the cost of the project, from planning through construction.

Additionally, the Town's policies require that we charge for all taps. We realize the above stipulations would cause this project to be very expensive and that you may desire to go another route. We wish your family success in acquiring water for this property, whether by means of a well or by extending a private line to meet the Town's main line along Highway 226.

Please let me know if you have additional questions.

Sincerely,

A handwritten signature in cursive script that reads "Darlene Butler".

Darlene Butler  
Town Manager

Cc: Spruce Pine Town Council

**RESOLUTION AUTHORIZING THE TOWN TO ENTER INTO A SERVICE  
CONTRACT WITH LARRY MCKINNEY FOR VEHICLE CLEANING**

**NOW COMES** the Town Council for the Town of Spruce Pine (“Town”), at a duly called meeting with a quorum established, and hereby adopts this *Resolution Authorizing the Town to Enter into a Service Contract with Larry McKinney for Vehicle Cleaning* (“Resolution”).

**WITNESSETH:**

**WHEREAS**, in January 2024, the Town instructed the Town Manager to solicit bids for vehicle cleaning services for the Town’s vehicle fleet (seventeen (17) vehicles at the time of the bid solicitation) (“Service”);

**WHEREAS**, on January 31, 2024 when the bids were announced, the lowest bidder was Larry McKinney;

**WHEREAS**, Larry McKinney is currently an elected member of the Town Council and is a “public officer” as that term is defined in N.C.G.S. § 14-234(a1)(1);

**WHEREAS**, pursuant to N.C.G.S. § 14-234(d1), the small jurisdiction exception applies in that the population for the Town is less than 20,000 people and the costs for the Service is less than \$60,000 within a 12-month period; and

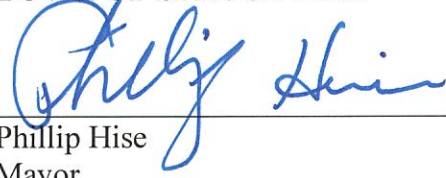
**WHEREAS**, during the February 12, 2024 Town meeting, Mr. McKinney recused himself during that portion of the meeting where the Service was discussed and voted upon and Mr. McKinney played no role in making the contract and will have no role in the future administration of the contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN** the following:

1. That this Resolution be adopted pursuant to N.C.G.S. § 14-234(d1)(1) in an open and public meeting and recorded in the minutes.
2. That the contract for Services be awarded to Larry McKinney pursuant to this Resolution and based on the bid solicitation and responses thereto.
3. That the Town Manager be authorized to enter a contract on the Town’s behalf with Mr. McKinney for the Service. The contract shall be noted in the Town’s audited financial statements and the Town shall post in the Town Hall the information required in N.C.G.S. § 14-234(d1)(4) and shall update the information quarterly.
4. The contract shall include a provision that any complaints regarding Mr. McKinney’s performance of the Service, if any, shall be provided to the Town Manager who shall provide that information to the Mayor.

READ AND APPROVED this 12<sup>th</sup> day of February 2023.

**TOWN OF SPRUCE PINE**



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Phillip Hise  
Mayor

Attest:



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Brooke Peterson  
Town Clerk

## **Town of Spruce Pine**

### **Hourly Employee Incentive Program for Achieving and Maintaining Operator in Responsible Charge (ORC) Credentials for Water Distribution, Wastewater Collections, and/or Cross Connection.**

For each grade level attained toward ORC in a category (Distribution, Collections, or Cross Connection) an hourly employee will receive a bonus of \$2000. This bonus will be paid in two increments of \$1000. The first will be paid when the State of NC certificate for the grade level is presented. The second increment will follow six months later, provided the employee is still employed by the Town of Spruce Pine. Each bonus increment will be paid as an addition to a regular paycheck, and will be subject to tax and retirement withholding. The employee will be reimbursed and/or receive a bonus up to the certification grade level required to serve as ORC for the Town of Spruce Pine. Certifications levels beyond minimum requirements for Town ORC will not be eligible for reimbursement of class and testing expenses or additional bonus awards.

Once the employee is qualified to serve as ORC for the Town of Spruce Pine in a category, that employee will move to the next higher pay grade on the pay plan in effect. The step on the pay grade will remain unchanged. This will result in an approximate 5% hourly increase. The employee will continue to receive this increased amount as long as their ORC-level certification is maintained. Only one such salary increase will be awarded even if the employee is qualified to serve as ORC in more than one category.

The Town of Spruce Pine will pay for pre-approved training costs, including classes, materials, and travel.

This policy will be retroactive to February 1, 2023 for employees currently employed with the Town of Spruce Pine.

**Town of Spruce Pine  
Vehicle Cleaning Bids  
2024**

| <b>Bidder</b>            |    | <b>Cleaning Interior/<br/>Exterior per vehicle</b> |    | <b>Waxing Exterior<br/>per Vehicle</b> |
|--------------------------|----|--|----|--|
| Larry's Detailing        | \$ | 20.00  | \$ | 60.00                                  |
| McClure's Wash & Detail  | \$ | 100.00   | \$ | 225.00                                 |
| Queen City Can Care, LLC | \$ | 150.00   | \$ | 50.00                                  |
| Earl Honeycutt           | \$ | 250.00   | \$ | 125.00                                 |





## **Parks and Recreation Department**

**Office (828)765-3012**

**Cell (828) 385-2179**

### **Town of Spruce Pine Board Meeting**

**February 12, 2024**

#### **General Park Maintenance**

- Morning and Night check list completed each day
- Trash pick-up in town
- Blowing leaves, clean up pine cones and falling limbs

#### **Brad Ragan Park**

- Dog park is being used
- Privacy net around tennis courts needed some minor repairs
- New Arch way is under construction rock work is done
- Porta John issues fixed

#### **Riverside Park**

- Cleaned mud of walking track
- Old restrooms under walking bridge has been torn down
- Baseball and softball has begun

#### **Shelter Reservations**

- N/A

#### **Pool**

- Pool pumps and motors have been pulled and taking to Mckinney Electric

## Town

- Finished getting all Christmas decorations moved to storage

## Other Business

- Cleaned out storage building above the cemetery
- Installed a Safety Bollard post at stroupe rd
- Starting to get request for use of riverside for events

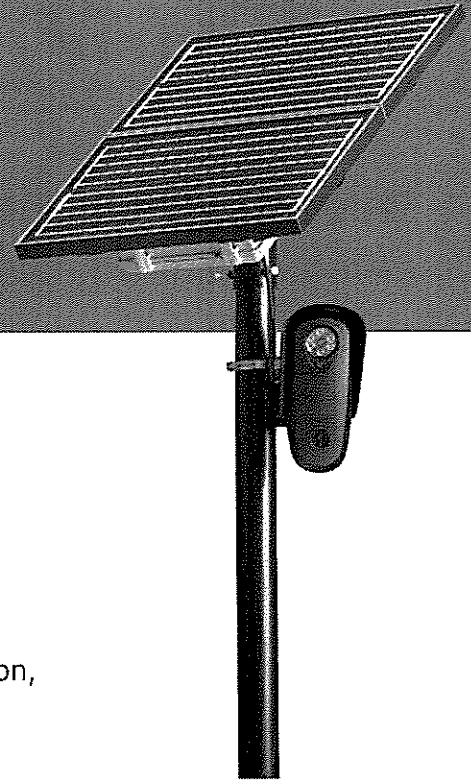
**Mitchell County Central Communications**  
**117 Long View Drive Bakersville , NC 28705**

Department CFS CallType Group By Month For 01/12/2024 - 02/29/2024

| <b>Spruce Pine Police Department</b> |         |          |       |       |     |      |      |        |           |         |          |          |       |
|--------------------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|-------|
| CallTypeGroup                        | January | February | March | April | May | June | July | August | September | October | November | December | Total |
| 911 INCOMPLETE                       | 1       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 2     |
| ABDUCTION/KIDNAPPING/HOSTAGE         | 1       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| ADMINISTRATIVE - LAW                 | 3       | 2        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 5     |
| ALARM- FIRE                          | 3       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 4     |
| ALARMS- LAW                          | 7       | 3        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 10    |
| ANIMAL- LAW                          | 3       | 3        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 6     |
| ASSAULT/SEXUAL ASSAULT               | 1       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| ATTEMPT TO LOCATE                    | 4       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 5     |
| BURGLARY/HOME INVASION               | 1       | 3        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 4     |
| CARDIAC/RESPIRATORY ARREST           | 1       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| CARELESS/RECKLESS                    | 5       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 6     |
| CITIZEN ASSIST                       | 1       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| COMMITMENT                           | 1       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| COMMUNITY EVENT                      | 5       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 5     |
| DISABLED MOTORIST                    | 4       | 2        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 6     |
| DISTURBANCE/NUISANCE                 | 6       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 6     |
| DOMESTIC VIOLENCE                    | 2       | 2        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 4     |
| DRUGS                                | 1       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| DUI / DWI / INTOXICATED DRIVER       | 1       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 2     |
| ESCORT                               | 8       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 8     |
| FRAUD/DECEPTION                      | 0       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |
| GENERIC (LAW)                        | 4       | 3        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 7     |
| GENERIC LAW                          | 4       | 6        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 10    |
| INTOXICATED-PEDESTRIAN               | 0       | 1        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 1     |

flock safety

# Flock Safety Falcon® LPR



Eliminate crime on every roadway with  
hassle-free LPR.

## PROBLEM

Without key evidence, like a license plate or vehicle description,  
many cases go unsolved.

## SOLUTION

Flock Safety Falcon® LPR cameras provide vehicle data, real-time alerts,  
searchable evidence, and analytics to improve police response and  
investigations 24/7.

Solve more cases faster with Flock's effective and trusted LPR technology.

1

### IMPROVE EFFICIENCY AND MAXIMIZE INVESTMENT WITH A ONE-STOP-SHOP

With one annual subscription fee, Flock Safety covers hardware procurement, permitting, deployment planning, policy creation, installation, maintenance, user training, customer support, and software upgrades.

2

### CUT COSTS WITH PUBLIC-PRIVATE PARTNERSHIPS

Flock Safety brings LPR to neighborhoods and businesses, providing law enforcement privately-funded access to actionable evidence.

3

### GAIN TRUST WITH BUILT-IN DATA GUARDRAILS

Our LPR is designed for secure, responsible use with customized user permissions, usage audits, and limited data retention. Devices only capture vehicle data, not people, to mitigate bias and accelerate case clearance. Your agency owns 100% of the data, and we never sell it to third parties.

## Product and Services Description

| Flock Safety Platform Items | Product Description   |
|-----------------------------|---|
| Flock Safety Falcon ®       | An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes. |

| One-Time Fees                                       | Service Description  |
|---|--|
| Installation on existing infrastructure             | One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.       |
| Professional Services - Standard Implementation Fee | One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief. |
| Professional Services - Advanced Implementation Fee | One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.       |

## FlockOS Features & Description

### Package: Essentials

| FlockOS Features                               | Description  |
|--|--|
| Community Network Access                       | The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.   |
| Unlimited Users                                | Unlimited users for FlockOS  |
| State Network (License Plate Lookup Only)      | Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.  |
| Nationwide Network (License Plate Lookup Only) | With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations. |
| Law Enforcement Network Access                 | The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.   |
| Time & Location Based Search                   | Search full, partial, and temporary plates by time at particular device locations  |
| License Plate Lookup                           | Look up specific license plate location history captured on Flock devices  |
| Vehicle Fingerprint Search                     | Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.   |
| Insights & Analytics                           | Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.   |
| ESRI Based Map Interface                       | Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.   |
| Real-Time NCIC Alerts on Flock ALPR Cameras    | Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.  |
| Unlimited Custom Hot Lists                     | Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera   |

Town of Spruce Pine Financials  
Ending December 31st, 2023  
2nd Quarter  
FY 2023-2024



| <b>2023-2024 Budget Figures</b>                         |  |                    |                             |                |
|---|--|--------------------|-----------------------------|----------------|
|   |  | <u>2023-2024</u>   | <u>Y-T-D December 31st,</u> |                |
|   |  | <u>Budget</u>      | <u>2023</u>                 | <u>Percent</u> |
| <b>General Fund Revenue</b>                             |  |                    |                             |                |
| Levied Taxes and Penalties                              |  | \$1,532,500        | \$1,324,215                 | 86.4%          |
| Local Sales Tax   |  | \$750,000          | \$397,021                   | 52.9%          |
| Franchise Taxes   |  | \$285,000          | \$141,484                   | 49.6%          |
| Powell Bill   |  | \$80,000           | \$96,716                    | 120.9%         |
| Interest Earned   |  | \$128,397          | \$97,361                    | 75.8%          |
| Recreation Park Revenue                                 |  | \$26,000           | \$16,726                    | 64.3%          |
| Revolving Loan Repayments                               |  | \$7,500            | \$4,675                     | 62.3%          |
| Misc Income   |  | \$140,015          | \$75,709                    | 54.1%          |
| Grants  |  | \$0                | \$0                         |                |
| Fund Balance Appropriated                               |  | \$0                | \$0                         |                |
| <b>General Fund Revenue</b>                             |  | <b>\$2,949,412</b> | <b>\$2,158,041</b>          | <b>73.2%</b>   |
| <b>General Fund Expenditures</b>                        |  |                    |                             |                |
| Governing Body  |  | \$23,135           | \$10,805                    | 46.7%          |
| Total Administration & Finance                          |  | \$263,049          | \$152,394                   | 57.9%          |
| Cost of Elections                                       |  | \$2,500            | \$3,153                     | 0.0%           |
| Tax Collections Fees                                    |  | \$5,250            | \$2,310                     | 44.0%          |
| Economics   |  | \$164,150          | \$23,822                    | 14.5%          |
| Total Public Building & Facilities                      |  | \$115,028          | \$72,982                    | 63.4%          |
| Fire Department   |  | \$159,000          | \$4,959                     | 3.1%           |
| Building Inspections                                    |  | \$31,350           | \$6,602                     | 21.1%          |
| Police Department                                       |  | \$1,161,949        | \$541,734                   | 46.6%          |
| Public Works  |  | \$181,366          | \$36,499                    | 20.1%          |
| Powell Bill   |  | \$227,535          | \$195,840                   | 86.1%          |
| Sanitation  |  | \$88,950           | \$38,058                    | 42.8%          |
| Parks & Recreation                                      |  | \$290,002          | \$120,692                   | 41.6%          |
| Library   |  | \$140,439          | \$86,190                    | 61.4%          |
| Trac Grant  |  | \$5,000            | \$5,000                     | 100.0%         |
| Cemetery  |  | \$22,350           | \$11,280                    | 50.5%          |
| Contingency   |  | \$68,359           |                             |                |
| <b>Total General Fund Expenditures</b>                  |  | <b>\$2,949,412</b> | <b>\$1,312,319</b>          | <b>44.5%</b>   |
| <i>Excess (deficiency) of revenue over Expenditures</i> |  | \$0                | \$845,721                   |                |

Town of Spruce Pine Financials  
Ending December 31st, 2023  
2nd Quarter  
FY 2023-2024



|   | <u>2023-2024</u>   | <u>Y-T-D December 31st,</u> |                |
|---|--------------------|-----------------------------|----------------|
|   | <u>Budget</u>      | <u>2023</u>                 | <u>Percent</u> |
| <b>2023-2024 Budget Figures</b>                         |                    |                             |                |
| <b>Water &amp; Sewer Fund</b>                           |                    |                             |                |
| Charges for Water                                       | \$1,738,000        | \$929,394                   | 53%            |
| Charges for Sewer                                       | \$1,172,000        | \$649,154                   | 55%            |
| Water & Sewer Taps                                      | \$6,000            | \$5,008                     | 83%            |
| Water & Sewer Interest                                  | \$15,000           | \$4,091                     | 27%            |
| Misc Revenues   | \$101,500          | \$56,336                    | 56%            |
| Retained Earnings Appropriated                          | \$0                | \$0                         | 0%             |
| <b>Water &amp; Sewer Revenue</b>                        | <b>\$3,032,500</b> | <b>\$1,643,982</b>          | <b>54%</b>     |
| <b>Water &amp; Sewer Expenditures</b>                   |                    |                             |                |
| Water & Sewer Debt                                      | \$62,364           | \$5,630                     | 9%             |
| Water & Sewer Administration                            | \$1,302,928        | \$579,551                   | 44%            |
| Water Expense   | \$832,787          | \$451,690                   | 54%            |
| Sewer Expense   | \$729,108          | \$288,040                   | 40%            |
| Contingency   | \$105,313          |                             |                |
| <b>Water &amp; Sewer Expenditures</b>                   | <b>\$3,032,500</b> | <b>\$1,324,911</b>          | <b>44%</b>     |
| <i>Excess (deficiency) of revenue over Expenditures</i> | \$0                | \$319,070                   |                |

Town of Spruce Pine  
 Analysis of Current Year Tax Levy  
 12/31/23  
 excluding vehicle taxes

|  | Property<br>Valuation | Town-wide<br>Rate | Amount<br>of Levy   |
|--|-----------------------|-------------------|---------------------|
| Original levy:                         |                       |                   |                     |
| Real property                          | 56,303,670            | \$0.46            |                     |
| Building property                      | 261,475,900           |                   |                     |
| Personal property                      | 64,964,319            |                   |                     |
| Public service companies               | 16,347,676            |                   |                     |
| Penalties                              |                       |                   |                     |
| Exemptions                             | 82,860,185            |                   |                     |
|  | <u>316,231,380</u>    |                   | <u>1,454,664.35</u> |
| <br>Discoveries:                       |                       |                   |                     |
| Current year taxes                     | 44,689                |                   | 205.57              |
| <i>Rounding</i>                        |                       |                   |                     |
| Prior year taxes                       | <u>232,774</u>        |                   | <u>1,122.43</u>     |
|  | <u>277,463</u>        |                   | <u>1,328.00</u>     |
| <br>Abatements                         |                       |                   |                     |
| Min Bill                               | 32,704                |                   | 150.44              |
| Rounding                               |                       |                   | 0.07                |
| Releases (Curr)                        | 3,559                 |                   | 16.37               |
| Releases (Prior)                       |                       |                   |                     |
| Total property valuation               | <u>316,243,365</u>    |                   |                     |
| <br>Net levy                           |                       |                   | <u>1,454,703.18</u> |
| <br>Uncollected taxes at               |                       |                   | <u>227,849.13</u>   |
| <br>Current year's taxes collected     |                       |                   | <u>1,226,854.05</u> |
| <br>Current levy collection percentage |                       |                   | <u>84.3%</u>        |



Town of Spruce Pine Financials  
Ending January 31st, 2024  
3rd Quarter  
FY 2023-2024



| <b>2023-2024 Budget Figures</b>                         |                    |                            |                |  |
|---|--------------------|----------------------------|----------------|--|
|   | <u>2023-2024</u>   | <u>Y-T-D January 31st,</u> |                |  |
|   | <u>Budget</u>      | <u>2024</u>                | <u>Percent</u> |  |
| <b>General Fund Revenue</b>                             |                    |                            |                |  |
| Levied Taxes and Penalties                              | \$1,532,500        | \$1,482,138                | 96.7%          |  |
| Local Sales Tax   | \$750,000          | \$461,507                  | 61.5%          |  |
| Franchise Taxes   | \$285,000          | \$141,484                  | 49.6%          |  |
| Powell Bill   | \$80,000           | \$96,716                   | 120.9%         |  |
| Interest Earned   | \$128,397          | \$125,722                  | 97.9%          |  |
| Recreation Park Revenue                                 | \$26,000           | \$16,726                   | 64.3%          |  |
| Revolving Loan Repayments                               | \$7,500            | \$5,500                    | 73.3%          |  |
| Misc Income   | \$140,015          | \$81,472                   | 58.2%          |  |
| Grants  | \$0                | \$1,495                    |                |  |
| Fund Balance Appropriated                               | \$0                | \$0                        |                |  |
| <b>General Fund Revenue</b>                             | <b>\$2,949,412</b> | <b>\$2,416,895</b>         | <b>81.9%</b>   |  |
| <b>General Fund Expenditures</b>                        |                    |                            |                |  |
| Governing Body  | \$23,135           | \$12,582                   | 54.4%          |  |
| Total Administration & Finance                          | \$263,049          | \$179,508                  | 68.2%          |  |
| Cost of Elections                                       | \$2,500            | \$3,153                    | 0.0%           |  |
| Tax Collections Fees                                    | \$5,250            | \$2,656                    | 50.6%          |  |
| Economics   | \$164,150          | \$31,084                   | 18.9%          |  |
| Total Public Building & Facilities                      | \$115,028          | \$73,973                   | 64.3%          |  |
| Fire Department   | \$159,000          | \$136,385                  | 85.8%          |  |
| Building Inspections                                    | \$31,350           | \$13,204                   | 42.1%          |  |
| Police Department                                       | \$1,161,949        | \$644,251                  | 55.4%          |  |
| Public Works  | \$181,366          | \$99,548                   | 54.9%          |  |
| Powell Bill   | \$227,535          | \$198,016                  | 87.0%          |  |
| Sanitation  | \$88,950           | \$45,750                   | 51.4%          |  |
| Parks & Recreation                                      | \$290,002          | \$134,997                  | 46.6%          |  |
| Library   | \$140,439          | \$86,190                   | 61.4%          |  |
| Trac Grant  | \$5,000            | \$5,000                    | 100.0%         |  |
| Cemetery  | \$22,350           | \$11,280                   | 50.5%          |  |
| Contingency   | \$68,359           |                            |                |  |
| <b>Total General Fund Expenditures</b>                  | <b>\$2,949,412</b> | <b>\$1,677,575</b>         | <b>56.9%</b>   |  |
| <i>Excess (deficiency) of revenue over Expenditures</i> | <b>\$0</b>         | <b>\$739,319</b>           |                |  |

Town of Spruce Pine Financials  
Ending January 31st, 2024  
3rd Quarter  
FY 2023-2024



|   | <u>2023-2024</u><br><u>Budget</u> | <u>Y-T-D January 31st,</u><br><u>2024</u> | <u>Percent</u> |
|---|-----------------------------------|---|----------------|
| <b><u>2023-2024 Budget Figures</u></b>                  |                                   |   |                |
| <b><u>Water &amp; Sewer Fund</u></b>                    |                                   |   |                |
| Charges for Water                                       | \$1,738,000                       | \$1,140,956                               | 66%            |
| Charges for Sewer                                       | \$1,172,000                       | \$778,745                                 | 66%            |
| Water & Sewer Taps                                      | \$6,000                           | \$5,008                                   | 83%            |
| Water & Sewer Interest                                  | \$15,000                          | \$4,091                                   | 27%            |
| Misc Revenues   | \$101,500                         | \$63,675                                  | 63%            |
| Retained Earnings Appropriated                          | \$0                               | \$0                                       | 0%             |
| <b>Water &amp; Sewer Revenue</b>                        | <b>\$3,032,500</b>                | <b>\$1,992,474</b>                        | <b>66%</b>     |
| <b><i>Water &amp; Sewer Expenditures</i></b>            |                                   |   |                |
| Water & Sewer Debt                                      | \$62,364                          | \$5,630                                   | 9%             |
| Water & Sewer Administration                            | \$1,302,928                       | \$681,974                                 | 52%            |
| Water Expense   | \$832,787                         | \$531,643                                 | 64%            |
| Sewer Expense   | \$729,108                         | \$333,854                                 | 46%            |
| Contingency   | \$105,313                         |   |                |
| <b>Water &amp; Sewer Expenditures</b>                   | <b>\$3,032,500</b>                | <b>\$1,553,101</b>                        | <b>51%</b>     |
| <i>Excess (deficiency) of revenue over Expenditures</i> | <b>\$0</b>                        | <b>\$439,373</b>                          |                |

Town of Spruce Pine  
 Analysis of Current Year Tax Levy  
 01/31/24  
 excluding vehicle taxes

|  | Property<br>Valuation | Town-wide<br>Rate | Amount<br>of Levy          |
|--|-----------------------|-------------------|----------------------------|
| Original levy:                         |                       |                   |                            |
| Real property                          | 56,303,670            | \$0.46            |                            |
| Building property                      | 261,475,900           |                   |                            |
| Personal property                      | 64,964,319            |                   |                            |
| Public service companies               | 16,347,676            |                   |                            |
| Penalties                              |                       |                   |                            |
| Exemptions                             | 82,860,185            |                   |                            |
|  | <u>316,231,380</u>    |                   | <u>1,454,664.35</u>        |
| <br>Discoveries:                       |                       |                   |                            |
| Current year taxes                     | 44,689                |                   | 205.57                     |
| <i>Rounding</i>                        |                       |                   |                            |
| Prior year taxes                       | <u>232,774</u>        |                   | <u>1,122.43</u>            |
|  | <u>277,463</u>        |                   | <u>1,328.00</u>            |
| <br>Abatements                         |                       |                   |                            |
| Min Bill                               | 32,704                |                   | 150.44                     |
| Rounding                               |                       |                   | 0.07                       |
| Releases (Curr)                        | 3,559                 |                   | 16.37                      |
| Releases (Prior)                       |                       |                   |                            |
| Total property valuation               | <u>316,243,365</u>    |                   |                            |
| <br>Net levy                           |                       |                   | <u><b>1,454,703.18</b></u> |
| <br>Uncollected taxes at               |                       |                   | <u>82,917.44</u>           |
| <br>Current year's taxes collected     |                       |                   | <u><u>1,371,785.74</u></u> |
| <br>Current levy collection percentage |                       |                   | <u><u>94.3%</u></u>        |

**SPRUCE PINE  
ABC BOARD  
FINANCIAL  
STATEMENTS  
DECEMBER  
31, 2023**

2:16 PM

01/08/24

Accrual Basis

# Spruce Pine ABC Board

## Profit & Loss

December 2023

|                                 | Dec 23                 |
|---------------------------------|------------------------|
| <b>Income</b>                   |                        |
| Interest Income                 | 2,357.54               |
| Liquor Sales - Store #1         | 205,513.11             |
| Wine/Mixer Sales - Store #1     | 730.82                 |
| <b>Total Income</b>             | <u>208,601.47</u>      |
| <b>Cost of Goods Sold</b>       |                        |
| Cost of Liquor - Store #1       | 113,525.01             |
| Cost of Wine/Mixers - Store #1  | 322.82                 |
| <b>Total COGS</b>               | <u>113,847.83</u>      |
| <b>Gross Profit</b>             | <u>94,753.64</u>       |
| <b>Expense</b>                  |                        |
| Alcohol Rehab & Education Payab | 11,134.84              |
| Ballment Charge                 | 1,089.00               |
| Bank Credit Card Fee            | 2,427.04               |
| Depreciation                    | 1,040.01               |
| Excise Tax                      | 46,259.00              |
| Garbage Removal                 | 40.00                  |
| Insurance-Employee              | 377.30                 |
| Mixed Beverage Tax (DOHR)       | 64.13                  |
| Payroll Taxes                   | 3,116.49               |
| Professional Services           | 700.00                 |
| Repairs & Maintenance-Bldg      | 215.00                 |
| Salaries & Wages                | 19,151.48              |
| Supplies                        | 1,388.16               |
| Surcharge Fee                   | 481.85                 |
| Telephone                       | 177.96                 |
| Travel                          | 92.50                  |
| Utilities                       |                        |
| Heat, Lights, Water             | 773.09                 |
| <b>Total Utilities</b>          | <u>773.09</u>          |
| <b>Total Expense</b>            | <u>88,527.85</u>       |
| <b>Net Income</b>               | <u><u>6,225.79</u></u> |

**Spruce Pine ABC Board**  
**Profit & Loss YTD Comparison**  
**December 2023**

|                                 | Dec 23            | Jul - Dec 23        |
|---------------------------------|-------------------|---------------------|
| <b>Income</b>                   |                   |                     |
| Interest Income                 | 2,357.54          | 2,357.54            |
| Liquor Sales - Store #1         | 205,513.11        | 1,129,668.98        |
| Wine/Mixer Sales - Store #1     | 730.82            | 4,116.98            |
| <b>Total Income</b>             | <b>208,601.47</b> | <b>1,136,141.50</b> |
| <b>Cost of Goods Sold</b>       |                   |                     |
| Cost of Liquor - Store #1       | 113,525.01        | 523,005.28          |
| Cost of Wine/Mixers - Store #1  | 322.82            | 2,520.40            |
| <b>Total COGS</b>               | <b>113,847.83</b> | <b>525,525.68</b>   |
| <b>Gross Profit</b>             | <b>94,753.64</b>  | <b>610,615.82</b>   |
| <b>Expense</b>                  |                   |                     |
| Advertising                     | 0.00              | 360.00              |
| Alcohol Rehab & Education Payab | 11,134.84         | 13,511.40           |
| Ballment Charge                 | 1,089.00          | 13,170.75           |
| Bank Credit Card Fee            | 2,427.04          | 15,684.78           |
| Depreciation                    | 1,040.01          | 6,240.06            |
| Excise Tax                      | 46,259.00         | 257,251.00          |
| Garbage Removal                 | 40.00             | 240.00              |
| Insurance-Employee              | 377.30            | 3,923.94            |
| Insurance-General               | 0.00              | 5,312.00            |
| Mixed Beverage Tax (DOHR)       | 64.13             | 906.85              |
| Office Supplies                 | 0.00              | 110.92              |
| Payroll Taxes                   | 3,116.49          | 9,329.75            |
| Postage                         | 0.00              | 132.00              |
| Professional Services           | 700.00            | 9,700.00            |
| Repairs & Maintenance-Bldg      | 215.00            | 34,628.09           |
| Salaries & Wages                | 19,151.48         | 88,233.65           |
| Supplies                        | 1,388.16          | 6,422.58            |
| Surcharge Fee                   | 481.85            | 5,211.22            |
| Telephone                       | 177.96            | 1,067.76            |
| Travel                          | 92.50             | 930.01              |
| Utilities                       |                   |                     |
| Heat, Lights, Water             | 773.09            | 3,940.48            |
| <b>Total Utilities</b>          | <b>773.09</b>     | <b>3,940.48</b>     |
| <b>Total Expense</b>            | <b>88,527.85</b>  | <b>476,317.24</b>   |
| <b>Net Income</b>               | <b>6,225.79</b>   | <b>134,298.58</b>   |

**MONTHLY REPORT**  
OF THE  
**WATER AND WASTEWATER FACILITIES**  
**SPRUCE PINE, NORTH CAROLINA**



**PREPARED  
FOR THE  
TOWN OF SPRUCE PINE**

**REPORTING MONTH  
JANUARY 2024**



## JANUARY 2024 MONTHLY REPORT

SPRUCE PINE WATER/WASTE PLANTS

OPERATED BY VEOLIA NORTH AMERICA

### WATER SYSTEM

The water plant, pump stations, and both wells operated in full compliance with all State and Federal rules for the month. The Water Plant collected six (6) bacteriological samples from the distribution system and all were clear.

01/02/24-KDT did quarterly calibrations on all equipment at both plants.

01/11/24- Custom Controls upgraded SCADA communications at the well house.

01/16/24-Water plant staff added 30 bags of media to number three filter.

01/17/24-Gutters cleaned out at the water plant.

All and all, it was a very good month at the water plant.

### CAPITAL PROJECTS

- All capital projects on the water side have been completed.

### PRODUCTION

|             | PRODUCTION MG | AVG GAL/DAY PRODUCTION MG | GALLONS USED TO BACKWASH FILTERS |
|-------------|---------------|---------------------------|----------------------------------|
| Water Plant | <b>35.24</b>  | <b>1.14</b>               | <b>940000</b>                    |
| Wells       | <b>5.1</b>    |                           |                                  |

|              | WATER TURBIDITY |
|--------------|-----------------|
| Raw NTU      | <b>2.4</b>      |
| Finished NTU | <b>.03</b>      |
| Fed. Limit   | <b>.3</b>       |

| EFFLUENT CHLORINE RESIDUAL |
|----------------------------|
| <b>1.36</b>                |

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777

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[www.veolianothamerica.com](http://www.veolianothamerica.com)





## WASTEWATER

The wastewater plant and lift stations operated in full compliance with all State and Federal rules and regulations for the month. We sent 6 loads of solids to the landfill.

01/12/24-Gerald Glenn installed a new engine block heater on the waste plant generator. It had never been replaced.

All and all, it was a very good month at the waste plant.

## CAPITAL PROJECTS

All capital projects are complete except for maintenance pump station upgrade.

## ANALYSES

|     | INF AVG MG/L | EFF AVG MG/L | % REMOVAL |
|-----|--------------|--------------|-----------|
| BOD | 157.0        | 3.02         | 98%       |
| TSS | 156.0        | 6.0          | 98%       |

## OTHER CONSIDERATIONS

We changed locations for our septic haulers to dump and it seems to be helping our problems at the carters ridge lift station.

Respectfully Submitted,

Donnie Staton  
Project Manager  
Veolia North America

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Fax +1 828 765 3013

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95 CLEARWATER LANE  
SPRUCE PINE, NC 28777

TELEPHONE (828) 766-3011  
FAX: (828) 766-3013  
EMAIL - donnie.staton@veolia.com

# MONTHLY REPORT

OF THE

## WATER AND WASTEWATER FACILITIES

### SPRUCE PINE, NORTH CAROLINA



PREPARED  
FOR THE  
**TOWN OF SPRUCE PINE**

REPORTING MONTH  
DECEMBER 2023



## DECEMBER 2023 MONTHLY REPORT

SPRUCE PINE WATER/WASTE PLANTS

OPERATED BY VEOLIA NORTH AMERICA

### WATER SYSTEM

The water plant, pump stations, and both wells operated in full compliance with all State and Federal rules for the month. The Water Plant collected six (6) bacteriological samples from the distribution system and all were clear.

12/06/23- Gerald Glenn installed a VFD on well # 2 to compensate for the reduced flow. Both wells are producing around 140 GPM each. In recent years, both wells combined yielded around 450 GPM. Something has changed.

12/06/23- One of our North Toe River raw water pumps failed. Since this pump had already been rebuilt once in February of 2012, we opted to replace it with a new pump. SW Services has the PO# with a completion date late January 2024.

12/07/23 SW Services came and verified flow on our Summit Avenue water booster pump. They used a portable flow meter since the one at the station is out of service. I will be budgeting for a new flow meter in 2024. The pump is moving 235 GPM to the cemetery tank.

12/11/23- Lightning took out level transmitting equipment at Overlook storage tank. CCU repaired.

12/20/23- Caught and shipped PFAS samples from the water plant per EPA requirements .

12/20/23- State inspection at the water plant. All is well. She will be sending out a full report.

12/23/23 Beaver Creek Reservoir is full and overflowing.

### CAPITAL PROJECTS

All capital projects on the water side have been completed.

### PRODUCTION

|             | PRODUCTION MG | AVE GAL/DAY<br>PRODUCTION MG | GALLONS USED TO<br>BACKWASH FILTERS |
|-------------|---------------|------------------------------|-------------------------------------|
| Water Plant | 35.0          | 1.13                         | 90000                               |
| Wells       | 8             |                              |                                     |

WATER TURBIDITY

EFFLUENT CHLORINE RESIDUAL

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|              |      |
|--------------|------|
| Raw NTU      | 2.39 |
| Finished NTU | .03  |
| Fed. Limit   | .3   |

|      |
|------|
| 1.59 |
|------|

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## WASTEWATER

The wastewater plant and lift stations operated in full compliance with all State and Federal rules and regulations for the month. We sent 2 loads of solids to the landfill.

Pulled and cleaned both Carters Ridge sewage pumps four times in the month of December. As of 12/28/23, we have moved our septic haulers to a different dump site to maybe reduce pump clogging at the Carters Ridge pump station.

Ordered new generator disconnect switch for the waste plant. 15 week lead time.

## CAPITAL PROJECTS

SW Services has the PO# for the maintenance lift station upgrade. No start date as of yet. Engineering firm is still working on the Carters Ridge bar screen design and install.

## ANALYSES

|     | INF AVG MG/L | EFF AVG MG/L | % REMOVAL |
|-----|--------------|--------------|-----------|
| BOD | 197.3        | 2.75         | 99%       |
| TSS | 170.6        | 7.0          | 98%       |

## OTHER CONSIDERATIONS

Our new hires passed their Grade 2 wastewater exams.

Respectfully Submitted,

Donnie Staton  
Project Manager  
Veolia North America

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777  
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## Town of Spruce Pine – Public Works Report for Jan 2024

### Work Order Summary

85 - water work orders which included: Turn off and lock – Unlock and turn on – meter changes – meter checks – re-reads and thawing frozen meters

8 – Water leak repairs

12 – Sewer related calls

2050 – LF Sewer Line jetted and cleaned

7 – White goods and cardboard

10 – Brush and leaves

43 – Locates

2 – Salt and sand roads

18 – Street and storm drain related calls

11 – After hours call backs

Mics: Moved a fire hydrant for the Quartz plant – Washed and cleaned 3 vehicles – Insulated a number of meter boxes – Installed 6 new water taps – New Public Works vehicle was put into service.

Anthony Hensley  
Public Works Director

## TOWN OF SPRUCE PINE

| Account No.<br>Format Description | Customer Name                                       | Service Address<br>Work Order # | Entry Date | Is Open ? |
|-----------------------------------|---|---------------------------------|------------|-----------|
| 001-0000300-2<br>Street           | TIMBERLINE  | 153 OAK AVE<br>26437            | 02/12/2024 | True      |
| 001-0003100-1<br>WATER            | LANDURA SPRUCE PINE ,LLC DBA<br>DEERPARK APARTMENTS | 18 DEER PARK LOOP<br>26369      | 01/29/2024 | True      |
| 001-0019550-1<br>WATER            | CAROLYN ADKINS                                      | 822 RIDGE ROAD<br>26395         | 02/01/2024 | True      |
| 001-0040300-3<br>LEAVES           | RENE A AND JERRY SCHIFFHAUER                        | 123 HILL STREET<br>26367        | 01/29/2024 | True      |
| 001-0049750-1<br>Street           | ALTAPASS BAPTIST CHURCH                             | 125 OAKLAND AVE<br>26409        | 02/05/2024 | True      |
| 001-0054000-2<br>WATER            | STANLEY BUCHANAN                                    | 481 ALTAPASS HWY<br>26363       | 01/26/2024 | True      |
| 001-0057400-3<br>Street           | JACQUELERIE R ROBERTSON                             | 651 OVERLOOK DR APT A<br>26401  | 02/02/2024 | True      |
| 001-0102800-1<br>LEAVES           | JAMES CARPENTER JR                                  | 507 OAK AVE<br>26423            | 02/07/2024 | True      |
| 001-0102900-2<br>BRUSH            | ROY JONES   | 489 OAK AVE UNIT A<br>26389     | 02/01/2024 | True      |
| 002-0004300-2<br>WATER            | JOHN H CAMPBELL AND VIRGINIA<br>F DOWNS             | 75 HEMLOCK AVE<br>26442         | 02/12/2024 | True      |
| 002-0005300-1<br>Street           | DR BARBARA STAGG                                    | 533 ENGLISH RD<br>26430         | 02/08/2024 | True      |
| 002-0010400-1<br>WHITE GOODS      | MICHAEL NUTTER                                      | 200 CREED PITTMAN RD<br>26444   | 02/12/2024 | True      |
| 002-0028200-1<br>Street           | CURTIS & TESSA TAYLOR                               | 712 GREENWOOD RD<br>26418       | 02/06/2024 | True      |
| 002-0030910-1<br>WATER            | TOWN OF SPRUCE PINE                                 | 305 TAPPEN STREET<br>26348      | 01/23/2024 | True      |
| 002-0034400-1<br>WATER            | JIMMY SPARKS  | 267 HILLTOP LN<br>26411         | 02/05/2024 | True      |
| 002-0045500-2<br>Street           | DOROTHY A PARKER                                    | 31 GRANT CT<br>26353            | 01/24/2024 | True      |
| 002-0073600-2<br>WATER            | JO ELLEN INMAN-PUCKETT                              | 31 SWISS PINE CT<br>26335       | 01/19/2024 | True      |
| 002-0097900-2<br>WATER            | REV. WANDA H. HUNT                                  | 85 GALAX TRAIL<br>26390         | 02/01/2024 | True      |
| 003-0079900-3<br>Sewer            | OLIVIA BRAY   | 127 PHILLIPS LN<br>26416        | 02/06/2024 | True      |

Total Open Work Orders:

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## TOWN OF SPRUCE PINE

| Account No.<br>Format Description | Customer Name                                       | Service Address<br>Work Order #      | Entry Date | Is Open ? |
|-----------------------------------|---|--------------------------------------|------------|-----------|
| 001-0000300-2<br>WATER            | TIMBERLINE  | 153 OAK AVE<br>26312                 | 01/16/2024 | False     |
| 001-0000700-1<br>WATER            | MOUNTAIN STAR, LLC                                  | 6187 NINETEEN E HWY<br>26435         | 02/09/2024 | False     |
| 001-0000701-1<br>WATER            | MIGUEL TURJA  | 21 RESERVOIR RD<br>26412             | 02/05/2024 | False     |
| 001-0003100-1<br>WATER            | LANDURA SPRUCE PINE ,LLC DBA<br>DEERPARK APARTMENTS | 18 DEER PARK LOOP<br>26343           | 01/22/2024 | False     |
| 001-0004500-12<br>WATER           | EMILY WILSON  | 54 DEER PARK LOOP D-2<br>26323       | 01/17/2024 | False     |
| 001-0005200-8<br>WATER            | MELANIE AND SEAN DREW                               | 64 DEER PARK LOOP E-5<br>26388       | 02/01/2024 | False     |
| 001-0007300-12<br>WATER           | ARTURO ANGEL  | 50 WAGONMASTER #4(NEW#17)<br>26358   | 01/24/2024 | False     |
| 001-0009100-3<br>WATER            | PORFIRIO OCHOA                                      | 109 WAGONMASTER #2(NEW #32)<br>26440 | 02/12/2024 | False     |
| 001-0013900-1<br>WATER            | CAROL HUSTED  | 96 FOREST FISHER RD<br>26331         | 01/18/2024 | False     |
| 001-0015600-1<br>WATER            | BILL PROFITT  | 37 SUNSHINE SCHOOL RD<br>26441       | 02/12/2024 | False     |
| 001-0015700-4<br>WATER            | COURTNEY KEMP                                       | 52 STONEWOOD DR<br>26357             | 01/24/2024 | False     |
| 001-0015800-4<br>WATER            | BILLY GARNER  | 44 STONEWOOD DR<br>26356             | 01/24/2024 | False     |
| 001-0015800-4<br>WATER            | BILLY GARNER  | 44 STONEWOOD DR<br>26352             | 01/24/2024 | False     |
| 001-0015800-4<br>WATER            | BILLY GARNER  | 44 STONEWOOD DR<br>26322             | 01/17/2024 | False     |
| 001-0023500-1<br>WATER            | ARLENE HUSKINS                                      | 36 RIDGE RD<br>26382                 | 01/30/2024 | False     |
| 001-0030900-1<br>WATER            | RONALD STATON                                       | 36 SUNSHINE DR<br>26321              | 01/17/2024 | False     |
| 001-0035500-1<br>WATER            | WESLEY LOVEN  | 30 CARDINAL LN<br>26339              | 01/22/2024 | False     |
| 001-0035900-6<br>WATER            | HEATHER MCFEE                                       | 777 CABIN RD<br>26328                | 01/18/2024 | False     |
| 001-0035900-6<br>WATER            | HEATHER MCFEE                                       | 777 CABIN RD<br>26333                | 01/18/2024 | False     |
| 001-0039800-3<br>WATER            | RANDY MCCLELLAN                                     | 95 KIM THICKETS<br>26345             | 01/23/2024 | False     |
| 001-0039800-3<br>WATER            | RANDY MCCLELLAN                                     | 95 KIM THICKETS<br>26334             | 01/19/2024 | False     |
| 001-0040300-3                     | RENE A AND JERRY SCHIFFHAUER                        | 123 HILL STREET                      |            |           |



## TOWN OF SPRUCE PINE

| Account No.<br>Format Description | Customer Name                   | Service Address<br>Work Order # | Entry Date | Is Open ? |
|-----------------------------------|---------------------------------|---------------------------------|------------|-----------|
| BRUSH                             |                                 | 26366                           | 01/29/2024 | False     |
| 001-0048200-6<br>WATER            | CAROLINE SHARRITS               | 1154 ALTAPASS HWY<br>26317      | 01/17/2024 | False     |
| 001-0049750-1<br>WATER            | ALTAPASS BAPTIST CHURCH         | 125 OAKLAND AVE<br>26408        | 02/05/2024 | False     |
| 001-0051100-3<br>WATER            | JACOB & ROXANNA DALE            | 100 HICKEY ST<br>26315          | 01/16/2024 | False     |
| 001-0051600-3<br>WATER            | CRISTINA GUARDIAN HERNANDEZ     | 7 HICKEY ST<br>26439            | 02/12/2024 | False     |
| 001-0052700-1<br>BRUSH            | LARRY OLLIS                     | 610 ALTAPASS HWY<br>26406       | 02/05/2024 | False     |
| 001-0054500-1<br>WATER            | HOSPITAL DRIVE PHARMACY         | 409 ALTAPASS HWY<br>26400       | 02/02/2024 | False     |
| 001-0062600-2<br>Sewer            | FLORENCE GRANT                  | 272 WALNUT AVE<br>26380         | 01/30/2024 | False     |
| 001-0062600-2<br>Street           | FLORENCE GRANT                  | 272 WALNUT AVE<br>26381         | 01/30/2024 | False     |
| 001-0065500-2<br>Street           | SPHA                            | 11 FAIRGROUND ST<br>26438       | 02/12/2024 | False     |
| 001-0071800-1<br>BRUSH            | MICHAEL R NASH                  | 201 PINE AVE<br>26405           | 02/05/2024 | False     |
| 001-0074500-3<br>WATER            | RONNIE AND SONDR A STEWART      | 17 OPAL ST<br>26426             | 02/07/2024 | False     |
| 001-0075200-2<br>WATER            | PAIGE ELIZABETH POWELL          | 36 WALNUT AVE<br>26373          | 01/29/2024 | False     |
| 001-0077800-7<br>WATER            | CLAUDIA PILE VELAZQUEZ          | 135 FORTNER DR<br>26349         | 01/23/2024 | False     |
| 001-0077800-7<br>WATER            | CLAUDIA PILE VELAZQUEZ          | 135 FORTNER DR<br>26350         | 01/23/2024 | False     |
| 001-0078000-4<br>OTHER            | RYAN STEINAUER                  | 79 FORTNER DR<br>26314          | 01/16/2024 | False     |
| 001-0078000-4<br>WHITE GOODS      | RYAN STEINAUER                  | 79 FORTNER DR<br>26414          | 02/05/2024 | False     |
| 001-0098300-1<br>WATER            | MITCHELL COUNTY<br>DEVELOPEMENT | 266 OAK AVE<br>26325            | 01/17/2024 | False     |
| 001-0098300-1<br>WATER            | MITCHELL COUNTY<br>DEVELOPEMENT | 266 OAK AVE<br>26342            | 01/22/2024 | False     |
| 001-0099200-1<br>WATER            | DANCING LEAF MOUNTAIN INC       | 198 OAK AVE<br>26398            | 02/02/2024 | False     |
| 001-0100900-6<br>WATER            | JENNIFER HAGOOD                 | 297 OAK AVE<br>26326            | 01/18/2024 | False     |
| 001-0103400-1                     | HABITAT FOR HUMANITY            | 563 OAK AVE                     |            |           |

## TOWN OF SPRUCE PINE

| Account No.<br>Format Description | Customer Name         | Service Address<br>Work Order # | Entry Date | Is Open ? |
|-----------------------------------|-----------------------|---------------------------------|------------|-----------|
| Sewer                             |                       | 26420                           | 02/06/2024 | False     |
| 001-0106300-1<br>WATER            | MIKE BUCHANAN         | 1161 OAK AVE<br>26336           | 01/19/2024 | False     |
| 001-0108000-1<br>WATER            | EDDIE STAMEY          | 115 BUCHANAN ST<br>26385        | 01/31/2024 | False     |
| 001-0109400-1<br>WATER            | RACHEL WHEELER        | 220 RESERVOIR RD<br>26424       | 02/07/2024 | False     |
| 001-0109400-1<br>Sewer            | RACHEL WHEELER        | 220 RESERVOIR RD<br>26375       | 01/29/2024 | False     |
| 001-0113600-4<br>WATER            | YOALI TOMAS GUTIERREZ | 583 BEAVER CK RD I-1<br>26344   | 01/22/2024 | False     |
| 001-0113850-2<br>Sewer            | JANET B WISEMAN       | 646 BEAVER CREEK RD<br>26347    | 01/23/2024 | False     |
| 001-0118500-1<br>WATER            | R L HOILMAN           | 133 HILLSIDE DR<br>26340        | 01/22/2024 | False     |
| 001-0118700-4<br>WATER            | DOROTHY G. SPARKS     | 56 PITTMAN HILL RD<br>26341     | 01/22/2024 | False     |
| 001-0122500-1<br>WATER            | EDDIE BELL            | 156 GEORGE GAP RD<br>26354      | 01/24/2024 | False     |
| 001-0122500-1<br>WATER            | EDDIE BELL            | 156 GEORGE GAP RD<br>26370      | 01/29/2024 | False     |
| 001-0122900-1<br>Sewer            | MRS RALPH HUGHES      | 78 PATTY LN<br>26351            | 01/24/2024 | False     |
| 002-0005000-5<br>WATER            | HAROLD L DORSEY       | 383 ENGLISH RD<br>26396         | 02/01/2024 | False     |
| 002-0007700-1<br>Sewer            | INGLES INC #33        | 125 GREENWOOD RD<br>26378       | 01/30/2024 | False     |
| 002-0008900-1<br>WATER            | CHRIS PITMAN          | 151 MOUNTAIN VEIW DR<br>26429   | 02/08/2024 | False     |
| 002-0009800-1<br>WATER            | REBECCA SPEAR         | 291 CREED PITTMAN RD<br>26434   | 02/09/2024 | False     |
| 002-0010600-1<br>WHITE GOODS      | CAROLYN STEWART       | 142 CREED PITTMAN RD<br>26425   | 02/07/2024 | False     |
| 002-0018800-1<br>WATER            | VICKIE ELLIOTT        | 177 BAILEY ST<br>26377          | 01/30/2024 | False     |
| 002-0019900-2<br>WATER            | LEMON INN LLC         | 872 GREENWOOD RD<br>26397       | 02/01/2024 | False     |
| 002-0023500-2<br>WATER            | ED DUNCAN             | 84 HARRIS HEIGHTS RD<br>26387   | 02/01/2024 | False     |
| 002-0023600-1<br>WATER            | BARBARA HENLINE       | 136 HARRIS HEIGHTS RD<br>26393  | 02/01/2024 | False     |
| 002-0034200-3<br>BRUSH            | NICO PAVAN            | 186 HILLTOP LN<br>26329         | 01/18/2024 | False     |
| 002-0034200-3                     | NICO PAVAN            | 186 HILLTOP LN                  |            |           |

## TOWN OF SPRUCE PINE

| Account No.<br>Format Description | Customer Name             | Service Address<br>Work Order # | Entry Date | Is Open ? |
|-----------------------------------|---------------------------|---------------------------------|------------|-----------|
| WATER                             |                           | 26310                           | 01/16/2024 | False     |
| 002-0035300-7                     | JOHN CANTER               | 63 HIGHLAND AVE EXT             |            |           |
| WATER                             |                           | 26338                           | 01/22/2024 | False     |
| 002-0039900-6                     | TERESA MADRIGAL CHAVEZ    | 6 N DALE ST                     |            |           |
| WATER                             |                           | 26431                           | 02/08/2024 | False     |
| 002-0043000-1                     | JACKIE GOUGE              | 61 VALLEY RD                    |            |           |
| Sewer                             |                           | 26376                           | 01/30/2024 | False     |
| 002-0059600-1                     | KENNETH SUDDRETH          | 263 MCHONE RD                   |            |           |
| WATER                             |                           | 26383                           | 01/30/2024 | False     |
| 002-0060300-2                     | KELLY BENNETT             | 80 ANDREA CT                    |            |           |
| WATER                             |                           | 26355                           | 01/24/2024 | False     |
| 002-0060300-2                     | KELLY BENNETT             | 80 ANDREA CT                    |            |           |
| WATER                             |                           | 26346                           | 01/23/2024 | False     |
| 002-0062700-2                     | IRVIN BARKSDALE           | 48 COUNTRY CLUB WOODS DR APT D  |            |           |
| WATER                             |                           | 26319                           | 01/17/2024 | False     |
| 002-0062800-1                     | JANIE YELTON              | 48 COUNTRY CLUB WOODS DR APT B  |            |           |
| WATER                             |                           | 26316                           | 01/17/2024 | False     |
| 002-0067200-3                     | RANDALL HOLDER            | 185 FAIRWAY LN APT F            |            |           |
| WATER                             |                           | 26324                           | 01/17/2024 | False     |
| 002-0073300-1                     | VAN PHILLIPS              | 57 LAUREL LANE RD               |            |           |
| WATER                             |                           | 26330                           | 01/18/2024 | False     |
| 002-0087400-2                     | NELSON TURNER             | 109 RIDGECREST LN UNIT P        |            |           |
| WATER                             |                           | 26391                           | 02/01/2024 | False     |
| 002-0088800-3                     | GRASSY CREEK CONSTRUCTION | 76 MAJESTIC VIEW                |            |           |
| WATER                             |                           | 26410                           | 02/05/2024 | False     |
| 002-0090000-1                     | MITCHELL HOUSE            | 13681 HWY 226 SOUTH             |            |           |
| WATER                             |                           | 26320                           | 01/17/2024 | False     |
| 002-0095000-1                     | PAM SPARKS                | 77 CARTERS RIDGE RD             |            |           |
| WATER                             |                           | 26403                           | 02/05/2024 | False     |
| 002-0095800-2                     | MATTHEW TONEY             | 54 CLINE DR                     |            |           |
| WATER                             |                           | 26337                           | 01/22/2024 | False     |
| 002-0097500-1                     | DAVID BIDDIX              | 103 BROOKHAVEN DR               |            |           |
| WATER                             |                           | 26402                           | 02/02/2024 | False     |
| 002-0099300-1                     | LINDA PIPES               | 127 BROOKHAVEN DR               |            |           |
| Street                            |                           | 26361                           | 01/26/2024 | False     |
| 002-0104800-5                     | LINDA LEDFORD             | 24 BIDFIELD RIDGE RD            |            |           |
| WATER                             |                           | 26432                           | 02/08/2024 | False     |
| 002-0105875-1                     | EBENCONCEPTS              | 138 HIGHLAND AVE                |            |           |
| WATER                             |                           | 26394                           | 02/01/2024 | False     |
| 003-0017950-1                     | BRUCE MOORE               | 187 PHILLIPS LANE               |            |           |
| WATER                             |                           | 26327                           | 01/18/2024 | False     |
| 003-0079900-3                     | OLIVIA BRAY               | 127 PHILLIPS LN                 |            |           |
| Sewer                             |                           | 26364                           | 01/29/2024 | False     |
| 003-0080100-1                     | RICHARD CASH              | 165 PHILLIPS LN                 |            |           |

## TOWN OF SPRUCE PINE

| Account No.<br>Format Description | Customer Name                | Service Address<br>Work Order # | Entry Date | Is Open ? |
|-----------------------------------|------------------------------|---------------------------------|------------|-----------|
| WATER                             |                              | 26415                           | 02/05/2024 | False     |
| 003-0080500-1                     | TIM MOIR                     | 55 LYNN ST                      |            |           |
| WATER                             |                              | 26379                           | 01/30/2024 | False     |
| 003-0086300-1                     | BILL ARROWOOD                | 127 STAFFORD RD                 |            |           |
| WATER                             |                              | 26422                           | 02/07/2024 | False     |
| 003-0090500-5                     | MATTHEW GARLAND              | 209 SHANNON DR                  |            |           |
| WATER                             |                              | 26362                           | 01/26/2024 | False     |
| 003-0090500-6                     | EMILY BUCHANAN               | 209 SHANNON DR                  |            |           |
| WATER                             |                              | 26386                           | 01/31/2024 | False     |
| 003-0094200-2                     | AMBER WIPPEL                 | 1415 ROAN RD                    |            |           |
| WATER                             |                              | 26311                           | 01/16/2024 | False     |
| 003-0123530-1                     | J.J. GOUGE & SON OIL CO,INC. | 5201 HWY 226 SOUTH              |            |           |
| WATER                             |                              | 26407                           | 02/05/2024 | False     |
| 999-9999999-549                   | JONATHAN'S APPLIANCE REPAIR  | 139 ROAN RD                     |            |           |
| WATER                             |                              | 26371                           | 01/29/2024 | False     |
| GENERIC                           |                              | 67 BRITANY LN                   |            |           |
| WATER                             |                              | 26372                           | 01/29/2024 | False     |

Total Closed Work Orders: 95

Dear Council Members,

I hope this report finds you well. As we enter February, I'm excited to share the achievements and developments that have taken place at Spruce Pine Main Street. Here's an overview of our accomplishments this month:

**New Team Member:**

- We welcomed Katie Elkins to our team in a part-time position. She will be a huge part of expanding our media and marketing efforts.
- With her help, a new quarterly newsletter will be made to provide those interested with Main Street updates
- Also looking to create Facebook and website updates to better inform the public when and where Main Street meetings are happening and increase transparency

**Professional Development:**

- I continued training with North Carolina Main Street Center, this past workshop focusing on Promotions.
- I obtained CPR and AED certification provided by David Niven and the Spruce Pine Fire Department.
- Started the Non-Profit Fundamentals certificate program offered by Western North Carolina Nonprofit Pathways.

**Events and Workplans:**

- The event calendar for the summer and fall is in the works and is expected to be finalized by the end of February, pending responses from potential partners.
- The goal with this year's event calendar is to have something happening downtown every weekend from May to November.
- The committees have begun creating our work plans for 2024, also to be finished this month. We have three areas of focus: Arts, Third Place, and Outdoor Recreation.
- We've been approached by the Hilloween event organizers to collaborate on a Halloween parade.
- I will be attending the Penland School of Craft's open house on February 24, which includes a community leaders' social.

