Board of Commissioners Regular Meeting Minutes
October 6, 2026, at 6:30 PM
City Hall

1. **Call to Order**
   Mayor Winecoff called the meeting to order at 6:30 p.m.

   Attendance:
   Mayor Jeff Winecoff
   Commissioner Kim Sherwood
   Commissioner Todd Ausborn
   Commissioner Teagan Hall
   City Manager Matthew Kirkland
   Police Chief Kevin Smith
   Parks and Rec. Director Sara Goodwin
   Stormwater Engineer Jim Stachura
   Tanya Shannon, City Clerk

2. **The Pledge of Allegiance was recited.**

3. **Approval of the Agenda**
   Commissioner Hall moved to approve the agenda as presented, and Commissioner Sherwood seconded. Vote ***4-0; motion carried.***

4. **Potential Conflict of Interest/Association Disclosure**
   No BOC member indicated any conflict or association with any item on this evening's agenda.

5. **Appointment of Interim Commissioner to the Board to fill an unexpired term.**

   Mayor Winecoff opened discussion on appointing an interim commissioner to fill the unexpired term left vacant by Mayor Pro Tem Lovin's resignation. He noted at the outset that Michael Ellis, one of the applicants listed on the agenda, had reportedly moved away from Boiling Spring Lakes and was therefore removed from consideration.

   Rather than making an appointment at this meeting, the Board agreed to a public candidate forum process so residents could hear from the candidates before making a final appointment at the November meeting. Under this process, each board member nominated one candidate to participate in the forum. The following four candidates were nominated:

   Commissioner Hall's nomination: David Mammay
   Commissioner Ausborn's nomination: William Clark
   Commissioner Sherwood's nomination: Annette Flanders
   Mayor Winecoff's nomination: Ernie Siriani

The candidate forum will be held at the October 22nd public meeting at City Hall, broadcast live on Facebook, and structured similarly to a regular candidate forum, with commissioners submitting questions and each candidate given time to speak.

Commissioner Ausborn moved to table the appointment and proceed with the candidate forum process, and Commissioner Hall seconded. ***Vote 4-0; Motion carried.***

6. Appointment of Mayor Pro Tempore

The Board briefly discussed whether to defer the appointment of Mayor Pro Tempore until the Board is at full membership. After brief discussion, the Board elected to proceed with the appointment.

Commissioner Sherwood moved to appoint Commissioner Hall as Mayor Pro Tempore, and Commissioner Ausborn seconded. ***Vote 4-0; Motion carried.***

7. Public Comments

Ruth Bek, 72 South High Point Road, offered technical comments on the pending tree ordinance, identifying what she believed to be a drafting ambiguity in Section 7-29-2 regarding the mitigation language for construction of single-family and two-family dwellings. She noted that the 25% mitigation reduction, when applied with the rounding-up provision, effectively provides no relief until trees reach approximately 36 inches DBH. She also supported limiting significant tree designation to native species only and suggested that the 12-inch DBH threshold for all native species was somewhat restrictive, recommending 15 to 18 inches. Ms. Bek also raised concerns about the continued proliferation of advertising signs in city rights-of-way and asked that enforcement be strengthened.

Chris Sekula, 1102 North Shore Drive, addressed what he characterized as inappropriate conduct at the September 17th Citizens Forum, during which a resident was permitted to make personal and disparaging remarks about a city staff member and a commissioner without intervention from the presiding officials. Ms. Sekula urged the Board to establish clear expectations for future forums to protect staff and board members from personal attacks.

Amber Townsend, 72 South High Point Road, spoke in strong support of the longleaf pine ecosystem and urged the Board to heed the Planning Board's recommendation to include longleaf pines with a minimum DBH of 8 inches as significant trees. She cautioned against adding hardwoods through mitigation in a fire-adapted, pine-dominant ecosystem, noting that excess hardwoods and leaf litter increase wildfire risk. She offered to share NC State Extension resources on fire-resistant landscaping with the Board.

8. Consent Agenda

Motion to approve the consent agenda was made by Commissioner Hall and seconded by Commissioner Ausborn. ***Vote 4-0; Motion carried.***

9. Committee/ Board Reports and Minutes

9.1 BSL Fire / Rescue

No representative was present. No report was given.

9.2 Planning Board

The Planning Board reported that it had discussed at length the issue of allowing backyard chickens in Boiling Spring Lakes. Topics examined included potential groundwater contamination and effects on private wells, air quality, the need for composting and regular coop cleaning, permitting and site plan requirements, the number of chickens that would be allowed, and the increased workload that complaints and violations would place on the Code Enforcement Officer.

9.3 Parks & Recreation Advisory Board

The Parks and Recreation Advisory Board reported on its September 16th meeting. The board acknowledged the conclusion of another successful summer camp season. The Cornhole Tournament previously scheduled for October has been postponed to the spring due to unforeseen circumstances. The board also discussed a significant concern regarding the overabundance of Canadian geese at Spring Lake Park, with a member presenting proposed solutions including decoys and other deterrents. The board will continue to research the issue. Residents were encouraged to come out for Trunk or Treat on October 31st.

9.4 Special Events Committee

The Special Events Committee reported that the Fall Festival is scheduled for Saturday, October 17th from 5–8 PM at the Community Center, featuring games, hamburgers and hot dogs provided by the Fire Department, and expanded scary scenes contributed by BSL residents. The BSL Food Pantry donated toys, candy, and Chick-fil-A items to supplement festival giveaways. Planning is also underway for the Christmas Tree Lighting, set for Friday, December 4th at 5:30 PM at City Hall.

9.5 Library Commission

The Library Commission reported that 42 boxes of old or duplicate books were donated to four local resale shops to address space constraints. Staff are currently rewriting eight procedural documents to standardize library operations and is reviewing two policies and the mission statement. The commission is researching grant opportunities with the assistance of Commissioner Ausborn, will participate in the Christmas Tree Lighting, and is planning a November fundraiser. The commission noted that a half-page feature article on the library was published in the Star News. An alternate position on the commission remains open, with an appointment anticipated at the next BOC meeting.

10. City Manager's Monthly Report

City Manager Matthew Kirkland provided updates across several departments:

Dam Projects: North Lake Dam was successfully impounded on October 5th, following the impoundment of Upper Lake Dam in July. For Sanford Dam, concrete work on the principal structure is complete; the contractor is expected to mobilize a hydro mill at the end of October to complete the cut-off wall, with project completion still anticipated in Q1 2027. Pine Lake Dam excavation work on the auxiliary spillway has begun, with lakebed clearing for Pine Lake to follow. The contracted final completion date for all dam projects remains May 2027.

Mayor Winecoff asked staff to prioritize completing the Pine Lake Dam spillway work and paving once site preparation is complete, before shifting resources to Sanford Dam. He also inquired about the status of the bid documents for lakebed clearing, which are being prepared but have not yet been issued for bid. Mr. Kirkland's staff is preparing the posting solicitations for bids.

Administration: The city rolled out a League of Municipalities Drive Safe initiative for city staff, requiring self-evaluations and pledges for safe vehicle operation. Work on a draft strategic plan is ongoing, with staff review forthcoming and public input sessions planned for the coming months.

Public Safety: Police Chief Smith continues work on the emergency response plan update and accreditation through NC LEAN. Captain Hager and Lieutenant Wanczyk attended FBI and NCJA leadership programs. Officers Lumsden and Williamson completed crisis intervention training; Sergeant Osborne completed first-line supervision training. The ReadyNC.gov website was highlighted as a community preparedness resource.

Public Works and Stormwater: Stormwater ditch clearing has reached over 16,000 linear feet, approaching last year's total of 19,000 linear feet. The city received a notice to proceed for PTC-8 road repairs. Stormwater maintenance at City Hall was recently completed, addressing flooding caused by crushed and cracked underground pipes, which were replaced, along with new catch basins.

Parks and Recreation: Evening yoga classes are now offered Tuesday and Thursday at the Joan Kenny building. Upcoming events include Trunk or Treat (October 31), Railroad to the Holiday (November 21), and Pancake Breakfast (December 5).

Development Services: A Pedestrian Safety and Connectivity Improvements project was submitted for NCDOT's FY27 Pedestrian Safety Call for Projects. Staff is coordinating with Public Works to streamline driveway permitting. Staff will attend the NC Association of State Floodplain Managers Conference, where Susan Price will sit for the CFM exam.

11. Old Business

1.1 UDO Amendment: Article 7, Part IV, Sections 7-26 through 7-29

City Manager Kirkland provided a brief summary of the history of this item, noting that public hearings had been held and the Planning Board had issued recommendations on two occasions. Discussion revealed that the original ordinance proposal, which addressed both the red-cockaded woodpecker (RCW)/Fish and Wildlife Service process and the broader tree preservation standards, had been improperly combined into a single agenda item. Mayor Winecoff indicated these should be treated as two separate matters: a woodpecker/Fish and Wildlife component and a tree ordinance component.

Commissioner Sherwood advocated for including all pine trees as significant trees in the ordinance, specifically supporting a 12-inch DBH threshold as a meaningful protection measure. The Board discussed the Planning Board's recommendation to include longleaf and loblolly pines at 8 inches DBH, and to replace the existing 24-inch catch-all provision with a 12-inch DBH threshold for all native species.

Ultimately, the Board directed staff to separate the two matters, revert to the original proposal structure, and also conduct a comparative review of tree ordinances from surrounding cities and towns before bringing the item back for further consideration.

Commissioner Ausborn moved to adopt the original proposal the Planning Board recommended and presented to the Board of Commissioners on August 4, 2026. The motion also directed staff to collaborate with the Forestry Service and other agencies to secure professional resources for the Habitat Conservation Plan. Commissioner Hall seconded the motion. Vote: Yes: Mayor Winecoff, Commissioners Hall and Ausborn. No: Commissioner Sherwood. ***Motion carried 3-1.***

12. New Business

12.1 Resolution for Acquisition of a Road Repair Roller

City Manager Kirkland presented a resolution authorizing the purchase of a Wacker Neuson RD12A Mini Roller for road repair operations. The equipment, budgeted in the current fiscal year, came in under the original budget estimate at a total cost of $22,800 including delivery. Board approval was required as the purchase exceeds the $15,000 City Manager authorization threshold.

Motion to approve Resolution No. 2026-10 authorizing the purchase of a Wacker Neuson RD12A Mini Roller at a cost of $22,800 was made by Commissioner Ausborn and seconded by Commissioner Hall. ***Vote 4-0; Motion carried.***

12.2 Request to Extend WithersRavenel On-Call Services

City Manager Kirkland presented a request to extend the on-call engineering services agreement with WithersRavenel for one additional year. The current agreement, originally dated October 4, 2023, expires next month. There is no cost associated with the extension unless services are requested, at which point task orders would be submitted.

Commissioner Sherwood made a motion to approve Amendment No. 1 to the Owner-Engineer On-Call Agreement with WithersRavenel, Inc., extending the agreement for one year, effective October 4, 2026, and Commissioner Ausborn seconded. ***Vote 4-0; Motion Carried.***

12.3 Request to extend McGill Dam Projects Services

City Manager Kirkland presented a request to extend the construction administration contract with McGill Associates and Schnabel Engineering for the dam projects. The current contract ends November 3, 2026, and since the construction projects will continue past that date, an extension is necessary. The contract extension (Task Order No. 3, Amendment 4) carries a not-to-exceed fee of $906,500, running month-to-month through May 2027. If the projects are delivered early, only fees for services rendered would be paid. The dam projects are funded through state and federal funds.

Mayor Winecoff acknowledged the cost with some frustration but noted the extension was necessary to see the projects through to completion.

Commissioner Ausborn made a motion to approve Task Order No. 3, Amendment 4, extending the construction administration contract with McGill Associates/Schnabel Engineering through May 2027 at a NTE fee of $906,500, and Commissioner Sherwood seconded. ***Vote 4-0; Motion carried.***

12.4 Golden Leaf Grant Acceptance of Award

City Manager Kirkland introduced Stormwater Engineer Jim Stachura, who presented an overview of the Golden Leaf Foundation grant award of $291,750. The grant is a modification of an existing 2022 award that had been previously unspent due to a project bid coming in significantly higher than anticipated. The funds will be used for equipment rentals and materials to clear, reshape, and stabilize stormwater ditches on the north side of Patricia Lake (the Big Lake), working outward from major discharge points. The city's match will be provided through in-kind labor contributions from existing staff.

Mr. Stachura presented maps showing the project areas along city-held easements in neighborhoods including North Hills, Crystal Road, Drayton, and areas around Pine Lake and the Holly/Redwood corridor. He noted that ditch clearing will work from the discharge points upstream and that the grant also covers culvert pipe replacements. He indicated he plans to conduct door-to-door outreach with private property owners to request access for additional ditch clearing beyond city-held easements.

Mayor Winecoff thanked Commissioner Ausborn and Mr. Stachura for their collaboration in reactivating the grant.

Motion to accept the Golden Leaf Foundation grant award of $291,750 was made by Commissioner Ausborn and seconded by Commissioner Hall. ***Vote: 4-0; Motion carried.***

12.5 Request for Approval of the Golden Leaf Project Ordinance

Commissioner Ausborn made a motion to approve the Capital and Grant Project Ordinance for the City of Boiling Spring Lakes Stormwater Improvement Project, funded by the Golden Leaf Foundation, and Commissioner Sherwood seconded***. Vote: 4-0. Motion Carried.***

12.6 Consideration to schedule Public Input Meetings on Water and Sewer Service

Mayor Winecoff presented a proposal to schedule two public input meetings to gather resident feedback on the potential expansion of water and sewer services throughout the city. He noted a recent meeting with the county to begin discussions on the topic and emphasized that the rising water table, failing leach fields, and the lack of fire hydrants in many areas made this an increasingly urgent issue. He noted the opportunity to also address areas without public water service and raised concerns about the cost of doing nothing, as the project would only become more expensive over time.

The Board agreed to the following schedule:

- **Monday, October 19th at 6:30 PM** – Public input meeting on water and sewer service, at the Community Center.
- **Thursday, October 22nd at 6:30 PM** – Second public input meeting on water and sewer service, followed by the interim commissioner candidate forum, at City Hall. The forum will be broadcast on Facebook.

Commissioner Ausborn made a motion to approve the scheduling of public input meetings on October 19th and October 22nd, with the candidate forum to follow the October 22nd meeting, and Commissioner Hall seconded. ***Vote 4-0; Motion carried.***

13. Mayor and Commissioners Reports

Commissioner Ausborn requested that staff be directed to review the city's ordinance provisions regarding outbuildings, setbacks, and impervious/pervious surface requirements, noting that current standards can produce conflicting results and do not adequately account for irregularly shaped lots. The Board reached consensus to direct staff to review these provisions.
Commissioner Hall reported that she, Commissioner Ausborn and City Manager Kirkland recently completed a "Commit to Civility" class, which she found valuable for improving teamwork. She also reminded the community of the high school senior parade and bonfire on Wednesday evening and the homecoming football game and halftime show on Friday.
Commissioner Sherwood addressed comments made about her at the September 17th Citizens Forum, noting she had been ill and w as unable to attend. She stated th at he r scrutiny of a particular developer's properties is based entirely on compliance with city ordinances regarding stormwater, environmental impacts, land clearing, and the major site plan process — not a desire to oppose development. She commended Development Services Director Nicole Morgan for her work under difficult circumstances and urged that all developers be held to the same standards under the city's ordinances.
Mayor Winecoff reported on a recent League of Municipalities mayors' meeting with the county, where GPT Engineering—a full-service firm with many former DOT employees—presented information on accessing DOT economic development funds for sidewalk and infrastructure projects. He also noted the availability of a grant professional who has assisted other municipalities in securing significant grant funding. The Mayor also raised a concern from the mayors' meeting about the potential devolution of the federal SNAP program to the states and ultimately to municipalities, urging the Board to monitor developments at the state and federal level.

14. Announcements

14.1 Oct. 10 Junk in the Trunk Community Yard Sale, 8 AM–12 PM, Community Center.
14.2 Oct. 17 Fall Festival, Community Center, 5–8 PM.
14.3 Oct. 24 Cornhole Tournament canceled; rescheduled to Spring.
14.4 Oct. 31 Trunk or Treat, 5:30–7:30 PM, Community Center. Contact Connor at Parks and Rec to participate.
14.5 The next BOC Meeting will be **Wednesday, November 4th,** NOT Tuesday, November 3rd, which is Election Day.

15. Closed Session: Attorney Consultation (§ 143-318.11(a)(3))

Motion to enter into Closed Session for Attorney Consultation pursuant to N.C. Gen. Stat. § 143-318.11(a)(3) was made by Commissioner Sherwood and seconded by Commissioner Ausborn. ***Vote 4-0; Motion Carried.***

Commissioner Hall moved to end the closed session and return to open session, and Commissioner Ausborn seconded. ***Vote 4-0; Motion carried.***

Commissioner Hall announced that no action was taken during the closed session. She then moved to adjourn the meeting, and Commissioner Ausborn seconded the motion. ***Vote 4-0; Motion carried.***

Adjourned– 8:04 pm

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Jeff Winecoff, Mayor

Attest:

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Tanya Shannon, City Clerk