

**Village of Misenheimer
Council Minutes
Community Building
December 10, 2012 6PM**

Council Present: Michael Riemann, Mayor
Michael Herron, Mayor Pro Tem
Jim Gullledge, Council Member
Peter Edquist, Council Member

Visitors Present: None

Staff Present: Pam Humphrey, Administrator/Clerk

Council Absent: Michael Burrage, Finance Officer

Call to Order: Mayor Riemann called the Council meeting to order at 6:03 PM declaring a quorum of Council members present.

Introduction of Visitors: No Visitors were present at the meeting.

Approval of Agenda: Edquist made the Motion to approve the Agenda as presented. Herron seconded the Motion and it was approved by a vote of 4/0.

Approval of November 12, 2012 Council Minutes: Herron made a Motion to approve the November 12, 2012 Council Minutes with no revisions. Gullledge seconded the Motion and it was approved by a vote of 4/0.

Approval of November 12, 2012 Closed Session Minutes: Edquist made a Motion to amend the approved meeting Agenda to go in to Closed Session for Attorney-Client Privilege as allowed by NC G.S. 143-318-11 (a)(3) to discuss the November 12, 2012 Closed Session Minutes as he was not present at that meeting. Gullledge seconded the Motion and it was approved by a vote of 4/0. Herron made a motion in Closed Session to approve the November 12, 2012 Closed Session Minutes as presented. Gullledge seconded the Motion and it was approved by a vote of 4/0. Edquist made a Motion to return to Regular Session. Herron seconded the Motion and it was approved by a vote of 4/0.

Public Comment Period: No public comments were requested to be heard.

Council, Board, and Citizen Attendance at CONNECT Open Houses held at Stanly County Agri Civic Center on Monday, December 3, 2012 from 4PM-7PM and held at SCCC-Crutchfield Campus in Locust on Thursday, December 6, 2012 4PM-7PM: Mayor Riemann advised Council that the following people from the Village had attended the CONNECT Open House:

Mayor Riemann, Mayor Pro Tem Herron, Pam Humphrey, Administrator, & Darcie Herron (Gray Stone Day School student)

He also indicated that both CONNECT open houses reported that approximately 100 people attended each event. In addition, he encouraged all Council members and Village residents to go to the CONNECT web site (www.ConnectOurFuture.org) to complete the online survey.

The CONNECT three (3) year project is being funded by a \$4.9 million HUD (Housing and Urban Development) Sustainable Communities Regional Planning grant in addition to \$3 million in local in-kind public and private matching resources.

Our community's commitment to help design a regional growth framework is critical to our region's future and the future of our children and grandchildren. The framework for regional growth is directed to grow the economy and jobs, control the costs of government, and provide for a high quality of life in our communities. The process to build this framework has been designed to develop broad-based community and political support through aggressive, state-of-the-art public and stakeholder community engagement. **Our involvement is critical to the project's success.**

Discussion and Approval of Municipal Records Retention and Disposal Schedule: Pam Humphrey, Administrator, presented the NC Department of Cultural Resources (NCDRC) Municipal Records Retention and Disposal Schedule for Council's review and approval. The Schedules were updated by the NCDRC September 10, 2012. Herron made a Motion to accept the Administrator's recommendation to approve the updated Schedules as presented. Riemann seconded the Motion and it was approved by a vote of 4/0.

Discussion and Approval of Resolution of Support for Centralina Mobility Management Agency NCDOT Targeted Transit Assistance Program for FY 13-14 Grant Application: Pam Humphrey, Administrator, advised Council that the Village was being requested to support the grant application being submitted by the Centralina Mobility Management Agency NCDOT Targeted Transit Assistance Program for FY 13-14. SCUSA was contacted and their support of the grant application was confirmed. Herron made a Motion to support the grant application as presented. Edquist seconded the Motion and it was approved by a vote 4/0.

Discussion and Approval of Municipal Legal Counsel: Mayor Riemann advised Council that Dewitt "Mac" McCarley, Partner with the law firm of Parker Poe in Charlotte, NC, had submitted a proposal to represent the Village as the designated Village Attorney regarding municipal legal matters. This proposal was provided to all Council members for their review. In addition, Pam Humphrey, Administrator, contacted numerous municipalities in Stanly County inquiring regarding the law firms that they utilized for municipal legal services. Mr. McCarley advised Council that the Village should continue to secure local legal counsel regarding local matters. The Village currently utilizes the law firm of Brown, Brown, & Brown P.L.L.C. No retainer is required to secure either firm's legal representation. Herron made the Motion to accept Mr. McCarley's proposal to represent the Village as the designated Village Attorney and to continue to utilize Brown, Brown, & Brown, P.L.L.C. for local legal matters. Gullidge seconded the Motion and it was approved by a vote of 4/0.

Discussion and Approval of Administrative Policy to Utilize IRS Published Mileage Reimbursement Rates for Mileage Reimbursement (From .555/mile for 2012 to .565/mile for 2013): Pam Humphrey, Administrator, requested that a standing policy be approved by the Village to utilize the IRS Mileage Reimbursement rates as periodically updated by the IRS. Herron made a Motion to accept the standing policy to utilize the IRS Mileage Reimbursement rates as periodically updated by the IRS. Edquist seconded the Motion and it was approved by a vote of 4/0.

Discussion and Approval of Administrative Policy to Increase Capitalization Amount from \$3,000 to GFOA Recommended Amount of \$5,000 beginning with the Start of FY 12/13: Pam Humphrey, Administrator, requested that the current capitalization amount of \$3,000 be increased to \$5,000 as recommended by the Government Finance Officers Association (GFOA). Herron made the Motion to increase the Village's capitalization amount from \$3,000 to \$5,000 and for this policy to be retroactively effective to July 1, 2012. Gullidge seconded the Motion and it was approved by a vote of 4/0.

Discussion and Approval of FY 12/13 Budget Amendment to Reclassify Budget Amount and Current Fiscal Year Expenditures for Fire Protection to RMFD from Administration to Public Safety as Classified in the FY 11/12 Audited Financial Statements: Pam Humphrey, Administrator, requested that Council approve a FY 12/13 Budget Amendment to move \$8,590 originally budgeted in the General Government category to the Public Safety category for amounts paid to the Richfield Misenheimer Fire Department (RMFD) for fire protection for the Village. This amendment would complement the FY 11/12 treatment of the same expenditures for the audited financial statements. Herron made a Motion to accept the Budget Amendment as presented. Edquist seconded the Motion and it was approved by a vote of 4/0.

Review and Discussion Regarding Budget vs. Actual Financial Results from July 1, 2012 to November 30, 2012 (5 months): Pam Humphrey, Administrator, presented the unaudited summary of budget vs. actual results for the five (5) months ending November 30, 2012 to Council for their review and comment. Highlights regarding this discussion included the following:

- The foundation and interior floor work has been completed at the Gladstone Academy historic property.
- All of the major expenses have been made to purchase and outfit the 2012 Dodge Charger Police vehicle.

Administrative Report-November 2012 (Mayor and Administrator): Mayor Riemann updated Council regarding the engagements that he attended and/or participated in since the last meeting's Administrative Report.

In addition, Mayor Riemann advised Council regarding the following:

- Mayor Riemann had met with Helen Nance, Principal at Gray Stone Day School, regarding the Village discontinuing the scholarship program. In addition, he advised Ms. Nance regarding the CONNECT open houses in December 2012.
- Mayor Riemann advised that he had attended the Regional Mayors' meeting on December 5, 2012. This group is working on improving relations with the Legislature. The NC League of Municipalities (NCLM) is also a group that the Village subscribes to that lobbies the Legislature for local government concerns.
- Mayor Riemann advised that he, Mayor Pro Tem Herron, and Pam Humphrey, Administrator, attended the Stanly County Council of Governments dinner held November 27, 2012 in New London. An economic development presentation was given by Jeanette Goldsmith, President of J. Goldsmith & Company, regarding Stanly County's economic development readiness. She noted numerous strengths that make Stanly County attractive to businesses (good work ethic for work force, rail access, job training resources through Stanly County Community College, etc.). However, she also noted weaknesses that need to be addressed so that Stanly County's economic development efforts can be successful (need for a more collaborative economic development environment, a more well-defined vision for the entire county including its regional presence, a more coordinated regional effort to provide and manage water and sewer services, secure natural gas utilities, etc.).
- Mayor Riemann advised Council that a Transition Plan needs to be devised and discussed in order to address the mayoral transition when his term expires in November 2013. Mayor Riemann advised that he does not plan to run for re-election at this time. However, he would offer to be involved as a volunteer regarding Village efforts to continue to further the Carolina Thread Trail development and the Gladstone Academy restoration.

Chief McGinnis was not in attendance at the Council meeting. He had provided reports for Pam Humphrey, Administrator, to present on his behalf which included the following:

- The November 2012 Police Report was provided for the Council's review.
- Officer Hatley was promoted to Sergeant as was budgeted in the FY 2012/2013 Budget.

- The following are recaps of Zoning related items as prepared by Chief Erik McGinnis, Zoning Officer, and presented by Pam Humphrey, Administrator:
 - The blue clothing collection box was placed on Mr. Drye’s property with his permission. Herron commented that he recalled a newspaper article questioning the propriety of the group associated with the collection boxes. Council requested that the Zoning Officer gather additional information to present to Council at their next meeting.
 - The Duke Power security light at the back of the duplex on Wesley Chapel Road is actively working. Herron questioned its compliance with the Village’s lighting ordinance and any grandfathering status in effect or possibly expired. Mayor Riemann advised Council that research would need to be completed to answer these concerns. In addition, Mayor Riemann indicated that few may know about our “Dark Skies” lighting ordinance and that more education to communicate its requirements are necessary to inform all parties that may be effected (property owners, renters, Stanly County Central Permitting, NCDOT, Duke Power, etc.).
 - The fencing display at the Clearview Apartments has not been removed. The companion sign had been removed when the owners were advised that they were violating the Village’s signage ordinance. We have been advised by the property management company that the fence display should be taken down soon.

Pam Humphrey, Administrator/Clerk, advised Council regarding the following:

- Maxton McDowell, CPA had submitted the audited financial statements for the fiscal year ending June 30, 2012 to the Local Government Commission (LGC).
- Blue Cross Blue Shield of NC will be submitting a renewal quote for health, dental, life, and accidental death and dismemberment (AD&D) insurance for the policy renewal period starting March 1, 2013. She plans to get additional quotes from other brokers to analyze employee insurance options. The goal will be to discuss the quote progress at the next Council meeting.
- Council was canvassed to determine the interest in scheduling a separate budget workshop for the planning of the FY 2013/2014 Budget. Council prefers to handle budget planning and preparation as a part of regularly scheduled Council meetings.

Carolina Thread Trail (CTT) Corridor Easement Status: Mayor Riemann advised Council that he is drafting a non-binding letter of easement intent to present to property owners along the proposed trail route. In addition, he plans on preparing and submitting a grant for additional CTT funding in March 2013. Matching funds may be able to be secured from a supportive private party and retained by the Foundation for the Carolinas in a designated and reserved status.

Status of Mayor Led Sewer Discussions: Mayor Riemann advised Council that he continues his discussions with Stanly County and other interested parties to determine the feasibility and possible funding sources available to provide sewer services to the Village. More discussions are planned. Edquist commented that any designated Business District in the Village being provided sewer services will need to abide by the “Front Porch” planned Village vision.

Status Regarding Merner Terrace Speed Table November 2012 Request to NCDOT: Mayor Riemann advised Council that a letter had been sent to NCDOT on November 27, 2012 formally requesting the replacement of the speed hump with a speed table. We have not heard back from the NCDOT as of the Council meeting date.

Planning Board Discussions with NC Department of Commerce (NCDOC)-Division of Community Planning Meeting to be held on Thursday, January 10, 2013 7PM: Mayor Riemann advised Council that the Planning Board has met on Thursday, October 11, 2012 and on Thursday, November 15, 2012 for discussions with the NCDOC facilitators to review and revise our current zoning plan and map as well as our current Zoning Ordinances. Mayor Riemann and Mike Herron attended the October 11, 2012 meeting as Council representatives. Mike Herron attended the November 15, 2012 meeting as a Council representative. Mayor Riemann requested that up to two (2) Council representatives should plan to attend the Thursday, January 10, 2013 Planning Board meeting to be held at 7PM.

Discussion Regarding Resignation and Replacement of Donnie Day-Planning Board and Board of Adjustment Member:

Mayor Riemann advised Council that Donnie Day, Vice Chairman for the Planning Board and Board of Adjustment, resigned his position at the end of November 2012 due to personal scheduling conflicts. Mayor Riemann and Pam Humphrey, Administrator, met with Judy Hammill to discuss her interest in completing Mr. Day’s remaining term as a Board member. Ms. Hammill relocated back to Misenheimer from Charleston, SC and had served on similar boards in the past for another municipality. Ms. Hammill indicated that she would be interested in serving on the Boards pending Council’s approval. Herron made the Motion to appoint Ms. Hammill to serve the remainder of Mr. Day’s Board Member terms on the Planning Board and the Board of Adjustment expiring June 30, 2014. Edquist seconded the Motion and it was approved by a vote of 4/0.

Council also presented the following slate of elected officials and staff to represent the Village during 2013 with the following organizations:

- RRRPO Technical Advisory Committee: Riemann-Primary and Gulledge-Alternate
- RRRPO Technical Coordinating Committee: Humphrey-Primary and Riemann-Alternate
- Convention & Visitors Bureau (CVB): Edquist-Primary and Humphrey-Alternate

Edquist made the Motion to accept the slate of elected officials and staff representing the Village during 2013 with the aforementioned organizations listed herein. Herron seconded the Motion and it was approved by a vote of 4/0.

Other Business: Gulledge inquired regarding the status of the planned sidewalk in the unincorporated portion of the county along US Highway 52 North between Richfield and Misenheimer. Mayor Riemann indicated that Richfield was interested in partnering to complete this stretch of sidewalk that would meet the sidewalk that Richfield would eventually complete within their town boundaries. Completion of such a project would provide sidewalk from the Pfeiffer Rose Garden Apartments to the intersection of US Highway 52 and NC Highway 49.

Adjournment: Council adjourned the meeting at 7:31 PM.

_____	_____	_____	_____
J. Michael Riemann, Mayor	Date	Pam M. Humphrey, Administrator/Clerk	Date

The next Council Meeting is scheduled for Monday, January 14, 2013 at 6PM at the Community Building.

The next Planning Board and Board of Adjustment Meetings are scheduled for Thursday, January 10, 2013 at 7PM at the Community Building.