

**Village of Misenheimer
Council Minutes
Community Building
February 11, 2013 6PM**

Council Present: Michael Riemann, Mayor
Michael Herron, Mayor Pro Tem
Mike Burrage, Finance Officer
Peter Edquist, Council Member

Visitors Present: Brian Graves, SNAP
Mac McCarley, Village Attorney
Chief David Isenhour-RMFD

Absent: Jim Gullede, Council Member

Staff Present: Pam Humphrey, Administrator/Clerk
Erik McGinnis, Police Chief

Call to Order: Mayor Riemann called the Council meeting to order at 6:00 PM declaring a quorum of Council members present.

Introduction of Visitors: Mayor Riemann welcomed visitors and staff attending the meeting as named above.

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

Approval of January 14, 2013 Council Minutes: Herron made a Motion to approve the January 14, 2013 Council Minutes with no revisions. Burrage seconded the Motion and it was approved by a vote of 4/0.

Unsealing of Closed Minutes as Reviewed and Recommended by Village Attorney: Council was provided the following Closed Minutes for their approval to designate from a closed, sealed status to an open, unsealed status:
March 13, 2008 February 14, 2011 April 12, 2012 May 14, 2012 December 10, 2012

Edquist made a Motion to open and unseal the previously closed and sealed Minutes for the dates noted above. Herron seconded the Motion and it was approved by a vote of 4/0.

Public Comment Period: No public was present requesting time for comments.

Chief David Isenhour-Richfield-Misenheimer Fire Department (RMFD) Report: Chief Isenhour provided Council with reports for 2012 regarding Fire Department Training and Incidents. In addition, a 2012 report of Misenheimer specific incidents was presented. Highlights from Chief Isenhour's presentation are as follows:

- Paid staff was reduced from 6 to 5 part timers working Monday-Friday shifts with 1-3 staff on duty per shift
- Fire prevention efforts have gone well with Gray Stone Day School and Pfeiffer University
- Grants are being researched, prepared, and submitted to subsidize equipment funding
- RMFD currently has approximately 25 personnel (Paid or Volunteer)
- RMFD budgeting for FY 13/14 will begin February 2013
- A Junior Firefighter program may be considered along with recruiting older members

Edquist commented that a Junior Firefighter program provides an apprenticeship environment to develop and interest young people toward the firefighting profession. Chief Isenhour replied that Junior Firefighting duties are carefully regulated by the State.

Mayor Riemann asked if the false alarms were due to equipment malfunctions or intentional pulls. Chief Isenhour indicated that it has been a long time since an intentional pull required a response. He credits this to the combined training and enforcement efforts of the Misenheimer Police Department, the RMFD, and the Pfeiffer University Resident Life Director and her staff.

Council thanked Chief Isenhour for his time to present the 2012 RMFD reports to Council. In addition, Council thanked Chief Isenhour and his staff for their service to the Village and the surrounding communities.

Administrative Report-January 2013 (Mayor, Police Chief, and Administrator): Mayor Riemann updated Council regarding the engagements that he had attended and/or participated in since the last meeting's Administrative Report.

In addition, Mayor Riemann advised Council regarding the following:

- Mayor Riemann advised that he is still working with Duke Energy to address the broken sidewalk panels that were damaged while Duke Energy has been in the Village working on the power poles. In addition, Duke Energy has completed work on the substation to step down the existing transformers. We will confirm that the entire old substation and fencing will be removed.
- Mayor Riemann advised that as of Monday, February 11, 2013 the Village now owns the lot adjacent to the Gladstone Academy property previously owned by the Newports. The lot will need some clearing which may require permission of an adjacent property owner so that the overgrowth can be more easily removed.

Chief McGinnis advised Council regarding the following:

- The January 2013 Police Report was provided for Council's review. It was noted that the overall Pfeiffer University campus environment is quieter than compared to prior years.
- The following are recaps of Zoning related items as presented by Chief McGinnis, Zoning Officer:
 - The fencing display at the Clearview Apartments has been taken down. However, the property management firm has advised us that they intend to remove the stacked fencing material.
 - Council discussed the status of the blue clothing donation collection box that was placed on Mr. Drye's property with his permission. Richfield and New London have also had the same blue clothing donation collection boxes being placed on private property inside their town limits. Council expressed concerns regarding the propriety of the charitable organization. Council agreed to revisit the status of the donation box at the next Council meeting.

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

- Humphrey requested suggestions for the upcoming Spring 2013 Newsletter.

Carolina Thread Trail (CTT) Corridor Easement & March 2013 Grant Preparation Status: Mayor Riemann advised Council that he continues to work with property owners to discuss their approval of an easement on their property for the CTT. Easement specifics are needed for the next grant submission. Grant deadlines for 2013 are April 5, August 9 and October 18. Mayor Riemann indicated that he may not be able to meet the April 5, 2013 grant submission deadline if the potential easement commitments for the recommended or revised trail corridor cannot be finalized in time. Some property owners are currently requesting modifications regarding the location of the potential trail easement. Moreover, some property owners/heirs are difficult to identify and contact which is making the easement commitment process more time consuming.

Status of Mayor Led Sewer Discussions: Mayor Riemann advised Council that Stanly County is currently considering acquiring the Oakboro wastewater treatment assets as was included in the County's January 7, 2013 Meeting Minutes. Chambers Engineering has been contracted to evaluate the possible acquisition. It is expected that their report should be issued within 90 days. We anticipate that any consideration for the Village will have to wait until the Oakboro situation is addressed.

Status Regarding Merner Terrace Speed Table Status: Mayor Riemann advised Council that an inquiry to NCDOT indicated that the speed table would not qualify for the use of Powell Bill monies. NCDOT estimated that removing the current speed hump and installing the speed table in a new location where it will serve as a pedestrian crossing should cost approximately \$3,500.00. The Village anticipates contracting directly with NCDOT to perform this project.

Burrage commented that he has not heard any comments from any other citizens regarding the speed hump. Herron responded that Merner Terrace is heavily travelled by Gray Stone Day School and Pfeiffer University students when they are in session. Chief McGinnis noted that Pfeiffer University had indicated that they would reconfigure some of the parallel parking spaces along Merner Terrace to assist in giving pedestrians more visibility if the speed table were built. The project goal would be to improve the vehicle and pedestrian safety along Merner Terrace. Edquist inquired if there were any project funding partners. Mayor Riemann indicated that paying for the speed table project would be the sole responsibility of the Village. Mayor Riemann is communicating with Gray Stone Day School and Pfeiffer University to determine when the best time would be to start the project. This will determine if the project is started in FY 12/13 or in FY 13/14.

Herron made a Motion to approve the Merner Terrace NCDOT built speed table project estimated to cost approximately \$3,500.00. If it is determined that the project can be completed in FY 12/13, a Budget Ordinance Amendment will be presented to the Council, otherwise if the project can be completed in FY 13/14, it will be included in the proposed FY 13/14 Budget Ordinance. Edquist seconded the Motion and it was approved by a vote of 4/0.

Mayor Riemann will continue to work on the project scheduling. Pam Humphrey, Administrator, will notify NCDOT of Council's approval of the Merner Terrace project.

Discussion and Approval of Employee Insurance Benefits Contract Provider and Coverage for Term Commencing 3/1/13: Pam Humphrey, Administrator/Clerk, advised Council that she had met individually with Mayor Riemann and Mike Burrage, Finance Officer, to report the findings from a review of possible employee health/dental/life/AD&D insurance providers. Eben Concepts (current broker), JWBenefits, and the NC League of Municipalities (NCLM) were contacted to provide quotes for the Village's employee insurance coverages. The NCLM was excluded from further analysis as their health insurance coverage amounts are based upon a pool amount vs. based upon age making their health insurance quotes 2-3 times higher than our current coverage amounts. The Village is currently considered a "grandfathered" plan with Blue Cross Blue Shield of NC (BCBS). Eben Concepts advised us that relinquishing our grandfather status may have costly repercussions when we renew in 2014. The health portion of the BCBS coverage with Eben Concepts was quoted to go down slightly. However, the BCBS dental portion would increase slightly. Comparisons to other coverages required deductibles to increase beyond where the Village felt the coverage was affordable for the employee.

Eben Concepts had advised the Village that they could increase the employee's optional dependent care contribution percentage from 35% to 40% whereas the Village would then contribute 60% vs. 65% without losing the grandfather status of the renewed coverage.

Edquist made the Motion to approve the Eben Concepts renewal quote for all employee coverages and to increase the employee dependent coverage contribution percentage from 35% to 40%. Burrage seconded the Motion and it was approved by a vote of 4/0.

FY 13/14 Budget Preparation Presentation and Discussion:

Pam Humphrey, Administrator/Clerk, advised Council that she, Chief McGinnis, Mayor Riemann, and Mike Burrage, Finance Officer, had begun reviewing the following:

- FY 12/13 Budget vs. Actual status at 1/31/13 (7 months)
- What is left to receive as revenue or spend as an approved expenditure by 6/30/13
- Preliminary FY 13/14 Budget Considerations

Materials were provided to Council members to be taken to review and discuss in more detail at the next Council meeting to be held Monday, March 11, 2013 at 6PM.

Stanly County is re-evaluating property values which will require the presentation of a FY 13/14 revenue neutral budget. We have been advised that we should get an updated property tax value for the Village during March 2013. Mayor Riemann indicated that he is researching grant opportunities for the Gladstone Academy restoration and the next phases of securing easements for the Carolina Thread Trail corridor. Grants could be applied for, awarded, and “reserved” until other matching funds are secured. Mayor Riemann also commented that he feels that the Village needs to consider developing a long-range road plan so that funds are available for road repairs and improvements. Burrage, Finance Officer, commented that bank balances should be reviewed to determine if some funds can be invested in higher interest bearing accounts.

Other areas for review and further consideration included the following:

- Personnel-Salaries and Benefits
- Public Safety Expenditures
- Administrative Expenditures
- Possible Capital Projects to Consider

Council was presented with a proposed FY 13/14 Budget Preparation Schedule. Herron made a Motion to accept the FY 13/14 Budget Preparation Schedule whereupon the Public Hearing and Approval of the FY 13/14 Budget would occur at the Monday, June 10, 2013 Council Meeting. Burrage seconded the Motion and it was approved by a vote of 4/0.

Discussion of Possible Formation of Council/Citizen Committees: Council was requested to consider forming the following committees to include Council members and citizens:

- Gladstone Academy Possible Uses: Committee not formed at this time.
- Council Transition in Preparation for 2013-2015 Terms: Committee not formed at this time. However, it was noted that the filing dates for the upcoming 2013 elections are from July 5, 2013 to July 19, 2013.
- Village 10 Year Anniversary Celebration in 2013: Peter Edquist, Council Member, volunteered to lead a committee to consider celebration specifics to be presented at the March 11, 2013 Council meeting.

Lighting Ordinance Concerns and Enforcement: Council has recently had discussions regarding the “Dark Skies” type lighting ordinance that the Village enacted as a part of the Zoning Ordinances. Chief McGinnis, Zoning Officer, informally surveyed the security pole lighting in the Village and noted that there are approximately 41 security pole lights in the Village. The lighting survey does not include security flood lighting that may be attached to residences.

Herron commented that there are numerous lights around the Village out of compliance with the current Ordinance. Mayor Riemann recommended that a systematic process be developed to review the current provisions of the Ordinance, consider how citizens and vendors need to be educated and informed regarding the provisions of the Ordinance, and how the Zoning Officer should enforce the Ordinance. Council agreed that the Planning Board should address the Lighting Ordinance as they review all of the Ordinances with the planning assistance of the NC Department of Commerce-Division of Community Planning. Herron, Mayor Pro Tem, has been involved with the Planning Board’s planning sessions.

Other Business: There was no Other Business to discuss.

Adjournment: Council adjourned the meeting at 7:35 PM.

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

The next Council Meeting is scheduled for Monday, March 11, 2013 at 6PM at the Community Building.

The next Planning Board Meeting is scheduled for Thursday, February 21, 2013 at 6PM at the Community Building.

The next Board of Adjustment Meeting is scheduled for Thursday, April 11, 2013 at 7PM at the Community Building.