

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

Council Present: Michael Riemann, Mayor
Michael Herron, Mayor Pro Tem
Mike Burrage, Finance Officer
Jim Gullledge, Council Member

Absent: Peter Edquist, Council Member

Visitors Present: Ian Faulkner, SNAP

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

Call to Order: Mayor Riemann called the Council meeting to order at 6:02 PM declaring a quorum 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. Burrage seconded the Motion and it was approved by a vote of 4/0.

Approval of February 11, 2013 Council Minutes: Burrage made a Motion to approve the February 11, 2013 Council Minutes with no revisions. 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.

Administrative Report-February 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 the Village 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 and substation. Duke Energy is contending that they are not responsible for the sidewalk damage. We will continue to work with Duke Energy to resolve this situation. Duke Energy has advised us that the entire old substation will be removed and the area will be landscaped.
- Mayor Riemann advised that he had attended a meeting of the N. Stanly Ministerial Network in February. He advised that the churches are concerned about the blue donation boxes located in their communities. Chief McGinnis commented that he had talked with Mr. Drye regarding the box that is located on his private property. Mayor Riemann indicated that New London was addressing their similar situation with zoning modifications. Mayor Riemann requested that Chief McGinnis contact the N. Stanly Ministerial Network to visit Mr. Drye to discuss their concerns with the charitable organization affiliated with the blue donation boxes.
- Mayor Riemann advised that he had recently attended the Stanly County Economic Development Awards luncheon held at Dennis Vineyards. He noted that Sharon Decker, NC Secretary of Commerce, and Keith Crisco, former NC Secretary of Commerce, were in attendance at the awards event.
- Mayor Riemann advised that he and Herron and Humphrey had attended the Council of Governments dinner hosted by the Town of Norwood. NC Senator Gene McLaurin was the dinner speaker. Mayor Riemann advised that he had written to Senator McLaurin requesting that he be on alert for any legislative proposals pertaining to mining that could affect the Village.

Council member Herron reported that he had attended the Centralina Council of Governments (CCOG) Board of Delegates Orientation and dinner meeting in Charlotte in February as an Alternate. He commented that the Orientation was very beneficial to him in order to learn what the CCOG can provide to small municipalities. He also indicated that the CCOG passed a resolution to promote plug-in-electric vehicles (PEV) in the region.

Herron also reported that the Planning Board's review of the zoning map, plan, and Ordinances is moving along with the assistance of the NC Department of Commerce. He plans to attend their next meeting scheduled for Thursday, March 14, 2013 as a Council representative.

Chief McGinnis advised Council regarding the following:

- The February 2013 Police Report was provided for Council's review. With warmer weather, the Pfeiffer University student activity is picking back up.
- Chief McGinnis and Pam Humphrey, Administrator, met with Robin Leslie, VP of Finance for Pfeiffer University, to discuss the renewal of the Police Services contract for FY 13/14. Ms. Leslie indicated that Pfeiffer's preference at this time is to renew the contract with the same terms as last year (Pfeiffer \$220,000 and Village \$20,000 for a one (1) year term). She indicated that they may be able to revisit the contract provisions in September 2013 after the Fall 2013 enrollment is confirmed. Pfeiffer's budget cycle matches the Village's

Herron advised Chief McGinnis that the Peelers on Wesley Chapel Road had contacted him to advise him of the gun shot heard relatively close to their property. Chief McGinnis replied that he would instruct his staff to check in to this concern.

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

- She advised Council that she had met with a representative of Guardway Corporation from Charlotte to gather information to prepare a quote for replacing, repairing, and adding street signs within the Village.
- She advised Council that she had attended the Ethics training given by the NC Ethics Commission. This training is required by June 30, 2013 to continue to be a representative to the RRRPO TAC or TCC.
- She advised Council that the Village attorney recommended that she attend the School of Government's Introduction to Purchasing class. The class is only given one time per year, and is scheduled for late April in 2013. There is approximately \$854 left in the General Government- Scholarship budget line item that will not be utilized in FY 12/13 that could be transferred to the General Government-Training budget line item. Herron made the Motion to approve that the Administrator enrolls in the Purchasing course for April 2013 and to prepare a FY 12/13 Budget Amendment for presentation at the April 8, 2013 Council meeting. Gulledge seconded the Motion and it was approved by a vote of 4/0.
- She advised Council that approximately \$1,100 was received from the NCLM as a refund of the Workers Comp insurance premium for the period ending June 30, 2012.

Carolina Thread Trail (CTT) Corridor Easement & March 2013 Grant Preparation Status: Mayor Riemann advised Council that he plans to prepare a long range plan and calendar of events that addresses the continuation of the development of the Carolina Thread trail through the Village. Gulledge asked how much the Village portion of the trail is estimated to cost. Mayor Riemann responded that he did not have the CTT Corridor Study document with him but he would estimate approximately \$500,000. Crossing water features with bridges becomes expensive and our portion of the trail may require two (2) bridges.

Merner Terrace Speed Table NCDOT Status: Mayor Riemann advised Council that a letter dated February 19, 2013 was sent to Marc Morgan, NCDOT to determine the possible start date for this project. As of our Council meeting date we have not heard back from NCDOT. The Village will be attending the RRRPO TCC meeting on Tuesday, March 12, 2013 and will inquire directly with Mr. Morgan since he is usually present at these meetings. An update will be provided to Council at the next Council meeting.

FY 12/13 Budget Ordinance Amendments:

- Increase Other Income by \$225 for School of Government Scholarship Received & Increase General Government Seminars & Training Expenditure by \$225. Herron made the Motion to approve this Budget Amendment. Burrage seconded the Motion and it was approved by a vote of 4/0.

- Increase Cultural/Recreational Expenditure Total Budget by \$895 and Reduce General Government Expenditure Total Budget by \$895. Herron made the Motion to approve this Budget Amendment. Gulledge seconded the Motion and it was approved by a vote of 4/0.
- Increase Restricted Intergovernmental Revenues (FY 12/13 Powell Bill Funds Received) by \$1,239 and Increase Transportation-Restricted Expenditures by \$1,239. Herron made the Motion to approve this Budget Amendment. Burrage seconded the Motion and it was approved by a vote of 4/0. Mayor Riemann noted that the Legislature is considering changing the current Powell Bill funding formula. This may impact our FY 13/14 Budget planning.

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 continued reviewing the following since the last Council meeting:

- FY 12/13 Budget vs. Actual status at 2/28/13 (8 months)
- What is left to receive as revenue or spend as an approved expenditure by 6/30/13
- Preliminary FY 13/14 Budget Considerations

The Budget Preparation materials from the February 2013 Council meeting had been updated for additional cost data researched as well as staff presenting recommended priorities for specific expenditures.

FY 13/14 Budget Proposed Revenue Discussions:

- Stanly County advised that the Sales & Use Tax distribution formula should stay the same as last fiscal year.
- Chief McGinnis reported the status of the FY 13/14 contract negotiations with Pfeiffer University as noted in the Administrative Report Agenda item.
- The Administrator advised that the rental amount for use of the Village's Community Building may not cover the utility usage. The current rent structure is \$0 for Village residents and \$50 for non-residents. Burrage made the Motion to increase the rent structure from \$0-\$50 for Village residents and from \$50-\$100 for non-residents effective immediately. Gulledge seconded the Motion and it was approved by a vote of 4/0.
- There was general discussion among Council members regarding generating additional fee revenue for the Village. However, it was considered to be not cost effective to pursue due to the small number of businesses located within the Village.
- Interest income is to be considered a nominal source of revenue as CD rates are about as low as Money Market account rates unless the entity is willing to commit invested monies for longer periods of time.
- Mayor Riemann indicated that his plans are to secure any grant matching funds from sources other than the Village regarding the Carolina Thread Trail and Gladstone Academy. If any grant matching would be required of the Village, the expectation would be that the match funds could be provided over a period of time vs. all at one time and not jeopardize any grant awards.
- There was general discussion among Council members regarding the possible revenue generating opportunities that the Gladstone Academy property may be able to generate. The current restoration status has the property protected from the harshest of the elements. However, the Village must first determine the future plans for the use of the Gladstone Academy property.
- Council also discussed if there are any properties that would be interested in voluntary annexation. There may be advantages to doing this sooner than later with the current legislative climate in Raleigh.

FY 13/14 Budget Proposed Expenditure Discussions:

- Chief McGinnis presented to Council a recommendation to consider paying all Officers for their holiday time vs. allowing them to take the leave time off at a later time. There is concern that taking holiday time (80 hours per

year) is sufficient leave time whereupon accrued vacation time is then not taken. Officers with less than 5 years of service accrue 8 hours of vacation each month totaling 96 hours per year. Officers are currently allowed to carry over up to 240 hours of vacation into the next fiscal year. High balances of unused vacation can be a contingent liability for the Village when an officer resigns from the Village. This proposal for FY 13/14 is estimated to increase Police wages and benefits by approximately \$5,000. It is estimated that if a 1.7% COLA was given that it would increase Police wages and benefits by approximately \$3,200 or if increased by a 1% COLA the estimated increase would be approximately \$2,000. Officers were given a 3% raise during FY 12/13 after not having received a raise for 4 prior years. Wage and benefit calculations for the FY 13/14 Budget will evaluate which proposal will be viable.

- The Administrator advised that Council would need to approve a resolution in order to initiate the Prudential 457 Plan for Officers at the April 8, 2013 Council meeting in order to have the plan in place by July 1, 2013. Burrage made a Motion to present a Resolution for the Prudential 457 Plan at the April 8, 2013 Council meeting. Herron seconded the Motion and it was approved by a vote of 4/0.
- Mayor Riemann offered to prepare a cost estimate for reimbursements for Mayoral duties to be incorporated in to the next round of the FY 13/14 Budget document preparation. Currently Mayor Riemann has declined reimbursement for these types of expenditures.
- Chief McGinnis requested Council's input regarding his FY 13/14 proposed budgeted equipment requests including the following:
 - Three (3) shot guns-all same model \$1,500 minus sale of two (2) shot guns
 - 5 Tasers \$5,680
 - 1 laptop for the Chief & 1 MPD wireless printer \$1,500
- Council was in agreement to include these items in the preparation of the FY 13/14 Budget document.
- Mayor Riemann advised to include approximately \$1,000 for creek clearing as Flood Plan maintenance.
- Council preferred to not sponsor a separate Fall BBQ event in 2013 since a larger anniversary celebration event is in the planning stages. Council also indicated in their discussions to ask the Anniversary Committee to see what type of event they could plan for \$5,000.
- The Administrator requested Council's input regarding FY 13/14 proposed budgeted capital improvement requests that include the following:
 - Community Building repairs \$5,950
 - NCDOT built speed table on Merner Terrace \$2,500-\$3,500
 - Village street signage repairs/replacement/additions \$3,000 (No decorative signage in this estimate)
- Council was in agreement to include these items in the preparation of the FY 13/14 Budget document. Herron requested to determine if the Village signs for \$4,000 at the Village limits could be included in the FY 13/14 Budget.

Status of Village 10 Year Incorporation Anniversary Celebration in 2013 (FY 13/14) Committee: At the last Council meeting, Peter Edquist, Council Member, volunteered to chair this committee. Mike Herron, Mayor Pro Tem, is also a member of this committee and with Edquist's absence at tonight's Council meeting, Herron reported on the committee's progress so far. Herron advised that other citizens and Pfeiffer University personnel have been contacted to be involved on this committee. Initial indications are that the celebration will not occur in FY 12/13 ending June 30, 2013. Therefore funds for the celebration will be included in the FY 13/14 Budget preparations. Ideas are being collected for consideration regarding the specifics of the event(s). Gulledge commented that to ensure Pfeiffer University student participation that commitment from the clubs and coaches will need to be secured.

Pam Humphrey, Administrator, requested that the committee be in a position to provide cost estimates as the FY 13/14 Budget is in the process of being prepared.

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, April 8, 2013 at 6PM at the Community Building.

The next Planning Board Meeting is scheduled for Thursday, March 14, 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.