

Village of Misenheimer Council Minutes
Community Building
February 10, 2014 6PM

Council Present:	Michael (Frizbee) Herron, Mayor Michael Burrage, Mayor Pro Tem Micah Edquist, Finance Officer	Visitors Present: Jason Boyd, SNAP Mike Riemann T. Lynn Clodfelter
Absent:	Jim Gullledge Peter Edquist	Mike Stubbs, MOPH #634 Ron Wade, MOPH #634
Staff Present:	Pam Humphrey, Administrator/Clerk Erik McGinnis, Chief of Police	Steve Zenes, MOPH #634 Tom Farebrother, MOPH #634

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

Moment of Silence: Mayor Herron requested a moment of silence.

Ethics Statement: Mayor Herron read a statement regarding ethics and potential conflict(s) of interest asking Council members if they had any known or perceived conflict(s) of interest related to the meeting Agenda presented. None were noted.

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

Military Order of the Purple Heart (MOPH) Presentation and Proclamation of Village Support: Mike Stubbs, Commander of the MOPH #634, made a presentation to Council advising them that their organization serves combat veterans who were wounded on the world's battlefields while serving our country in uniform. For this sacrifice they were awarded the Purple Heart medal. MOPH #634 has 141 members serving counties comprising the greater Charlotte-Mecklenburg area. MOPH #634 is soliciting support from all municipalities in Stanly County so that the county can be designated as a Purple Heart county.

Mayor Herron thanked the Commander and his MOPH members attending the Council meeting for the presentation and for their service to our country. In addition, Mayor Herron requested that Council approve of his support of the MOPH #634's community efforts by conferring a Proclamation of support from the Village. Burrage made a Motion to confer the Village's Proclamation of support to the MOPH #634. M. Edquist seconded the Motion and it was approved by a vote of 3/0.

Approval of 2/10/14 Council Meeting Agenda: M. Edquist made a Motion to approve the meeting Agenda as presented with the following modifications: Item #8-MOPH Presentation and Proclamation of Village Support will follow Item #4-Introduction of Visitors and Item #9-Carolina Thread Trail Update will include a report from Mike Riemann, member of the Tri-Cities (Misenheimer, Richfield, and New London) Carolina Thread Trail (CTT) Committee, the presentation of a Resolution to accept the \$100,000 grant from the Foundation of the Carolinas, the presentation of a FY 13/14 Capital Budget Amendment to accept the \$100,000 grant, and the presentation of a letter to First Bank to reactivate/open a bank account to manage the \$100,000 grant proceeds. Burrage seconded the Motion and it was approved by a vote of 3/0.

Approval of 1/13/14 Council Minutes: M. Edquist made a Motion to approve the Minutes from the Regular session as presented. Burrage seconded the Motion and it was approved by a vote of 3/0.

Burrage made a Motion to accept the Minutes from the Closed session as presented. M. Edquist seconded the Motion and it was approved by a vote of 3/0.

Public Comment Period: T. Lynn Clodfelter, Attorney at Law, spoke to Council advising them that he was running for the office of Stanly County District Attorney in the May 6, 2014 primary. He has been traveling around the county meeting elected officials and law enforcement officials advising them of his candidacy.

Carolina Thread Trail (CTT) Update: Former Mayor Mike Riemann and current member of the Tri-Cities (Misenheimer, Richfield, and New London) Carolina Thread Trail (CTT) Committee advised Council that the three (3) municipalities had been awarded a joint grant on 2/4/14 for \$100,000 from the Foundation of the Carolinas for trail acquisition. The Village is listed as the lead municipality to account for the grant proceeds. There is a thirteen (13) month time line upon receipt of the grant proceeds whereupon trail easements and acquisitions for approximately eighty (80) properties along the 8.7 miles of trails through the Tri-Cities will need to be completed. This portion of the CTT starts near N. Stanly High School in New London and ends on Glenmore Road in Misenheimer. Riemann will periodically report back to Council regarding his status of securing the trail route.

Council extended their appreciation for Riemann's hard work along with that of Richfield and New London to secure this grant to continue the work to make the CTT a reality in our communities.

Administrative Report-January 2014 (Mayor, Council, Administrator & Police Chief):

Mayor Herron advised Council that the School of Government's Newly Elected Mayors training scheduled for 1/30/14 had been cancelled due to weather and has not yet been rescheduled. In addition, the Stanly County Liaison dinner to have been hosted by Misenheimer on 1/28/14 was also cancelled due to weather.

M. Edquist, Finance Officer, advised Council that he had rescheduled his School of Government Essentials of Municipal Government two (2) day course to the Hickory location on 2/19-2/20/14.

Chief McGinnis advised Council that he had recently attended the annual Chiefs of Police conference in Cherokee. He also advised Council regarding the following:

- Stanly County Chiefs of Police had met to discuss the status of the radio conversion. There is no specific conversion time table affecting the Village at this time.
- MPD is working with the property owners regarding the Matton's Grove Church Road flood plain situation.
- A candidate has been identified and qualifications are being validated for a part time officer to take the place of Officer Helms' prior part time position that was vacated when he became a full time officer. He is certified as a firearms and Taser instructor which will be beneficial to the MPD.
- There are no items of note on the January 2014 Police Report.

Humphrey, Administrator, advised Council regarding the following:

- The Community Building passed its final inspections from the Stanly County Central Permitting Department.
- The Community Building fire place was cleaned and inspected. Minor fire box repairs were made to pass the inspection. The Chimney Masters recommended that other repairs/improvements be made to ensure the continued safe use of the fire place totally approximately \$1,220. M. Edquist, Finance Officer, will review their recommendations and advise Council regarding his thoughts for some or all of the recommended repair/improvements.
- She requested that Council review all of the future meeting dates and advise her regarding their attendance intentions.
- She also advised that the Spring 2014 Newsletter will be compiled soon listing the Spring 2014 Bulk Waste and Limb separate waste pickup dates.

FY 13/14 Financial Status-Unaudited at 1/31/14: M. Edquist, Finance Officer, advised Council that the figures prepared by Humphrey, Administrator/Clerk, were unaudited. The General Fund balance at 1/31/14 was \$470,326 and the restricted Powell Bill Fund Balance was \$28,321. Revenues and Expenditures reported are for the seven (7) months of FY 13/14 ending on 6/30/14. A review of budgeted amounts left to be received and left to spend are being performed by staff and will be discussed at the next Council meeting.

FY 14/15 Budget Preparation and Time Table: Humphrey, Administrator, advised Council that the FY 14/15 Budget planning has begun. She presented Council with a document and planning schedule (the document was mislabeled as

FY 2013/2014 Budget Preparation and should be labeled as FY 2014/2015 Budget Preparation) requesting their review and discussion at the 3/10/14 Council meeting. The Village is currently receiving and requesting information to assist in the preparation of the FY 2014/2015 proposed Budget.

06/30/14 Audit Request for Qualification/Proposal & Process Status: Humphrey, Administrator/Clerk, advised Council that she had been researching the proper process to determine how to solicit qualifications and quotes (RFQ/RFP) for the 6/30/14 audit. The Local Government Commission (LGC) provided a template RFQ/RFP document for use. Other municipalities call potential CPA firms that perform municipal audits asking them if they would be interested in quoting the audit and then provide them pertinent information for them to prepare a RFQ/RFP. She advised that she has researched the NC Department of State Treasurer to determine auditors utilized by other Stanly County municipalities.

She advised that she and M. Edquist, Finance Officer, will evaluate RFQ/RFP's obtained and present a recommendation to Council at the April 14, 2014 Council meeting.

Merner Terrace Improvement NCDOT/Pfeiffer University/Village Discussion Update: Chief McGinnis advised Council that he had met with the NCDOT Division 10 staff and Pfeiffer University to review possible safety improvements to Merner Terrace. A traffic study is currently being performed by NCDOT to gather traffic data. Chief McGinnis has contacted Representative Justin Burr's office to inquire about possible funding options for the road improvements. Pfeiffer University is also researching funding availability to potentially contribute to the road improvement. Possible Merner Terrace road improvements discussed were the following:

- Adjust the Pfeiffer University parallel parking configuration
- Include a small traffic circle at the intersection of Merner Terrace and Ward Drive
- Consider an additional raised pedestrian crossing

Compression Braking Ordinance Process Update: Chief McGinnis advised Council that he continues to work on fine enforcement and collection by the Clerk of Court. The signage could be fabricated by the City of Albemarle sign shop.

Village Street Signage Update: Chief McGinnis advised that the Village has been working with the City of Albemarle sign shop to quote the sign blades, lettering, and pole hardware needed to replace all of the signs in the Village. The estimate came in close to the \$3,000 budgeted for FY 13/14. Chief McGinnis advised that he would authorize for the sign order to be placed with the City of Albemarle and that installation should be complete within 30-60 days from receipt of the materials.

Gladstone Academy-Update and Committee Meeting Update: The Committee's next meeting is scheduled for Monday, 2/24/14 at 6PM at the Community Building. M. Edquist, Committee Member, was provided the soil testing for the Gladstone Academy property so that he can review it and advise the Committee regarding possible septic capacity and impact toward parking on the open lot. Jonathan Hutchinson, Committee member and Pfeiffer University Archivist, has been continuing his historical research. Jack Kiser, retired Planner with the City of Gastonia, will visit the Gladstone Academy property prior to the Committee meeting. He will then attend the Committee meeting to advise the Committee regarding his thoughts about potential usage of the historic property.

Gulledge requested Humphrey, Administrator/Clerk, to advise Council of his concern with the state of some of the current window coverings for the Gladstone Academy building. The plywood has begun to bow and the window coverings can fall out of the window opening thus allowing access and weather conditions to affect the inside of the building. Terry Wilbur with Faust Restoration advised that his recommended next restoration phase totaling approximately \$28,000 included approximately \$21,000 for windows and screens. M. Edquist, Council member and Gladstone Academy Research Committee member, advised that he will research window options as the Committee continues to discuss utilization of the Gladstone Academy property.

Other Business: P. Edquist requested that staff research the 6/30/12 unpaid property tax balance of approximately \$2,053 included in the 6/30/13 audited financial statements presented to Council at the 1/13/14 Council meeting. Humphrey, Administrator/Clerk inquired with the Stanly County Tax Department (who collects property taxes on behalf of the Village) requesting a detail report of the unpaid taxes. The County was able to request a custom report listing the taxpayer detail regarding unpaid tax amounts. The County will continue collection efforts. In addition, the unpaid taxes will be published in the Stanly News and Press newspaper in March 2014.

Humphrey, Administrator/Clerk, obtained current bank CD rates and forwarded them to M. Edquist, Finance Officer, for his review and comment as requested by P. Edquist at the 1/13/14 Council meeting.

Humphrey, Administrator/Clerk, obtained a revised Village entrance sign estimate to consider other sign options and provided them to M. Edquist, Finance Officer for his review and comment as requested at the 1/13/14 Council meeting. Mayor Herron requested that staff consider a backlit sign design and provide this information at the 3/10/14 Council meeting.

Adjournment: Council adjourned the meeting at 7:30 PM.

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Mayor or Presiding Official	Date	Pam M. Humphrey, Administrator/Clerk	Date

The next Council Meeting is scheduled for Monday, March 10, 2014 at 6PM at the Community Building.
The next Planning Board Meeting is scheduled for Thursday, February 27, 2014 at 6PM at the Community Building.
The next Board of Adjustment Meeting is scheduled for Thursday, February 27, 2014 at 6PM at the Community Building.