

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

**Council Present:** Michael (Frizbee) Herron, Mayor  
Michael Burrage, Mayor Pro Tem  
Micah Edquist, Finance Officer  
Jim Gulledge (Departed 7:50PM)  
Peter Edquist (Arrived 6:20PM)

**Visitors Present:** Shannon Beamon, SNAP  
Brinkley Johnson, Pfeiffer student  
Katherine Deeck, Pfeiffer student  
Chief David Isenhour, RMFD

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

**Call to Order:** Mayor Herron called the Council meeting to order at 6:05 PM declaring a quorum present.

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

**Ethics Statement:** Humphrey, Administrator, 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.

**Approval of 3/10/14 Council Meeting Agenda:** M. Edquist made a Motion to approve the meeting Agenda as presented with the following modifications: Add Agenda Item 7.1 for Chief Isenhour to present the 2013 Richfield Misenheimer Fire Department (RMFD) 2013 Report, add Agenda Item 11.1 to review and consider for approval an amendment to the FY 13/14 Budget Ordinance, and add Agenda Item #18.1 to discuss sending a letter to Stanly County requesting discussions related to considering sewer services for the Village. Gulledge seconded the Motion and it was approved by a vote of 4/0 (P. Edquist had not arrived to the meeting for this vote).

**Approval of 2/10/14 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 4/0 (P. Edquist had not arrived to the meeting for this vote).

**Public Comment Period:** Brinkley Johnson and Katherine Deeck, Pfeiffer University students, requested that Council consider partnering with the University in providing a monetary sponsorship for a local cultural and recreational event. The Relay for Life event is scheduled for April 11-12, 2014 and will be open to the community. Gulledge made a Motion to provide a \$350 sponsorship for the cultural and recreational event pending final advisement from legal counsel. M. Edquist seconded the Motion and it was approved by a vote of 4/0 (P. Edquist had not arrived to the meeting for this vote).

**Chief Isenhour Presentation of 2013 RMFD Report:** Chief Isenhour presented the 2013 RMFD Report to Council. Village incidents were slightly down from 2012. Chief Isenhour commented that he plans to serve as Chief until a replacement is announced. Mayor Herron thanked Chief Isenhour for his service to the community. Chief Isenhour joined the RMFD in 1976 and has served as its Chief since 2000.

**Carolina Thread Trail (CTT) Update:** Chief McGinnis, member of the Tri-Cities (Misenheimer, Richfield, and New London) Carolina Thread Trail (CTT) Committee, advised Council that the three (3) municipalities had an organizational meeting on 2/25/14. Former Misenheimer Mayor Riemann was elected to fill the Committee Chair position and former New London Mayor Gaddy was elected fill the Committee Vice Chair position. The CTT's corridor is approximately 95% mapped out. The recent \$100,000 grant from the Foundation for the Carolinas is to be utilized to acquire easements and land for the trail route. The approximately nine (9) mile trail route will start in New London at N. Stanly High School and end in Misenheimer at Glenmore Road. It is intended that a separate grant request will be submitted to assist in the

construction of the trail route. It is also anticipated that maintenance of the constructed trail route will be maintained by a 501(c)(3) organization along with volunteers.

**CONNECT Our Future Update:** Mayor Herron advised Council that he had attended the CONNECT Policy Forum (for elected officials) meeting in Charlotte on 2/25/14. The approximately eighteen (18) month old two (2) state and fourteen (14) county regional growth study project is evaluating four possible (4) regional growth scenarios. There is also a County Forum scheduled for Wednesday, 3/12/14 at the Stanly County Agri-Civic Center and all are invited to attend.

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

Mayor Herron advised Council that the School of Government's Newly Elected Mayors training has been rescheduled to 3/25/14. The Mayor also advised Council that the Planning Board is making good progress to finish up the review and revision of the current Zoning Ordinances. The review has been facilitated by D. Fencl with the NC Department of Commerce. P. Edquist asked if the current Zoning Ordinances will be marked up so that the modifications will be easily noted. Humphrey, Administrator, responded that the current Zoning Ordinances were not the starting point for the revisions. She did indicate that she would coordinate with D. Fencl, NCDOC, to have him prepare a summarization of the modifications from the current to the proposed revised Zoning Ordinances.

M. Edquist, Finance Officer, advised Council that he had attended the School of Government Essentials of Municipal Government two (2) day course in Hickory on 2/19-2/20/14. He noted that the course was very informative and beneficial to his role as an elected official representing the Village. He recommended that other Council members consider training available at the School of Government.

P. Edquist advised Council that the Stanly County Convention and Visitors Bureau (CVB) announced at their last meeting that they are considering allocating up to \$25,000 to support the design of five (5) baseball fields near the old mill property on US Highway 52 in Albemarle.

Chief McGinnis advised Council regarding the following:

- There were less traffic calls per the Monthly Police Report for February 2014 due to the inclement weather.
- He also advised that RMFD could possibly assist in the new radio training. Tower locations are being secured.
- MPD is working with the lessors regarding the Matton's Grove Church Road flood plain situation.

Humphrey, Administrator, requested that Council review the upcoming meeting dates listed on the Administrative Report and advise her regarding attendance availability.

**FY 13/14 Financial Status-Unaudited at 2/28/14 & FY 13/14 Remaining Budget Discussion:** M. Edquist, Finance Officer, advised Council that the figures prepared by Humphrey, Administrator, were unaudited. The General Fund balance at 2/28/14 was \$477,150 and the restricted Powell Bill Fund Balance was \$28,324. Revenues and Expenditures reported are for the eight (8) months of FY 13/14 that will end on 6/30/14. The fund balance as of 2/28/14 was reduced by \$3,419 as fiscal year-to-date revenues received were less than fiscal year-to date expenditures paid.

M. Edquist, Finance Officer, advised Council that the following FY 13/14 General Government Expenditure Budget Amendments had not been spent as of 2/28/14:

- Carolina Thread Trail (CTT) 501(c)(3) Accounting fees \$1,200 (Will check with the Tri-Cities CTT Committee)
- Gladstone Covenants with Preservation NC \$5,000 (Will check with the Gladstone Committee)

In addition, M. Edquist, Finance Officer, presented the following FY 13/14 Transportation-Unrestricted Expenditures that have not been expended at 2/28/14:

- Village Entry Signs \$4,000

Council discussed the need for additional signs other than the NCDOT provided green signs designating the Village limits. Burrage indicated that the NCDOT signs were sufficient. Herron commented that additional entry signs would assist in

the “Front Porch” branding of the Village. Gulledge remarked that signs in a college town can be considered a “prized” possession therefore susceptible to theft. Council requested that staff provide additional details regarding the possible location for placement of signs, the quantity of signs to be installed, and the cost and design of proposed signage to be presented at the April 14, 2014 Council meeting.

- Gravel for Community Building Parking Lot \$ 650

P. Edquist made a Motion to purchase \$650 worth of gravel approved in the FY 13/14 Budget for the Community Building parking lot. Gulledge seconded the Motion and it was approved by a vote of 5/0.

Council requested that E. McGinnis, Flood Plain Administrator, determine if the \$500 for flood plain grading would occur before the end of FY 13/14.

M. Edquist, Finance Officer, advised Council that there is approximately \$1,174 available to spend in the General Government-Repairs and Maintenance-Community Building Expenditure account. He indicated that we were advised that the fireplace and chimney needed repairs after it was recently cleaned and inspected. P. Edquist made the Motion to allocate the remaining unspent budget amount of \$1,174 to be utilized to have the fireplace and chimney repaired. M. Edquist seconded the Motion and it was approved by a vote of 5/0.

M. Edquist, Finance Officer, made a Motion to move the remaining unspent budget amount of \$759 from General Government-Elections Expense to General Government Training. P. Edquist seconded the Motion and it was approved by a vote of 5/0.

M. Edquist, Finance Officer, commented that he recently learned at his School of Government Essentials of Municipal Government class that the recommended Fund Reserves usually run in the 8-30% range. The Village has an unappropriated Fund Balance greater than the maximum recommended range that could be considered for approved and allowable investment options. Humphrey, Administrator/Clerk, has been gathering information from local banks and other institutions to provide information to the Finance Officer for his review.

**FY 14/15 Budget Preparation Guidance and Discussion:** Humphrey, Administrator, requested that Council provide input regarding the preparation of the draft of the proposed FY 14/15 Budget that will be presented at the Monday, April 14, 2014 Council meeting. Council advised staff to consider the following possible items which are in no order of priority:

- Police Officer compensation rates
- Health Insurance rate impacts starting 12/1/14
- Eliminate/minimize impacts toward reducing the current Fund Balance
- Continued Restoration of Gladstone Academy
- Prepare FY 14/15 Budget evaluating it with no increase in the current property tax rate of .22 per \$100
- Include 7/1/14 renewal of the Pfeiffer University Contract for Police Services

**06/30/14 Audit Request for Qualification/Proposal & Process Status:** Humphrey, Administrator, advised Council that she had contacted audit firms that perform audits for nearby municipalities to determine their interest in quoting on the Village’s 6/30/14 audit. Firms were sent a copy of the 6/30/13 Audit Report and pertinent Village information. Firms were requested to have responses returned to the Village by 3/31/14. It is intended that Humphrey, Administrator/Clerk and M. Edquist, Finance Officer, will review the responses and make a recommendation to Council at the 4/14/14 or 5/12/14 Council meeting.

**Merner Terrace Improvement NCDOT/Pfeiffer University/Village Discussion Update:** Chief McGinnis advised Council that he is awaiting a response from the NCDOT Division 10 staff.

**Compression Braking Ordinance Process Update:** Chief McGinnis advised Council that he has contacted Stanly County’s sign shop to fabricate the signage.

**Village Street Signage Update:** Chief McGinnis advised Council that the Village street signs have been ordered with Stanly County's sign shop. MPD hopes to have the signs installed during April 2014.

**Gladstone Academy Research Committee (GARC) Update:** Jim Gullede, Council Member and GARC Committee Chair, reported to Council that the Committee has been making progress toward researching and analyzing possible uses for the Gladstone Academy historical property. Jack Kiser, retired Planner with the City of Gastonia, volunteered his time to visit the Gladstone Academy property. He noted that he was impressed with the Village's restoration efforts to date. The property has been preserved so as to minimize further deterioration from the elements. He indicated that in his experience that there is little federal or state funding currently available for the restoration of historic properties. Securing private funding sources through contributions and/or grants would be the more likely avenue for raising additional restoration funding. In addition, the Village may consider funding additional restoration efforts.

Mr. Kiser advised the Committee that he was concerned about the health of the white oak tree closet to the building. He suggested that an arborist be engaged to determine the health of the tree. P. Edquist made the Motion to secure an arborist at an approximate cost of \$60 to determine the health of the tree. Burrage seconded the Motion and it was approved by a vote of 5/0.

Gullede advised Council that the Committee voted unanimously at their Monday, February 24, 2014 meeting to request that Council consider funding the next restoration phase (windows (estimated at \$21,000) and handicap access ramp (estimated at \$7,000)). Completing this phase will put the property closer to being able to be utilized for functions. Burrage commented that funding available for the Gladstone Academy property should be utilized for restoration efforts. Gullede commented that the Village should consider a privacy planting of shrubbery on both neighboring sides of the Gladstone Academy property. Humphrey, Administrator, will research possible shrubbery options and cost estimates.

Humphrey, Administrator, advised Council that Jack Kiser suggested that Gladstone Academy could be listed on the NC Film Registry. Council preferred to not list the property at this time.

The Committee's next meeting is scheduled for Monday, 4/7/14 at 6PM at the Community Building.

**Other Business:** Per the Amended Agenda, Council discussed what process could be followed to determine options for the feasibility of bringing sewer services to the Village. Council instructed staff to draft a letter to the County Manager that would be reviewed at the Monday, April 14, 2014 Council meeting.

**Adjournment:** Council adjourned the meeting at 8:03 PM.

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Mayor or Presiding Official

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Date

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Pam M. Humphrey, Administrator/Clerk

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Date

**The next Council Meeting is scheduled for Monday, April 14, 2014 at 6PM at the Community Building.**

**The next Planning Board Meeting is scheduled for Thursday, March 20, 2014 at 6PM at the Community Building.**

**The next Board of Adjustment Meeting is scheduled for Thursday, April 10, 2014 at 6PM at the Community Building.**