

**Village of Misenheimer  
Council Meeting Minutes  
Community Building  
July 14, 2014 6PM**

<b>Council Present:</b>	Michael Herron, Mayor Micah Edquist, Finance Officer Judy Hammill Peter Edquist	<b>Staff:</b>	Pam Humphrey, Administrator
<b>Council Absent:</b>	Mike Burrage, Mayor Pro Tem	<b>Visitors:</b>	Shannon Beamon, SNAP David Fencl, NC Department of Commerce Jeff Watson Jon Palmer, AIA

**Call to Order:** Mayor Herron called the meeting to order at 6:04 PM with a Council quorum being declared present.

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

**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:** The Visitors and Staff as noted above were welcomed to the meeting.

**Approval of 7/14/14 Council Agenda:** M. Edquist made a Motion to approve the Agenda as presented. Hammill seconded the Motion and it was approved by a vote of 4/0.

**Approval of 6/23/14 Council Minutes:** M. Edquist made a Motion to approve the 6/23/14 Regular Session Minutes as presented. P. Edquist seconded the Motion and it was approved by a vote of 4/0. M. Edquist made a Motion to approve the 6/23/14 Closed Session Minutes as presented. P. Edquist seconded the Motion and it was approved by a vote of 4/0.

**Public Comment:** No comments were requested to be made.

**Gladstone Academy Research Committee (GARC) Update:**

- **7/7/14 GARC Meeting Recap:** M. Edquist, Committee member, advised Council that the GARC had last met on Monday, 7/7/14. Their next meeting is planned for Monday, 8/4/14.
- **Recommendation to Hold Fall 2014 Village BBQ at Gladstone Academy:** Hammill, Committee member, advised Council that the GARC continues to recommend that the Fall 2014 cookout be held outdoors at the Gladstone Academy property weather permitting on Saturday, 9/13/14 from 11AM-1PM. The windows should be installed before that date and it will generate attention to the recent restoration efforts completed and the restoration efforts on the drawing board. The Community Building will be utilized as an alternate event location in the event of inclement weather. Portable toilets will be required to be rented for the day at the Gladstone Academy property. Requests for free musical entertainment are being made. The picnic tables at the Community Building will be moved to the Gladstone Academy property for the event. Shading via umbrellas and tents will be researched. Bud's Bodacious BBQ has quoted prices for pork BBQ (\$10.25/plate) or hot dogs & hamburgers (\$8.00/plate). The \$2.25 per plate menu selection difference may allow more attendees if hot dogs & hamburgers are selected. M. Edquist made the Motion to hold the Fall 2014 Cookout event at the Gladstone Academy property weather permitting on Saturday, 9/13/14 from 11AM-1PM. Hammill seconded the Motion and it was approved by a vote of 4/0. The GARC will develop additional event information to discuss at the 8/11/14 Council meeting.
- **Recommendation of Architectural Contract for Design Study:** M. Edquist, Committee member, advised Council that the GARC unanimously agreed at their 7/7/14 meeting to recommend to Council to review and approve the Gladstone Academy design contract with Jon Palmer, AIA as presented.

- **Discussion Regarding Design Contract-Jon Palmer, AIA:** Jon Palmer, AIA, advised Council that he bases his contract estimates on the prior history of previous similar design engagements. He also plans for multiple design plan scenarios to be documented and considered. The Village has included \$5,000.00 in their FY 14/15 Budget for the design study. Mr. Palmer estimated that the design study would require approximately \$6,000.00. In addition, the maximum design study amount is estimated to not exceed \$8,000.00. However, Mr. Palmer indicated that he was estimating that the design study could be completed for \$6,000.00. M. Edquist advised Council that a \$1,000.00 FY 14/15 Budget line item transfer in the General Government Budget would be required to be approved thus reducing the restoration effort total from \$20,063.00 to \$19,063.00. Since the window restoration work was completed for much less than originally budgeted, there is room for adjustment to the restoration budget line item total amount.
- **Consideration for Approval Regarding Design Contract with Jon Palmer, AIA:** M. Edquist made a Motion to approve the design study contract with Jon Palmer, AIA, as presented for \$6,000.00 and to approve a FY 14/15 General Government Budget line item transfer of \$1,000.00 from the Gladstone Academy Restoration line item to the Gladstone Academy Architectural Design Study line item therefore increasing it from \$5,000.00 to \$6,000.00. Hammill seconded the Motion and it was approved by a vote of 4/0.

### **Administrative Report-June 2014 (Mayor, Police Chief, and Administrator)**

**Mayor:** Attended 7/14/14 CONNECT webinar

#### **Police Chief: (Chief McGinnis was unable to attend the Council meeting)**

- Nothing of note on the June 2014 Police Report
- Proposed Merner Terrace improvements were received from the NCDOT & are to be reviewed with Pfeiffer University

**Administrator:** Reminded Staff and Council to look at the upcoming dates and advise her regarding your availability for attendance status.

**FY 13/14 Financial Status-Unaudited at 6/30/14:** M. Edquist, Finance Officer, reported to Council that the bank statements balances at 6/30/14 were as follows:

- General Fund                 \$472,800
- Powell Bill Fund             \$ 28,331
- Carolina Thread Trail     \$ 25,000 (Grant Funds)

Humphrey, Administrator, advised that she is in the process of closing out FY 13/14 and the 6/30/14 financial reports will be forthcoming. Preparations are underway for the 6/30/14 audit.

**Review of Proposed Zoning Ordinances and Subdivision Ordinance Updates-Facilitated by David Fencl, NC Division of Community Assistance:** At the 4/14/14 Joint Council/Planning Board meeting, the Planning Board had recommended to Council to review and approve the revisions that they had recommended for the Village's Zoning Ordinances and the Subdivision Ordinance. The Planning Board had been meeting with Mr. Fencl for approximately 1 ½ years reviewing and considering updates and modifications to the Zoning Ordinances and Subdivision Ordinance enacted in 2003 upon incorporation of the Village. Mac McCarley, Village Counsel, has reviewed the proposed revised Zoning Ordinances and the Subdivision Ordinance recommending verbiage modifications from a legal perspective. Mr. Fencl and Chief McGinnis, Zoning Officer, have reviewed the recommended legal verbiage modifications and concur with the recommended modifications as the spirit of the Ordinance modification is not altered.

Mr. Fencl responded to the following questions from Council members:

- M. Edquist asked about the recommended legal verbiage modification pertaining to proposed Section 12.1 (I) (4)-Board of Adjustment Rules of Procedure. Mr. Fencl concurred with Counsel that the legal verbiage needed to be modified.
- M. Edquist asked about the recommended legal verbiage modification pertaining to proposed Section 7.3 (D)-Location of Off-Street Parking Areas. Mr. Fencl responded that he had not made this modification as a rural

community may be more inclined to have residents with boats, etc. stored on their property in residential districts.

- P. Edquist asked about modifying Ordinances to accommodate a new business. Mr. Fencil responded that if the use is permitted that it is a better practice to consider the need to revise the entire Ordinance vs. waiving or granting a variance for a single use consideration.
- Mayor Herron commented that some parcels may possibly not be zoned under the best zoning designation. Mr. Fencil responded that review of zoning designations can be facilitated by the Planning Board who can study possible zoning designation modifications and recommend them to Council for their review and consideration.
- Mayor Herron asked about a possible change in proposed Section 8.11 (E)-Outdoor Lighting Prohibitions where the lighting of the US flag was required to be downward lit in order to comply with US flag night lighting etiquette and to keep the Village skies dark. He also commented that this request is not specifically related to flag lighting as opposed to maintaining dark skies over the Village to discourage light pollution. P. Edquist commented that any currently upward lit US flags would be grandfathered upon approval of the proposed revised Ordinance.
- M. Edquist made a Motion to revise proposed Section 8.11 (E) to read that all upward lighting is prohibited and to approve all other revised proposed Zoning Ordinances and the Subdivision Ordinance as presented and to schedule a Public Hearing on Monday, 9/8/14 at 6PM at the Community Building. Hammill seconded the Motion and it was approved by a vote of 4/0.

**Other Business:** There was no other business to discuss.

**Adjournment:** The meeting was adjourned at 7:54PM.

**The next Council Meeting is scheduled for Monday, August 11, 2014 at 6PM at the Community Building.**

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Mayor	Date	Pam M. Humphrey, Administrator/Clerk	Date