

**Village of Misenheimer
Council Meeting Minutes
Community Building
October 13, 2014 6PM**

Council Present: Michael Herron, Mayor
Mike Burrage, Mayor Pro Tem
Micah Edquist, Finance Officer

Staff: Pam Humphrey, Administrator

Council Absent: Judy Hammill
Peter Edquist

Visitors: Shannon Beamon, SNAP

Call to Order: Mayor Herron called the meeting to order at 6:05 PM with a 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 10/13/14 Council Agenda: M. Edquist made a Motion to approve the Agenda as presented. Burrage seconded the Motion and it was approved by a vote of 3/0.

Approval of 9/08/14 Council Minutes: M. Edquist made a Motion to approve the Council Minutes as presented. Burrage seconded the Motion and it was approved by a vote of 3/0.

Approval to Unseal Closed Session Minutes:

12/09/13: M. Edquist made a Motion to unseal the Closed Session Minutes as presented. Burrage seconded the Motion and it was approved by a vote of 3/0.

01/13/14: Burrage made a Motion to unseal the Closed Session Minutes as presented. M. Edquist seconded the Motion and it was approved by a vote of 3/0.

Public Comment: No comments were requested to be made.

Gladstone Research Committee (GRC) Update:

- **Fall 2014 Village Cookout held Sat, 9/13/14 11-1:** M. Edquist, GRC member, advised Council that the event was well received. The Village extends their appreciation to Monks Band for providing the music, Bud's Bodacious BBQ for preparing the food, and to Terry Wilbur, Faust Restoration, for donating a bell to Gladstone. Senator Gene McLaurin came from Rockingham to attend the event.
- **UMW Tour of Gladstone planned for Sat, 10/18/14 2PM:** Humphrey advised Council that Jonathan Hutchinson, Pfeiffer University Archivist, and/or Judy Hammill (GRC member) will provide a short tour of the property.
- **Authorize Gladstone Roof Repairs-\$1,200.00 by Terry Wilbur, Faust Restoration:** Burrage made the Motion to approve the Gladstone roof repairs for \$1,200.00. M. Edquist seconded the Motion and it was approved by a vote of 3/0. No FY 14/15 Budget Amendment is required.
- **Gladstone Architectural Design Review and GAC Recommendation:** M. Edquist advised Council that the GRC had voted to approve Building Design #5 and Site Plan #5. The documents referenced herein were presented to Council for their review and consideration. M. Edquist made the Motion to accept the GRC's recommendation for the Gladstone conceptual design included in Building Design #5 and Site Plan #5. Burrage seconded the Motion and it was approved by a vote of 3/0.
- **Discussion Regarding Possible NC PARTF Grant Submission February 2, 2015:** Humphrey, Administrator, advised Council that continued research indicates that the Village could qualify for a NC PARTF grant. The regional Recreation Resource Representative (RSS) visited Gladstone on 9/16/14. Humphrey listed the

following NC PARTF grant commitments that the Village would have to comply with if awarded NC PARTF grant funds:

- A municipality must have ownership of the site, must match NC PARTF grant funds at 100% over a three (3) year period, and must maintain the recreational elements developed with NC PARTF grant funds for a period twenty-five (25) years.
- Grant requests can be for no more than \$500,000 with a \$500,000 municipal match.
- Grants for \$250,000 or less will be given special consideration along with a grant application for a first time park.
- Recreational elements may include improvements to an existing structure to be utilized for recreation, an addition of a recreational support structure housing restrooms, a picnic shelter, playground equipment, a minimum of a ¼ mile recreational trail, ball fields, etc. RSS recommends funding at least three (3) recreational elements in the grant application.
- The grant application is to be submitted by 2/2/15. Funds will be awarded July 2015 and advanced October 2015.
- The grant application is based upon a point system.
- RSS requires public input via surveys, public meetings, and civic engagement.

Burrage made a Motion to accept the NC PARTF grant requirements as noted above and to apply for up to a \$200,000.00 matching grant pending the project estimate to be provided to Council. Herron seconded the Motion and it was approved by a vote of 3/0.

Humphrey, Administrator, advised Council that the Village is scheduled to meet with Annabelle Morgan from Oakboro on 10/14/14 to discuss her volunteer involvement in preparing the NC PARTF grant application. Ms. Morgan has been involved in preparing NC PARTF grant applications for Oakboro and successfully receiving grant funding. Former Mayor Riemann has also volunteered to assist in the grant preparation.

Humphrey, Administrator, advised Council that application for a NC PARTF grant requires an environmental review to be performed by the NC State Office of Historic Preservation (NCSOHP) at no cost to the Village since the structures on the property are greater than fifty (50) years old. Burrage made a Motion to direct staff to prepare the NCSOHP Project Review Request. M. Edquist seconded the Motion and it was approved by a vote of 3/0.

Humphrey, Administrator, advised Council that application for a NC PARTF grant gives points preference for completion of a Village Parks and Recreation Master Plan. The Village's 2003-2013 Land Use Map indicates possible locations for park and recreation. In addition, a Stanly County Recreation Master Plan prepared in the late 1990's references the need for a civic park located in our area of the county. While these existing planning documents provide a good reference, they are not specific to a citizen driven Village specific Parks and Recreation Master Plan. M. Edquist made a Motion to authorize staff to prepare a Village Park and Recreation Master Plan-Phase 1-Gladstone. Burrage seconded the Motion and it was approved by a vote of 3/0.

Humphrey, Administrator, advised Council that if surveying and architectural services are required for NC PARTF grant preparation, that authorizing a Mini Brooks Exemption would be advisable to be able to continue to utilize the vendors that have already been involved with the Gladstone property.

M. Edquist made a Motion to approve a Mini Brooks Exemption pursuant to NC G.S. 143-64-31 for possible surveying services for preparation for the NC PARTF grant application for Barrett D. Eatman. Burrage seconded the Motion and it was approved by a vote of 3/0.

M. Edquist made a Motion to approve a Mini Brooks Exemption pursuant to NC G.S. 143-64-31 for additional architectural services totaling \$500.00 for preparation of a site plan meeting the NC PARTF grant requirements for Jon E. Palmer, AIA. Burrage seconded the Motion and it was approved by a vote of 3/0. No FY 14/15 Budget Amendment is required.

Humphrey, Administrator, advised Council that two (2) public meeting/hearing dates need to be scheduled to gather citizen input related to Village parks and recreation planning. Council agreed to Sunday, 12/7/14 from 2-3:30PM and Monday, 1/12/15 at 6PM.

Humphrey, Administrator, advised Council that at least two (2) civic group presentations will need to be made regarding the Village parks and recreation master planning. She agreed to research appropriate civic groups that could be contacted for a presentation.

Humphrey, Administrator, advised Council that a citizen survey is required to prepare the Village parks and recreation master plan. Centralina Council of Governments (CCOG) provided a quote to prepare the survey and to tabulate and report the results for \$1,500.00. Burrage made the Motion to approve that the CCOG assisted the Village with the parks and recreation citizen surveys. M. Edquist seconded the Motion and it was approved by a vote of 3/0. No FY 14/15 Budget Amendment is required.

Humphrey, Administrator, advised Council that ownership of the Gladstone properties is required to be certified by an attorney as part of the NC PARTF grant application process. M. Edquist made a Motion to approve that the Village Attorney certifies the Village's ownership of the Gladstone property. Burrage seconded the Motion and it was approved by a vote of 3/0.

If the NC PARTF grant is awarded to the Village, up to 50% of the expense of grant preparation is reimbursable for up to 20% of the cost of the total project with a maximum reimbursement of \$200,000.00.

Administrative Report-September 2014 (Mayor, Police Chief, & Administrator)

Mayor: Was unable to attend scheduled meetings due to transportation difficulties.

Police Chief: (Unable to attend Council Meeting)

- September 2014 Police Report submitted for Council's review
- Chief McGinnis is currently reviewing a candidate for a part time officer position. This part time position would fill in as needed.

Administrator: She reminded Council to review the upcoming meeting and dates of interest on the Administrative Report and to advise her regarding attendance.

Premium Only Plan Transition Amendment for December 2014 Dependent Insurance: The Amendment is required to allow employees participating in optional dependent insurance coverage to allow their December 2014 deduction to retain a pre-tax status. Burrage made a Motion to approve the Amendment. M. Edquist seconded the Motion and it was approved by a vote of 3/0.

Village Web Site Update Approval and Process: Humphrey indicated that with the work required to prepare the NC PARTF grant package due 2/2/15 that she could not start with updating the web site with the vendor until February 2015. M. Edquist made the Motion to defer the web site updating until February 2015. Burrage seconded the Motion and it was approved by a vote of 3/0.

FY 13/14 Financial Status-Unaudited at 9/30/14: Humphrey, Administrator, reported to Council that the bank statement balances at 9/30/14 were as follows:

- General Fund \$473,809
- Powell Bill Fund \$ 28,337
- Carolina Thread Trail \$ 18,643 (Grant Funds)

Other Business:

- **Internet Link Request from SR Education Group:** M. Edquist made a Motion to decline the request to provide a Village web site link to SR Education Group as the Village currently does not provide this request for other vendors. Burrage seconded the Motion and it was approved by a vote of 3/0.
- **Offer Welcome Banner to be Hung in Pfeiffer University Gym:** Herron requested to determine if the Village seal could be added to the existing banner. Council's consensus was that the offer could be made to the University to determine their interest exclusive of a sponsorship fee.
- **Use of Community Building for Funeral Function with Little Notice from the Village Church:** Burrage made the Motion to authorize the Chief of Police and/or the Village Administrator to use their discretion to approve a requested use for a funeral function with the usage to be charged at least \$30 to cover the cost of cleaning the Community Building. M. Edquist seconded the Motion and it was approved by a vote of 3/0.
- **Other Business:** M. Edquist advised Council that the Pickler farm land on the Barringer Mine property was recently listed for sale for approximately \$2.4MM.

Adjournment: The meeting was adjourned at 7:50PM.

The next Council Meeting is scheduled for Monday, November 10, 2014 at 6PM at the Community Building.

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Mayor	Date	Pam M. Humphrey, Administrator/Clerk	Date