

**Village of Misenheimer
Council Meeting Minutes
Community Building
December 8, 2014 6PM**

Council Present: Michael Herron, Mayor
Judy Hammill
Micah Edquist, Finance Officer

Staff: Pam Humphrey, Administrator
Visitors: Shannon Beamon, SNAP
Maxton McDowell, CPA

Council Not Present: Mike Burrage, Mayor Pro Tem
Peter Edquist

Call to Order: Mayor Herron called the meeting to order at 6:02 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 12/08/14 Council Agenda: M. Edquist made a Motion to amend the Agenda by adding an item under Other Business to make appointments for the Stanly County Convention & Visitors Bureau (CVB), the RRRPO Technical Coordinating Committee, and the Stanly County Community Development Block Grant (CDBG) Committee. Hammill seconded the amended Motion and it was approved by a vote of 3/0.

Approval of 11/10/14 Council Minutes: M. Edquist made a Motion to approve the Council Minutes as presented. Hammill seconded the Motion and it was approved by a vote of 3/0.

Public Comment: No comments were requested to be made.

FY 6/30/14 Audit Report Presentation by Maxton McDowell, CPA: Mr. McDowell advised Council that his firm had completed the audit for the year ending 6/30/14 making the following comments:

- A modified opinion was issued and is considered a “clean opinion”.
- The Management’s Discussion and Analysis (MD&A) was prepared by Village management.
- The Statement of Net Position (similar to a Balance Sheet) shows Cash and Cash Equivalents of approximately \$498K of which approximately \$460K is unrestricted. Restricted balances include \$39,471 (State requirement), \$28,331 (Powell Bill funds), and \$25,001 (Grant funds for the Carolina Thread Trail).
- The Village is in a good and solid financial state.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual show the Village in a good positive position with revenues being greater than expenditures.
- Regarding Notes to the Financial Statements:
 - The detail regarding capital assets includes the addition of the donated land valued at \$9,274.
 - Details regarding the previous installment purchase of the 2012 Dodge Charger are noted.
 - Other income includes court fees related to traffic tickets issued by the Village Police Department.
- The percentage of uncollected taxes at 6/30/14 improved from that at 6/30/13.
- The Management Comment pertaining to segregation of duties must be made since the Village employs only one employee to perform financial functions. Mr. McDowell recommended that the Village continue to review and implement improvements to existing internal controls.

M. Edquist made a Motion to accept the FY 6/30/14 audited financial report as presented. Hammill seconded the Motion and it was approved by a vote of 3/0.

Approval of 2015 Council Meeting Schedule: M. Edquist made a Motion to approve the 2015 Council Meeting Schedule where all meetings excluding June 2015 are to be held on the second Monday of the month at 6PM at the Community Building. Hammill seconded the Motion and it was approved by a vote of 3/0.

Gladstone Committee Update: (M. Edquist & J. Hammill-Appointed Gladstone Committee Members)

M. Edquist advised Council that the Gladstone Committee last met 12/1/14. A good discussion with the Committee ensued weighing the pros and cons of Council's 11/10/14 decision to not continue to prepare NC PARTF grant documents that would have had to be submitted by 2/2/15. It was discussed that hearing from the public on 12/7/14 and 1/12/15 at this juncture would be helpful to continue to analyze the possible utilization of the Gladstone property. Cost estimates are needed to continue discussions as well. More detail design specifications are necessary to obtain cost estimates. Humphrey, Administrator, advised Council that the architect has time within his contract to provide the final detail proposed Gladstone design.

Mayor Herron commented that not pursuing the NC PARTF grant at this time would give all involved more breathing room to continue discussions, review, and analysis.

Two (2) of the seven (7) Gladstone Committee members have advised the Village that they cannot continue to serve on the Committee. M. Edquist made a Motion to revise the Gladstone Committee Rules of Procedure to provide for five (5) members vs. seven (7). Hammill seconded the Motion and it was approved by a vote of 3/0. Humphrey, Administrator, will revise the Committee Rules of Procedure accordingly and provide them to the Committee when they schedule their next meeting.

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

Police Chief: (Unable to attend meeting)

- November 2014 Police Report submitted for Council's review
- Wesley Chapel Road is being patrolled more or speeders as requested

Administrator:

- She reminded Council to review the upcoming meeting and dates of interest on the Administrative Report and to advise her regarding attendance.
- New London has offered to partner with the Village and Richfield for a bagged leaf and limb pickup by Waste Management Sat, 1/17/15. Mayor Herron requested that 1/31/15 or 1/24/15 be considered instead. Humphrey, Administrator, will check back with New London.
- Captain J. Brady requested to use the Community Building at no charge on 1/30/15 & 1/31/15 for a free course required for hunting licensees. The course would be available to all in the surrounding community. Hammill made a Motion to allow Captain Brady to utilize the Community Building at no charge for the community event. M. Edquist seconded the Motion and it was approved by a vote of 3/0.
- Humphrey, Administrator, requested that Council suggest speaker candidates for the Stanly County Council of Government dinner to be hosted by the Village on 2/24/15. Council requested that Dr. Jerry Boone, Interim President of Pfeiffer University, be contacted regarding his availability.

FY 13/14 Financial Status-Unaudited at 11/30/14: M. Edquist, Finance Officer, reported to Council that the bank statement balances at 11/30/14 were as follows:

- General Fund \$462,267
- Powell Bill Fund \$ 35,422
- Carolina Thread Trail \$ 31,529 (Grant Funds)

Planning Board Input/Direction for the Thurs, 1/8/15 Meeting Regarding Updating the Village Land Use Plan and Map (Council reaffirmed in 2009): Humphrey, Administrator, advised Council that David Fencl, NC Department of Commerce planner/facilitator had taken a planning position with Guilford County effective 12/1/14 and would no longer be available to assist the Village with planning matters. Mr. Fencl had met with the Planning Board at their 10/9/14 meeting to facilitate the review/updating of the Village's Land Use Plan and Map. The Board had agreed to continue to

review and discuss possible updates to the documents at their 1/8/15 meeting. Other members of the NC Department of Commerce may be available to assist the Board if needed. In addition, Michael Sandy, Stanly County Planning Director, is available to assist the Village at a cost of \$40 per hour. M. Edquist volunteered to attend the next Planning Board meeting as a Council representative to assist in the review and discussion. Council advised that the next Planning Board meeting could be facilitated by Erik McGinnis, Zoning Officer.

Other Business:

- M. Edquist made a Motion to appoint Pam Humphrey-Primary and Erik McGinnis-Alternate to represent the Village at the NCDOT/RRRPO Technical Coordinating Committee (TCC) meetings through November 2015. Hammill seconded the Motion and it was approved by a vote of 3/0.
- M. Edquist made a Motion to appoint Pam Humphrey-Primary and Peter Edquist-Alternate to represent the Village at the Stanly County Convention & Visitors Bureau (CVB) meetings through November 2015. Hammill seconded the Motion and it was approved by a vote of 3/0.
- Hammill made a Motion to appoint M. Edquist to represent the Village at Stanly County Community Development Block Grant (CDBG) meetings through November 2015. Herron seconded the Motion and it was approved by a vote of 3/0.

Adjournment: The meeting was adjourned at 7:41PM.

The next Council Meeting is scheduled for Monday, January 12, 2015 at 6PM at the Community Building.

Mayor	Date	Pam M. Humphrey, Administrator/Clerk	Date
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