

**Village of Misenheimer
Council Meeting Minutes
Community Building
March 9, 2015 6PM**

Council Present:	Michael Herron, Mayor Judy Hammill Micah Edquist, Finance Officer Mike Burrage, Mayor Pro Tem Peter Edquist	Staff:	Pam Humphrey, Administrator
		Visitors:	Shannon Beamon, SNAP Mike Riemann-CTT Donna Miller-Esther House Jeff Watson

Call to Order: Mayor Herron called the meeting to order at 6:00 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 03/09/15 Council Agenda: M. Edquist made a Motion to approve the Agenda amending it to move Item #7- Approve 3/7/15 Minutes to the 4/13/15 Council Agenda. Burrage seconded the amended Motion and it was approved by a vote of 5/0.

Approval of 02/09/15 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 5/0.

Public Comment: No members of the public offered any comments.

Review and Consider Esther House Proclamation: Donna Miller, Executive Director of Esther House of Stanly County, Inc., presented and requested that Council approve a proclamation in support of the efforts of Esther House. April 2015 is designated as Sexual Assault Awareness month. P. Edquist made a Motion to approve the Proclamation in support of Esther House. Hammill seconded the Motion and it was approved by a vote of 5/0.

Review and Consider Records Retention Schedule Amendments (2): Humphrey presented Council with two (2) records retention amendments requested to be approved by the Department of Cultural Resources Division of Archives and Records. The first amendment pertains to Law Enforcement and Personnel records. The second amendment pertains to Budget, Fiscal, and Payroll and Personnel records. M. Edquist made a Motion to approve both Amendments as presented. P. Edquist seconded the Motion and it was approved by a vote of 5/0.

Carolina Thread Trail (CTT) Update: Mike Riemann, Village representative to the New London, Richfield, and Misenheimer CTT Committee advised Council that the trail acquisition process is coming along well. Moreover, five (5) easements had been signed today. The Village portion of the trail would require a crosswalk from one side of US Highway 52 to the other side and over to the pedestrian bridge on Wesley Chapel Road near the antique store. Riemann advised that he had seen a similar crosswalk situation in Harrisburg on their portion of the CTT. Solar powered cross walk equipment was utilized.

Riemann requested that Council consider and approve the submission by 4/17/15 of a grant funding request to the Foundation for the Carolinas to assist in the construction of the CTT trail in the Village. Approval of the grant submission would also require that the Village designate Powell Bill funding for design plans and sidewalk related to the crosswalk project that is currently estimated to not exceed \$15,000 during FY 15/16.

Burrage made a Motion to approve of the filing of the CTT grant for funding of trail construction in the Village and to commit in FY 15/16 approximately \$15,000 in Powell Bill funds for design fees and sidewalk construction. M. Edquist seconded the Motion and it was approved by a vote of 5/0.

Administrative Report-February 2015 (Mayor, Police Chief, & Administrator)

Mayor: No meetings to report.

Police Chief: (Unable to attend the meeting)

- The February 2015 Police Report was submitted for Council's review. Chief McGinnis plans on further revising the Monthly Report for Council.

Administrator:

- Humphrey reminded Council to review the upcoming meeting and dates of interest on the Administrative Report and to advise her regarding Council's attendance plans for specific dates.
- Humphrey advised Council that the FY 15/16 contract renewal with Pfeiffer University has begun by notifying their Finance Officer of the Village's FY 15/16 Budget Planning schedule.
- Humphrey advised that the Stanly County Council of Local Governments dinner to be hosted by the Village on 2/24/15 had to be cancelled due to inclement weather. P. Edquist asked if we could reschedule. Humphrey advised that she had inquired and that the dates have already been scheduled into 2016. The Village is scheduled to host the Stanly County Local Government Liaison Dinner on 9/27/16.

FY 14/15 Financial Status-Unaudited at 02/28/15: M. Edquist, Finance Officer, reported to Council that the bank statement balances at 02/28/15 were as follows:

- General Fund \$481,578
- Powell Bill Fund \$ 42,509
- Carolina Thread Trail \$ 15,829 (Grant Funds)

FY 14/15 Budget Committed to Spend:

M. Edquist presented to Council items committed to spend in the FY 14/15 Budget that has not been consummated at this time. The following items were discussed:

- There is \$10,033 budgeted and available to spend on the Gladstone building.
 - One (1) window needs to be refurbished and two (2) windows need to be rebuilt in order to have all windows operable in the building. An estimate of \$3,400 was received by Double Hung Windows who restored all of the other windows in the building. Council instructed Humphrey to determine if the estimate was still in effect and if so, get Double Hung Windows to perform the work.
 - An estimate of \$1,700 was received from M & M Lawn Care to clear the remainder of the property. Council is agreeable to the lot clearing once the lot has been cleared of any historic items of interest.
 - M. Edquist advised that exterior siding needs to be repaired so that animals do not enter the inside of the structure. Humphrey is to contact a contractor to determine an estimate for this type of repair.
- There is \$2,820 budgeted and available to spend on improvements to the Community Building. Council discussed getting estimates for vinyl siding and to determine if gutters were necessary or cost effective to install. The front door of the building needs to be painted as it was installed with only being primed.
- There is \$600 budgeted for gravel for possible repairs to Lions Club Road so that citizens can travel to the municipal Community Building. An estimate of \$1,700-\$2,150 was received for base stone, ¾ inch wash stone, and grading for the portion of Lions Club Road from Wesley Chapel to the Community Building. Numerous options were discussed regarding possibly improving Lions Club Road. M. Edquist made a Motion to not address improving Lions Club Road at this time. Hammill seconded the Motion and it was approved by a vote of 5/0.
- There is \$1,410 budgeted and available to spend in Police Capital Outlay. Radar guns were able to be purchased at a better price than originally budgeted. Chief McGinnis had requested that one (1)-two (2) Glock firearms at \$450 each be approved for purchase so that if a firearm needs to be repaired, the officer will have a spare ready to go into service. P. Edquist made a Motion to approve for no more than two (2) Glock firearms to be purchased. Burrage seconded the Motion and it was approved by a vote of 5/0.

FY 15/16 Budget Planning: Humphrey presented a summarized draft of a possible FY 15/16 Budget utilizing the current FY 14/15 Budget with known changes that included the following:

- It is anticipated that the Pfeiffer University Police Services contract for FY 15/16 will increase.
- It is anticipated that there will be no increase in property tax revenues as the County will consider a re-evaluation in 2017
- It is anticipated that the Village property tax rate will remain at .22 per \$100 of property value (.07 for Richfield Misenheimer Fire Department) and .15 for Village property taxes
- The Village was advised that health insurance with BCBSNC could increase as little as 15% with no claims prior to renewal, 30% if there were claims, or up to 70% if there were changes in our plan design. The FY 15/16 Budget presented included a 15% increase in health insurance and a 5% increase in dental insurance.
- The Police Department would like to consider the purchase of a new vehicle. The FY 15/16 Budget figures included financing a \$30,000 fully equipped vehicle for five (5) years totaling an estimated principle and interest payment of \$6,300 each year. The 2012 Dodge Charger has two (2) more years to be repaid on its loan as of 7/1/15. Council preferred to discuss this further with Chief McGinnis.
- The Police Department would like to consider a Holiday Pay arrangement. Council preferred to discuss this further with Chief McGinnis.
- Humphrey advised that approximately \$24,193 of revenues had not been budgeted toward increasing the fund balance or designating it to a specific expenditure. However, no funds had been designated toward continued improvements and restoration of the Gladstone building. Council directed that the next draft of the FY 15/16 Budget consider funding continued repairs and improvements to the Gladstone property.
- A more detailed FY 15/16 Budget will be presented and discussed at the 4/13/15 Council meeting.

Recommendation and Consideration of Candidate(s) for Planning Board and Board of Adjustment Vacancy: M. Edquist advised that he did not have any candidates to recommend to Council for the vacancies at this time.

Planning Board Considerations: Humphrey inquired if Council had any special project for the Planning Board to consider at their next quarterly meeting scheduled for Thursday, 4/9/15 at 6PM. Since the Planning Board has been heavily involved recently with the Zoning Ordinance revision and update and the Land Use Plan and Map reaffirmation, Council concurred that the Planning Board and the Board of Adjustment did not need to plan to meet on 4/9/15. However, both Boards should plan to meet again on Thursday, 7/9/15 at 6PM for an organizational meeting.

Other Business: No Other Business to discuss.

Adjournment: The meeting was adjourned at 7:51PM.

The next Council Meeting is scheduled for Monday, April 13, 2015 at 6PM at the Community Building.

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Mayor	Date	Pam M. Humphrey, Administrator/Clerk	Date