

**Village of Misenheimer  
Council Meeting Minutes  
Community Building  
April 13, 2015 6PM**

**Council Present:** Michael Herron, Mayor  
Judy Hammill  
Micah Edquist, Finance Officer  
Peter Edquist (Arrived 6:08PM)

**Staff:** Pam Humphrey, Administrator  
Chief Erik McGinnis,  
**Visitors:** Shannon Beamon, SNAP  
Mike Riemann-CTT  
Scottie Heglar, Richfield Town Council

**Council Not Present:** Mike Burrage, Mayor Pro Tem

**Call to Order:** Mayor Herron called the meeting to order at 6:01 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 04/13/15 Council Agenda:** M. Edquist made a Motion to approve the Agenda amending it to add under Other Business the following items:

1. Proclamation to Support Letter Carriers' Food Drive Day on 5/9/15
  2. Approval of Extension of CCOG Survey Contract to 6/30/15
  3. Formal Acceptance of the Donation of Property on Wesley Chapel Road by the Newport family.
- Hammill seconded the Motion to amend the Agenda and it was approved by a vote of 3/0.

**Approval of 03/07/15 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.

**Approval of 03/09/15 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:** Scottie Heglar, Richfield Town Council member and Richfield Party in the Park Chairperson, requested to speak. Mr. Heglar invited Village elected officials to attend the Saturday, 10/10/15 Party in the Park to be held at the Richfield Park and to compete in a Tri Cities corn hole game where the New London, Richfield, and Misenheimer mayors would have a friendly competition to vie for the Tri Cities corn hole trophy. Shannon Beamon, SNAP reporter, agreed to be the referee. Mayor Herron responded that the Village would be interested in participating in the event and thanked Mr. Heglar for the invitation.

No other members of the public offered any comments.

**Carolina Thread Trail (CTT) Update:** Mike Riemann, Village representative to the New London, Richfield, and Misenheimer CTT Committee advised Council that he has prepared the grant documents for construction of a portion of the CTT that is within Richfield and Misenheimer where access to trail property via easement or purchase has been consummated. The grant must be submitted to the Foundation for the Carolinas no later than 4/17/15. The grant indicates that the Village will continue to be the lead agency to provide grant accounting responsibilities. Mr. Riemann also presented Council with a proposed letter of support from Richfield and Misenheimer that will be included in the grant package.

P. Edquist made a Motion to approve submitting the grant package requesting grant funding to assist in the construction of a portion of the CTT that is within Richfield and Misenheimer, and to approve that the Village will continue to provide manpower to administer the grant accounting if the grant is awarded, and to approve the grant submission letter of support. M. Edquist seconded the Motion and it was approved by a vote of 4/0.

**Consider and Approve 2015 Candidate Election Filing Fee Amount:** Humphrey, Administrator, advised Council that the Stanly County Board of Elections requires that the election filing fee be approved for the upcoming November 2015 elections. The current filing fee is set at \$5.00. M. Edquist made the Motion to continue to set the filing fee at \$5.00. P. Edquist seconded the Motion and it was approved by a vote of 4/0.

**Consider and Approve Resolution in Support of Reinstating the NC Historic Preservation Credit:** M. Edquist made a Motion to approve the Resolution presented that is in support of reinstating the NC Historic Preservation Credit. Hammill seconded the Motion and it was approved by a vote of 4/0. The Resolution will be sent to NC legislators representing Stanly County.

**Update Regarding Village Domain Name, Email Addresses, and Website Update Status:**

- **Village Domain Name:** After reviewing and discussing the GSA suggested domain naming conventions for municipalities, the Council requested staff to determine that [www.villageofmisenheimer-nc.gov](http://www.villageofmisenheimer-nc.gov) is available.
- **Email Addresses:** M. Edquist advised Council that he would prefer to have a Village provided email address to utilize as soon as possible for municipal business rather than utilizing his personal or business email address. Email storage and public records retrieval concerns would be standardized utilizing a municipal provided email address. In addition, M. Edquist recommended that all Council members and Board members utilize municipal provided email addresses. Humphrey, Administrator, advised Council that Small Business Websites had advised that there is an annual cost of approximately \$60 per email address. Humphrey was instructed to confirm the pricing and include the estimated cost in the proposed FY 15/16 Budget for future consideration.
- **Website Update Status:** Humphrey, Administrator, advised Council that she, Chief McGinnis, M. Edquist, and Mayor Herron had recently met with H. Huckabee of Small Business Websites, to discuss proposed and necessary updates to the Village website. The website was last updated in 2010. A private, prototype website will be developed that the Village can review prior to the finalized and updated site being available to the public.

**Administrative Report-March 2015 (Mayor, Council, Police Chief, & Administrator)**

**Mayor:** Mayor Herron advised Council that he had attended the 3/19/15 NCDOT/RRRPO meeting in Union County. He also commented on the City of Albemarle water pipe work along NC Hwy 49 to Cabarrus County and if it would conflict with possible future widening of NC Hwy 49.

**Council:** P. Edquist advised Council that he had attended the 3/11/15 CVB meeting. The CVB encourages visitors to Stanly County. The CVB is also supportive of organizations promoting events in Stanly County by awarding advertising grants.

**Police Chief:**

- The March 2015 Police Report was submitted for Council's review.

**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 Waste Management will pick up bulk items left at curbside on Thursday, 4/30/15. This pickup is coordinated with New London and Richfield.
- Humphrey advised that she and M. Edquist will meet with Stanly County staff on Wednesday, 5/6/15 to discuss the latest architectural documents prepared for the historic Gladstone property by Jon Palmer, AIA. The Project Review Committee process will assist in finalizing the design documents prior to the documents being utilized to gather restoration cost estimates from qualified contractors.

**FY 14/15 Financial Status-Unaudited at 03/31/15:** M. Edquist, Finance Officer, reported to Council that the bank statement balances at 03/31/15 were as follows:

- General Fund                   \$494,816
- Powell Bill Fund               \$ 42,512

- Carolina Thread Trail \$ 12,053 (Grant Funds)

**FY 15/16 Budget Planning:** Humphrey presented a summarized draft of a proposed 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 on 12/1/15, 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 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 was agreeable to include the purchase of another vehicle. The oldest police vehicle (2004 Ford Crown Victoria) would remain in service as a light duty vehicle.
- A Holiday Pay arrangement for four (4) full time hourly officers was included in the proposed FY 15/16 Budget.
- A 1.7% merit increase for all full time employees was included in the proposed FY 15/16 Budget.
- P. Edquist made a Motion to increase the budgeted Zoning Officer stipend from \$1,000 to \$1,500. M. Edquist seconded the Motion and it was approved by a vote of 4/0.
- M. Edquist made a Motion to increase the Cultural and Recreational budgeted amount from \$1,000 to \$1,200 to allow for live music at the next Fall Community BBQ. P. Edquist seconded the Motion and it was approved by a vote of 4/0.
- Humphrey advised that budgeted revenues in excess of expenditures would increase the appropriation to the General Fund Balance.
- Currently no funds have been designated toward the continued improvement and restoration of the Gladstone property. Consideration may need to be evaluated during FY 15/16 as the review of the architectural documents and the estimation of restoration costs will not be complete before the final approval of the FY 15/16 Budget is due.

**Other Business:**

- P. Edquist made a Motion to approve the Proclamation in support of the 5/9/15 Letter Carriers' Food Drive Day. Hammill seconded the Motion and it was approved by a vote of 4/0.
- P. Edquist made a Motion to approve the extension of the CCOG contract for assisting in preparing and tabulating the Parks, Greenways, and Recreation Survey to 6/30/15. Hammill seconded the Motion and it was approved by a vote of 4/0.
- M. Edquist made a Motion to formally accept the donation of property from the Newport family that is located on Wesley Chapel Road and is intended to be incorporated into the Carolina Thread Trail corridor. P. Edquist seconded the Motion and it was approved by a vote of 4/0.
- There was no additional Other Business to discuss.

**Adjournment:** The meeting was adjourned at 7:45PM.

**The next Council/Public Meeting is scheduled for Monday, June 29, 2015 at 6PM at the Community Building.**

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Mayor	Date	Pam M. Humphrey, Administrator/Clerk
		Date