

**Village of Misenheimer
Council Meeting Minutes
Community Building
May 11, 2015 6PM**

Council Present: Michael Herron, Mayor
Judy Hammill
Mike Burrage, Mayor Pro Tem

Staff: Pam Humphrey, Administrator
Chief Erik McGinnis,

Visitors: Shannon Beamon, SNAP
Jeff Watson

Council Not Present: Micah Edquist, Finance Officer
Peter Edquist

Call to Order: Mayor Herron called the meeting to order at 6:04 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: Burrage made a Motion to approve the Agenda amending it to add under Other Business the following items:

1. Stanly County Chamber of Commerce Map Project Solicitation
2. Vacant & Expiring Planning Board and Board of Adjustment Positions

Hammill seconded the Motion to amend the Agenda and it was approved by a vote of 3/0.

Approval of 04/13/15 Council Minutes: Hammill made a Motion to approve the Council Minutes as presented. Burrage seconded the Motion and it was approved by a vote of 3/0.

Public Comment: No members of the public offered comments.

Approve Proclamation Recognizing National Police Week 5/10-5/16/15: Burrage made the Motion to approve the Proclamation presented to recognize National Police Week from 5/10-5/16/15. Hammill seconded the Motion and it was approved by a vote of 3/0.

Village Website Update Status:

- **Village .gov Domain Name:** After searching on the web, it appears that the domain name of www.villageofmisenheimer-nc.gov is available. Humphrey, Administrator, will register it on the GSA web site once she is provided server IDs from our webmaster.
- **Pictures for the Website Being Updated:** Humphrey, Administrator, advised Council that the webmaster was requesting pictures for the updated website. If any Council members or citizens had any pictures to submit for consideration that would be greatly appreciated. Pictures for the Home page would be preferable to denote the “essence” of the Village. Chief McGinnis advised Council that one of his officers will take some pictures of the Village to be submitted for consideration. Pfeiffer University has also offered to share pictures with the Village that they are currently utilizing on their website.
- **Website Update Status:** Humphrey, Administrator, advised Council that a prototype of a revised website is currently under construction. She has some training to complete and will work with the webmaster during May and June to present the proposed revised website to Council at a subsequent Council meeting.

Historic Gladstone Property Update: Humphrey, Administrator, advised Council that she and M. Edquist attended a meeting with the County (Carol Almond-Central Permitting, David Harrington-Inspections-Buildings, and David Ezzell-Department of Public Health) on 5/6/15. The current draft plans of the Gladstone property prepared by Jon Palmer, AIA were presented, reviewed, and discussed. Humphrey noted that M. Edquist would be the most knowledgeable regarding the specifics of the discussions; however, since he was unable to attend the Council meeting, she advised Council regarding the following:

- The County will review a portion of the building code pertaining to restrooms to confirm any impact on the current proposed design.
- The County stressed that finalizing the specific usages of the assembly building translate into building code requirements that must be considered.
- The County advised that the Village may want to consider engaging a structural engineer to determine that proposed occupancy and loads for an assembly building will be satisfactory as the building is currently constructed or as may be required to be modified.
- The County advised that the Village could request a perk test at this stage of the site design; however, a septic permit would not be issued until the project is formally permitted for construction.

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

Police Chief:

- The April 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.

FY 14/15 Financial Status-Unaudited at 04/30/15: Humphrey, Administrator, reported to Council that the bank statement balances at 04/30/15 were as follows:

- General Fund \$497,414
- Powell Bill Fund \$ 42,514
- Carolina Thread Trail \$ 37,054 (Grant Funds)

FY 14/15 Committed to Spend: Humphrey, Administrator, advised Council regarding FY 14/15 budgeted items that have been approved and have or have not been initiated to be spent as of 5/11/15. Repairs to the Community Building have not been initiated and may not be by the end of FY 14/15. Council discussed considering the repairs during FY 15/16 if they cannot be completed by 6/30/15.

Humphrey, Administrator, requested that Council approve a contract with M&M Services for \$1,713.75 to clear, grade, and remove debris from the Gladstone property before 6/30/15. Burrage made the Motion to approve the contract with M&M Services. Hammill seconded the Motion and it was approved by a vote of 3/0. M. Edquist intends to coordinate the work with M&M Services so that any artifacts found are examined and preserved as may be appropriate.

Status of FY 15/16 Contract Renewals/Negotiations: Humphrey, Administrator, advised Council regarding the following:

- The FY 15/16 Police Services contract is currently being reviewed by Pfeiffer University.
- The FY 15/16 audit contract with Maxton McDowell, CPA for the 6/30/15 year-end will continue to be performed for \$4,000.00.
- A contract with Time Warner Cable will need to be completed for internet and cable service to be installed at the Community Building starting FY 15/16. The cost is approximately \$70 per month. This amount is included in the proposed FY 15/16 Budget.
- The Blue Cross Blue Shield of NC renewal for health, dental, life, and AD&D insurance will renew 12/1/15. A census for participants will need to be submitted in August 2015. The NCLM has lower rates for dental insurance, life, and AD&D insurance that may be considered at the 12/1/15 renewal.
- FY 15/16 NCLM insurance renewal estimates for workers comp, property and liability, et al. has come in at the same amount as FY 14/15 or is just slightly higher.

- The five (5) year waste and recycling contract with Waste Management ends 6/30/16. This does not affect the FY 15/16 Budget; however, the contract will need to be extended or RFP's will need to be issued early in 2016 in order to have continued service in place at 7/1/16. Waste Management has requested to meet with the Mayors of the Village, Richfield, and New London at a time to be determined in July 2015 to discuss the municipalities' vendor service satisfaction and prospects for a contract extension upon expiration of the current contract.

FY 15/16 Budget Planning: Humphrey, Administrator, presented a draft of the proposed FY 15/16 Budget Ordinance, the FY 15/16 Budget Memorandum, and the FY 15/16 Pay Plan for Council's review noting the following:

- The FY 15/16 LEO retirement contribution rate has not been finalized or provided by the NC Retirement System for presentation of the proposed FY 15/16 Budget. Last year's contribution rate is being utilized.
- The Legislature has not finalized if sales and use taxes will be redistributed differently for FY 15/16 forward for presentation of the proposed FY 15/16 Budget. The distribution method currently utilized has been incorporated in the proposed FY 15/16 Budget.
- 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 proposed FY 15/16 Budget presented included a 15% increase in health insurance and a 5% increase in dental insurance.
- The proposed FY 15/16 Budget includes financing a \$30,000 fully equipped Police vehicle for five (5) years totaling an estimated principle and interest payment of \$6,340 each year. The 2012 Dodge Charger has two (2) more years to be repaid on its loan as of 7/1/15. Chief McGinnis has requested that 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.
- The Zoning Officer stipend for Chief McGinnis of \$1,500 was included in the proposed FY 15/16 Budget.
- The FY 15/16 proposed Cultural and Recreational budgeted amount of \$1,450 includes the annual Village BBQ with food and entertainment and an amount to provide an event sponsorship for the annual Pfeiffer University Homecoming.
- FY 15/16 proposed Powell Bill receipts of \$14,000 plus \$1,000 from the Powell Bill fund balance are planned to be committed to a crosswalk project for the Carolina Thread Trail within the Village.
- Humphrey advised Council that FY 15/16 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.
- Council instructed the Administrator to prepare the FY 15/16 proposed Budget presented at the May 11, 2015 Council meeting for public review and to schedule a public hearing of the FY 15/16 Budget for Monday, June 29, 2015 at 6PM at the Community Building.

Other Business:

- Humphrey, Administrator, advised Council that she and Mayor Herron had been reviewing an advertising solicitation from Target Marketing, Inc. that is updating a Stanly County map for the Stanly County Chamber of Commerce. The initial tier of advertising costs approximately \$399. Humphrey handed out the 2013 maps for review. Humphrey commented that Misenheimer is included on a map insert with Richfield. However, Misenheimer is given no specific designation in the streets index or the points of interest index. Target Marketing, Inc. had advised that the Stanly County Chamber of Commerce is responsible for authorizing any

cartography changes and they could not be reached before the Council meeting convened. Council advised Humphrey to get more information and update Council at the next Council meeting.

- Humphrey, Administrator, advised Council that there is currently one (1) vacant position on the Planning Board and Board of Adjustment. This vacancy was listed in the Spring 2015 Newsletter requesting that anyone interested in filling the vacancy to contact the Village Clerk or Council. To date, no one has made an inquiry of interest to fill the vacancy. In addition, two (2) additional positions on both boards expire on 6/30/15. Both Boards are scheduled to meet on Thursday, July 9, 2015 at 6PM for an organizational meeting after the start of the FY 15/16 fiscal year. Council members advised that they will work on soliciting members of the community to serve on the boards prior to the Monday, June 29, 2015 Council meeting.
- There was no additional Other Business to discuss.

Adjournment: The meeting was adjourned at 7:22PM.

The next Council/Public Meeting is scheduled for Monday, June 29, 2015 at 6PM at the Community Building. NO Council meeting is scheduled for Monday, June 8, 2015.

Mayor	Date	Pam M. Humphrey, Administrator/Clerk	Date
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