

**Town of Mount Pleasant
Board of Commissioners
Town Board Meeting
Town Hall – Commissioners Meeting Room
Monday, April 4, 2011
7:00 P.M.**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Richard Burleyson
Commissioner Warren Chapman
Commissioner Maura Eberhardt
Commissioner Scott Barringer
Commissioner Michael Metcalf
Town Administrator Adrian Cox
Town Clerk Cathy Whittington
Town Attorney Christy Wilhelm
Fire Chief Chris Honeycutt
Public Works Director Dave Fargo

Also Present: John Murdock, Jr., Ned Hudson, Rev. Tom Fleming, Samantha Moose, Boy Scout Troop 84 from Cross of Christ Lutheran Church

CALL TO ORDER

Mayor Eudy called the meeting to order.

INVOCATION

Rev. Tom Fleming led in prayer.

PLEDGE OF ALLEGIANCE

Mayor Eudy led in the Pledge of Allegiance.

PUBLIC FORUM

Ned Hudson, Secretary, Treasury of Soil and Water Conservation, spoke of how to be good stewards of soil and water. The Soil and Water Conservation have a Proclamation proclaiming the week of April 24 to May 1, 2011 as Stewardship Week. They are asking the Board to adopt this proclamation.

Bill Jermyn, 8507 Circle Drive, asked again about the automatic bank draft. He read a letter and submitted the letter to Mayor Eudy. Staff will look into the bank draft and get back with Mr. Jermyn.

Noelle Scott with Cabarrus Arts Council told of the services that the Arts Councils provide to the schools in the Mt. Pleasant area. She told of other programs that are available to all citizens in the Mt. Pleasant area. Ms. Cox is requesting that Mt. Pleasant consider their request for \$750.00 for FY 2011-2012 which is the amount that they have received from Mt. Pleasant since 2007.

With no other comments public forum was closed.

APPROVE AGENDA

With an addition under Consent Agenda #3 Stewardship Proclamation, and under New Business #7 Farmers Market, Commissioner Eberhardt made a motion to approve the agenda. Commissioner Barringer seconded the motion with all board members in favor. (5-0)

CONSENT AGENDA APPROVAL

Commissioner Barringer made a motion to approve the consent agenda. Commissioner Metcalf seconded the motion with all board members in favor. (5-0)

REPORTS

- (1) Police – Deputy Bailey with Cabarrus County Sheriff’s Department reported that everything was going good in Mt. Pleasant.**
- (2) Fire Chief- Written report**
- (3) Town Administrator- Town Administrator Adrian Cox reported that the Town’s population was now 1657. The fire brush truck had sold for \$5,879.00. Commissioner Burleyson asked about the crossing signal at the stop light at the square. Adrian Cox will get more information to report.**
- (4) Finance- Written**
- (5) Public Works- Public Works Director Dave Fargo reported that maintenance had stated fire flows as of today, April 4, 2011.**
- (6) Code Enforcement- Nothing to report**
- (7) Town Attorney- Nothing to report**

OLD BUSINESS

Sidewalk Repair Quotes

At the March meeting, the Board reviewed different approaches to the repair of sidewalks. The Board directed staff to seek quotes for removal and replacement of broken sections. Following the meeting, staff began implementing an approach similar to our pothole patching program. The North Carolina General Statutes requires the utilization of informal bid method when repair or construction costs are estimated to be more than \$30,000.00. Therefore, the only procurement requirement for the repairs is open unbiased competition.

Public Works Director Dave Fargo and his staff identified critical repairs along North and South Main Street and solicited quotes from construction companies in the area. Firms were provided an opportunity for on-site pre-bid inspection of the repairs. The quotes were: Huffstetler Group, Inc- \$7,250, Roger Newton's Concrete Finishing-\$7,860, Ritchie Construction, Inc.-\$7,879, and All Pro Paving-\$7,900. The Huffstetler Group Inc. submitted the lowest quote to repair the sidewalks. The question was asked if it was for full replacement and it is. Commissioner Barringer made a motion to approve the bid from Huffstetler Group Inc. for \$7,250.00 for sidewalk repairs. Commissioner Chapman seconded the motion with all board members in favor. (5-0)

NEW BUSINESS

1. Surplus Engine 2

The equipment on engine 2 has been removed for installation on the new engine and the stripped engine is ready to be auctioned. Although the engine could possibly serve as a reserve engine this would result in additional cost in maintenance and equipment for the apparatus. The Town has utilized GovDeals successfully for auctioning surplus equipment. GovDeals online auction allows sellers to set a minimum bid amount. The minimum bid for the fire engine could be set at \$5,000. If there are no bidders then there is no cost to the Town.

#2 Surplus of Old Radio Equipment added with #1

The Fire Department has identified several old radio parts and charger that are no longer useful for parts. These items could be auctioned collectively as a single lot. Commissioner Eberhardt made a motion to approve the surplus of Engine 2 and Old Radio Equipment. Commissioner Burleyson seconded the motion with all board members in favor. (5-0)

3. Fire Equipment Purchase

The Fire Department has stripped the old equipment from Engine 2 to prepare it for installation on the new truck currently being built. The department request additional equipment to fully outfit the truck. Equipment to outfit the truck will cost \$12,576.04.

Major items include a thermal imaging camera, a backpack foam system, a stretcher and a 3 way discharge manifold. Following the amendment to remove the non-reimbursable portion of the FEMA Grant, the balance of the department supply budget will be \$15,385.61 of unspent funds.

The cost and nature of this equipment is suitable to be capitalized as part of the apparatus and equipment cost. Therefore staff recommends that the expense is allocated to the Capital Outlay for Vehicles and Equipment, and that the funds are transferred from department supplies. This is a transfer within the adopted budget that does not require an amendment to the budget ordinance.

Commissioner Barringer made a motion to approve the purchase of the Fire Department Equipment and the interdepartmental transfer. Commissioner Chapman seconded the motion with all board members in favor. (5-0)

4. Budget Amendment-Fire, Fuel and AFG Completion

The FY 2010-2011 budget includes a contingency within the fire department. The North Carolina Budget and Fiscal Control Act allows local government to budget up to 5% contingency. However, contingency may not be used without prior approval of the governing Board. Due to growing costs of fuel and increased call volumes, staff recommends moving these funds into the fuel item.

On August 30, 2010, the Board amended the budget to carry over the FEMA AFG that began in FY 2010. The total grant was for \$158,348 with a 5% match, and the August 30, 2010 amendment applied a remaining \$132,735 in revenues and expenditures to the FY 2010-2011 Budget. All of the deliverables of the grant have now been fully completed and the closeout period of the grant has past. In addition, \$5,000 of excess funds was also spent to expand or continue the grant activities, as is permitted by the award contract. In total \$117,350 federal dollars were spent in FY 2010-2011, and the Town has been fully reimbursed for these funds. Therefore, there are \$15,385 in funds that remain in the budget. If these funds are spent there will be no reimbursement from FEMA. Prior to the close date of the grant, the Regional Fire Program Manager verified that the grant had been utilized to the maximum extent possible.

Commissioner Metcalf made a motion to amend the FY 2010-2011 Budget to allocate Fire Department Contingency to Fire Department Fuel and reduce

Department Supplies due to FEMA AFG Grant Completion. Commissioner Barringer seconded the motion with all board members in favor. (5-0)

5. Budget Amendment-Water & Sewer Capital Reserve Re-Appropriation

This year the Town has experienced extremely high unaccounted for water. The unaccounted water is likely due to leaks, required flowing and faulty meters. There was also one unexplained large withdrawal that could have been caused by a tanker illegally filling a truck off of a hydrant. Repairing a reoccurring leak on Seneca seems to have helped to reduce the unaccounted flows.

The FY 2010-2011 budget allocated \$235,000 to purchase wholesale water, which is slightly more than was actually spent in FY 2009-2010. However, due to the large amount of unaccounted water, this is unlikely to be sufficient. The FY 2010-2011 budget also allocated \$20,000 to a capital reserve contribution for future water and sewer capital repair. Staff recommends transferring the \$20,000 capital reserve to the wholesale water purchase.

Although the reserve is necessary to make future enhancements, the Town must maintain a balance budget. If revenues exceed expenditures at the end of the year, then a contribution to the capital reserve fund could be made in the upcoming year.

Commissioner Burleyson made a motion to amend the FY 2010-2011 Budget to allocate \$20,000 of Water and Sewer Capital Reserve to Wholesale Water Purchase. Commissioner Eberhardt seconded the motion with all board members in favor. (5-0)

6. Cabarrus County Fire District Funding Request

A request for funding for fire protection for fiscal year 2011-2012 has been sent to Cabarrus County. In this request is an itemized expense report presented in the format that is dictated by Cabarrus County. The proposed expenditures will require the Cabarrus County Board of Commissioners to increase the fire district tax from \$0.055 to \$0.07 per \$100 valuation. If the Department can achieve a conversation to drop-tanker operation, homeowner's that are currently protected at a 9 ISO rating could achieve a 6 and receive a significant savings on homeowners insurance.

The proposed budget allocates a small amount of the cost for payroll and accounts payable to the Fire Department in order to capture the true cost of fire service. The major impact on the FY 2011-2012 budget include increased costs for fuel and utilities, capital costs to replace the front apron and GPS software for Mobil Data Terminals.

Commissioner Barringer made a motion to adopt a funding request to Cabarrus County for protection of the Mt. Pleasant Fire District FY 2011-2012, and a fire

district tax rate of \$0.07 per \$100 valuation. Commissioner Chapman seconded the motion with all board members in favor. (5-0)

7. Farmers Market

Following the March meeting, staff contacted Debbie Bost with the Cooperative Extension to discuss the development of a Mt. Pleasant Farmer's Market. Mrs. Bost has discussed the need for the market with the Cabarrus County Local Foods Director and other staff at Cabarrus County who are willing to work with the Town to develop the market.

Staff recommends that individuals wishing to sell at the market complete an application and provide appropriate documentation. This application will also include a set of market rules. Applications can be certified at the Town Hall. Each vendor should be required to keep a copy of their certified application on-hand while selling at the market. The County and the Extension have agreed to dedicate some staff to help supervise the market and town staff can be available on some days. Initially the market could operate May-August, which is the prime season for fresh produce.

The next step is to establish the time and location of the market. There are several markets in the region. Mrs. Bost and Jeff Williams with the Piedmont Farmers Market have both advised against competing with other markets because of a limited number of farmers. This means that Tuesdays, Wednesdays, and Thursdays would avoid competing markets. Mrs. Bost and Mr. Williams also recommend evening markets that operate around 4:00 pm and 7:00 pm. These markets have been more successful in Cabarrus County than other markets because buyers can come to the market after work.

Location of the market must also be determined. Although McAllister Park might work for a small market, paring and conflicting activities could present several issues. There is also limited shade and access to power. The mini-park in the down town could provide shade and power. Mt. Pleasant Insurance closes at noon on Tuesdays, and therefore, Tuesday from 4:00 pm – 6:30 pm would be an ideal time to use the mini-park.

Once the day and location is approved, staff will begin working with the Cooperative Extension to finalize applications and market rules and advertising the market.

It was asked if the market could be held on Saturday also since Mt. Pleasant Insurance was closed.

It was the consensus of the Board to develop the applications, market rules and advertise with assistance from the Cabarrus Cooperative Extension for the

Farmer's Market to be held at the mini-park on Tuesday afternoons and on Saturdays.

MISCELLANEOUS

1. Potential Annexation Information

At the March Board Retreat, staff resented a report of feasible areas of annexation. Recent activity in the State General Assembly indicate that any annexation pursued by the Town at this time would require any expedited process and could potentially be overturned as State legislatures debate annexation reform.

In Area 1 of the report on potential annexation, the Brackenberry and Fritzvon area there are currently 18 water customers, 5 sewer customers and a total of 20 houses. In Area 2 of the report, Preston Drive and B Street, there are 14 water customers, 10 sewer customers, and a total of 19 houses.

The benefit to the residents could vary depending on the services that the individual homeowners are using. Along with reduced utility rates, homeowners would receive garbage collection. Most of these residents are not likely to realize a net gain from annexation. However, town property taxes could be deductible from state and local taxes. In addition, property owners would pay a more equitable share of the government services that they utilize and have the ability to vote and run for office.

No action is required by the Board.

2. Board Priorities

The results of the priority settings activity that the Board completed at the recent Budget Retreat is as follows:

Highest Priorities (identified for consideration by the Board and receiving highest votes)

Fire Department Apron Replacement - \$50,000

Part Time Office Personnel - \$12,220 (20hr./week)

Medium Priorities (identified for consideration by the Board and receiving some votes)

Sewer Push Camera - \$11,000

New Park (Capital Reserve) - Undetermined

Part Time Public Works - \$9,700 (16 hr./week)

Items that did not receive highest priority do not necessarily become unfunded. However, staff will attempt to include higher priority items in the recommended budget before moving to the lower ranked items.

MAYOR AND COMMISSIONER COMMENTS

Mayor Eudy stated that Town Administrator Adrian Cox had been attending Municipal Courses and was graduating. Adrian Cox is to be commended for all the hard work.

Mayor Eudy submitted a letter from Sara Barnhardt. She has been chosen to go to New Zealand with a group called People to People. She is asking the Town to support her in the endeavor. After discussion it was the consensus of the Board to do nothing.

EXECUTIVE SESSION

Commissioner Barringer made a motion to go into executive session according to NCGS 143-318.11(a)(3) Consult with the Attorney.

To consider and give instruction concerning a potential or actual claim, administrative procedure, or judicial action. Commissioner Metcalf seconded the motion with all board members in favor. (5-0)

Commissioner Chapman made a motion to come out of executive session. Commissioner Barringer seconded the motion with all board members in favor. (5-0)

ACTION

After coming out of executive session Commissioner Eberhardt made a motion to send a letter for a claim that was made to the Fire Department. Commissioner Chapman seconded the motion with all board members in favor. (5-0)

ADJOURNMENT

Commissioner Eberhardt made a motion to adjourn. Commissioner Barringer seconded the motion with all board members in favor. (5-0)

By our signatures the following minutes were approved as submitted and amended on Monday May 2, 2011 in the Regular Meeting.

Town Clerk Cathy Whittington

Mayor Del Eudy

SEAL