

Mount Pleasant

North Carolina

Founded in 1848

**Town of Mt. Pleasant
Regular Board Meeting
Monday, December 13, 2021
6:00 PM- Town Hall Commissioners Room**

Call to Order- Mayor Del Eudy

Invocation- Pastor Earl Bradshaw from Mount Pleasant United Methodist Church

Pledge of Allegiance- Mayor Del Eudy

1. Oaths of Office for Commissioner Carter, Commissioner Furr, and Commissioner Meadows

2. Public Forum

(Please limit comments to 3 minutes or less)

2. Conflict of Interest

*The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item. (No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). **NC State Statute 160A-75**)*

3. Approve Agenda (Pages 1-2)

4. Consent Agenda (Pages 3-13)

- A. Minutes November 8, 2021 (pages 3-8)
- B. Signed contract for Town Engineering Services with LE Wooten & Company (pages 9-11)
- C. Budget Amendment #15-Portable Pump Around for Pump Stations (pages 12-13)

5. Staff Reports (Pages 14-22)

- A. Town Manager-Randy Holloway (page 14)
- B. Asst. Town Manager-Crystal Smith (page 15)
Winners of the Decorating Contest will be announced.
- C. Town Clerk/Finance Officer - Amy Schueneman (pages 16-17)
- D. Planning & Economic Development Director - Erin Burris (pages 18-21)
- E. Public Works- Lane Bost (page 22)

6. Public Hearings

None

7. Old Business

None

8. New Business (Pages 23-41)

- A. Consider selecting a Board member to act as Mayor Pro Tem (MPT) for a 2-year term and administer the Oath of Office. (pages 23-26)

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- B. Consider the 2022 appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization. (page 27)
- C. Consider appointing 2 members to the NCSFA Relief Fund Board of Trustees for a one year term. (page 28)
- D. Consider moving General Fund 42% Reserve savings from NC Capital Management to First Bank to earn more interest. (pages 29-30)
- E. Consider changing the Limb/Leaf pickup schedule. (page 31)
- F. Consider adjusting the water and sewer tap fees effective December 14, 2021 (page 32 and Fees & Charges attachment)
- G. Consider not allowing comments on Social Media posts unless Town is needing suggestions on a specific topic. (page 33)
- H. FIP 2021-02 Dance Trap: Tier #1 Façade Improvement Program request of \$10,000 match for improvements to the front façade of the Dance Trap located at 8345 W. Franklin St. (pages 34-39)
- I. 4th Anniversary Comprehensive Plan presentation: A summary of the status of implementation strategies in the Comprehensive Plan heading into the budget planning season and areas of the plan that need to be re-examined (page 40)
- J. Receive an update on water and sewer project funding in the amount of eight million dollars from the State of North Carolina. (page 41)

9. Closed Session 143-318.11.(a)(#5) Acquisition and disposition of property

To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

10. Adjournment

*All agenda items and attachments are considered public record.
If you would like to obtain or view copies of the attachments or minutes from the Board's meetings, please contact Town Hall Monday-Friday 8:00am-4:30pm.
Hard copies are \$.10 per page.
Closed Session minutes are unavailable until released by the Board and/or the Town Attorney.*

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**Town of Mt. Pleasant
Board of Commissioners
Town Board Meeting Minutes
Monday, November 8, 2021 at 6:00 P.M.**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Lori Furr (*absent*)
Commissioner Steve Ashby
Commissioner Justin Simpson
Commissioner William Meadows
Commissioner Jim Sells
Town Administrator Randy Holloway
Town Attorney John Scarbrough
Town Clerk Amy Schueneman

Also Present: Erin Burris, Crystal Smith, Captain Tessa Burchett, Deputy Claudett Camille, Chris Carter, Pastor Nick Newman, Kay Beckett, and Kim Baker.

CALL TO ORDER

Mayor Eudy called the meeting to order.

INVOCATION

Pastor Nick Newman of Propel Church led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Eudy led the Pledge of Allegiance.

OPENING COMMENTS

Mayor Eudy stated that Commissioner Furr was unable to attend due to her job and this should be the last time she misses for taking minutes at the Cabarrus School Board meeting. Hiring a replacement is on their agenda this evening.

A motion to excuse Commissioner Furr was made by Commissioner Simpson with a second by Commissioner Ashby. All Board Members were in favor. (4-0, Commissioner Furr absent)

1. Public Forum

No one spoke

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item. (No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234, 160A-381(d), or 160A-388(e)(2). NC State Statute 160A-75)

No one had a conflict.

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3. Approve Agenda

A motion to approve the Agenda was made by Commissioner Sells with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Furr absent)

4. Consent Agenda

- A. Minutes October 11, 2021
- B. 2022 Town Board Meeting Schedule
- C. 2022 Holiday Schedule
- D. Retention Schedule for General Records
- E. Retention Schedule for Program Records

Commissioner Simpson made a motion to approve the Consent Agenda as listed with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Sells absent)

5. Reports

- A. Town Manager-Randy Holloway
- B. Asst. Town Manager-Crystal Smith
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Planning & Economic Development Director - Erin Burris
- E. Code Enforcement- Jeff Watts
- F. Public Works- Lane Bost
- G. Cabarrus Co. Sheriff's Dept Report - Deputy Claudette Tarte

6. Public Hearings

None

7. Old Business

A. Interlocal agreement with WSACC for future sewer capacity

Randy Holloway, Erin Burris, John Scarbrough, and Commissioner Sells reviewed the current Interlocal Wastewater Capacity Allocation Agreement. In summary, around July 2021 the Town was made aware of some sewer treatment capacity issues at the Rocky River Regional Wastewater Treatment Plant. All the municipalities and the county that had a seat on the Board were called together to start discussing how to deal with those capacity issues. WSACC had already planned on doing a two-phase plant expansion. The first phase would be completed in 2024 and the second in 2027. The Committee made a recommendation of a 50,000 gallon per day base amount plus historic use. Initially, it was proposed that historic use be used to allocate that percentage wise which would not have worked out well for Mount Pleasant. It hinges on what WSACC has submitted to the state for flow reduction. Every bedroom in a new house uses 100 gallons per day for the calculations but WSACC asked for it to be reduced to 70 gallons per day per bedroom. That will help free up a lot of paper allocation for everyone. Then, WSACC will have 1.2 million gallons per day to allocate if it goes through. They will not know until around January 2022. As a stop gap measure until Phase 1 expansion is completed, we have this Interlocal Agreement (*copy included in the Minute Book*) to say this is what each community will get: 50,000 gallons per day plus base. The Town is being asked to agree "in principle" to the allocation methodology. The Town will not know the exact number awarded until we get the information from the state. Previously, sewer capacity has been based on a "first come – first serve" basis. This agreement will at least make sure some of the allocation is reserved for Mount Pleasant.

Commissioner Sells (who also serves on the WSACC Board) stated WSACC looks back historically not at sewer usage but the amount of rain. So drier years had more capacity available than wetter years. State is dragging their feet and questioning everything. It was hard for WSACC to come to this agreement. The initial agreement submitted by the subcommittee gave more to one municipality than was fair. Concord decided to give Mount Pleasant more allocation from theirs.

John Scarbrough said the agreement states only WSACC can terminate the agreement which is a concern for him. However, since WSACC is comprised of the various member jurisdictions that will work out. This agreement does not replace the current sewage service agreement except for the allocation part instead of the "first come – first serve" basis. "This Agreement shall remain in effect until the earlier of (a) January 1, 2025, (b) the date upon which WSACC's expansion of the RRRWWTP comes online with 30 MGD treatment capacity, or (c) termination of this Agreement by WSACC."

The Town will need to come up with its own allocation policy once we are given our total allocation for future projects. It will include time limits for projects that are approved before the allocation will be withdrawn.

Randy Holloway asked for this to be reflected in the minutes: "Everybody worked together but kudos to Concord. Right out of the gate they were looking after us. They were the ones that said it needed to be a minimum capacity of 50,000 gallons or we would have only had 14,000 gallons and that is nothing." Staff recommends this. It is not perfect but better than what we had been doing.

John Scarbrough stated that capacity is transferable. One jurisdiction could give part of theirs to another.

A motion to approve an Interlocal Wastewater Capacity Allocation Agreement with the Water & Sewer Authority of Cabarrus County and authorize the Town Manager to sign the agreement was made by Commissioner Simpson with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Furr absent)

8. New Business

A. Consider accepting the CMAQ award of \$510,072 for the Washington St. street improvement project when a final approval is issued by the Board of Transportation in December

The Town received an award letter from CRMPO to "install approximately 900 feet of sidewalk with curb/gutter along N. Washington St in addition to two 12-foot shared travel lanes with bike sharrows." The award is for \$510,072 (80%) with a match of \$127,518 (20%) from the Town for a total cost of \$637,590. This would be from Park Dr to Franklin St. It is consistent with our Bike and Pedestrian Study completed a few years ago.

Previously, the Board gave its approval for Town Staff to apply for the funds at the February 8, 2021 meeting. The project is still dependent on acquiring property at the corner of Washington & Franklin from the Helms family which is in the budget.

A budget amendment for the 20% Town match will also need to be approved.

2 motions were made:

1. A motion to accept the CMAQ award of \$510,072 for the Washington St. street improvement project when a final approval is issued by the Board of Transportation in December was made by Commissioner Ashby with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Furr absent)

2. A motion to approve Budget Amendment #13 CMAQ Award 20% match Washington Street improvements was made by Commissioner Meadows with a second by Commissioner Simpson. All Board Members were in favor. (4-0, Commissioner Furr absent)

B. . Consider accepting the Emergency Supplemental Historic Preservation Fund (ESHPF) Grant and allowing Town Manager to sign the grant contract.

The Town received a \$94,250.00 grant to do a Stormwater Mitigation Plan and National Register Historic District Update from the North Carolina Department of Natural and Cultural Resources acting through the North Carolina State Historic Preservation Office.

The studies will need to be completed by December 31, 2024. This grant covers 100% of the cost for the two studies.

It will help prevent flooding in the downtown area.

A motion to accept the Emergency Supplemental Historic Preservation Fund (ESHPF) Grant and allow the Town Manager to sign the grant contract was made by Commissioner Simpson with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Furr absent)

C. Consider contracting with The Wooten Company for general Town Engineering Services.

Randy Holloway stated in August 2021, the Town issued an RFQ for Engineering Services to assist the Town with general engineering services on an as needed basis and function as Town Engineer, with the scope of work to include water, sewer, roadway, pedestrian, and storm water, etc. services. RFQ was published in the Independent Tribune and on HUB Office Bid Opportunities. It has been 10 years since the last time we have selected a Town Engineer.

We had four engineering firms respond:

Alley, Williams, Carmen, & King
LKC Engineering
McGill Engineering
The Wooten Company

The Town is currently working with all four of the firms in some capacity through projects or regular Town engineering services. Staff have reviewed the proposals and scored them. There was a tie between LKC Engineering and The Wooten Company. Staff recommends the Board considering The Wooten Company for town engineering services.

3 motions were made:

1. A motion to accept engineering services proposal from The Wooten Company was made by Commissioner Ashby with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Furr absent)

2. A motion to allow the Town Manager to negotiate acceptable engineering fees and sign the contract when negotiations are complete was made by Commissioner Simpson with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Furr absent)

3. A motion to allow the Town Manager to reach out to the runner-up (LKC Engineering) to start negotiations if an agreement cannot be reached with the Wooten Company was made by Commissioner Meadows with a second by Commissioner Ashby. All Board Members were in favor. (4-0, Commissioner Furr absent)

D. Consider purchasing 6 heavy-duty commercial picnic tables to replace the wooden ones at Town Hall.

Amy Schueneman reminded the Commissioners at the Fall Festival they saw the poor condition of our current picnic tables which show a lot of rust spots and warped wood. Staff received a quote of \$8,067.13 from KirbyBuilt to purchase 5 8' regular picnic tables and one 8' ADA compliant picnic table. They are constructed of heavy-duty metal with a premium-grade weather and vandal-resistant thermoplastic coating. Staff would like to order now to guarantee they are here by the Independence Celebration in June.

Randy Holloway reported that everything tonight is coming out of General Fund Balance but the preliminary audit for FY20/21 showed an increase of \$477,000 in the General Fund Fund Balance due to conservative projections on revenue due to COVID and reducing expenses. So, the General Fund Fund Balance is very healthy at this time.

Commissioner Ashby suggested getting a quote from Cobie Ellington who sold the same type of picnic tables to Mt. Pleasant United Methodist Church for their playground.

2 motions were made:

1. A motion to order 6 picnic tables not to exceed the cost of \$8,067.13 was made by Commissioner Sells with a second by Commissioner Simpson. All Board Members were in favor. (4-0, Commissioner Furr absent)

2. A motion to approve Budget Amendment #14 Purchase of 6 picnic tables based on the negotiated price was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Furr absent)

A motion to go into Closed Session was made by Commissioner Sells with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Furr absent)

9. Closed Session 143-318.11.(a)(#5) Acquisition and disposition of property

To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

A motion to come out of Closed Session was made by Commissioner Meadows with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Furr absent)

Upon returning to Open Session, the Board made the following motions:

1. A motion to allow the Town Manager to negotiate a sewer easement for Walker Road sewer line was made by Commissioner Simpson with a second by Commissioner Ashby. All Board Members were in favor. (4-0, Commissioner Furr absent)

2. A motion for the Town Attorney to begin condemnation proceedings, if necessary, for the sewer easement on Walker Road was made by Commissioner Simpson with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Furr absent)

3. A motion to authorize the Town Attorney to request the property owner to grant an encroachment easement for a driveway on Foil Street by was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Furr absent)

10. Adjournment

With nothing else to come before the Board, Commissioner Meadows made a motion to adjourn. Commissioner Ashby seconded the motion.

All Board Members were in favor. (4-0, Commissioner Furr absent)

By our signatures, the following minutes were approved as submitted and amended on Monday, December 13, 2021 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

SEAL

This is Task Order No. 4
consisting of 3 pages.

Task Order No. 4

In accordance with Paragraph 1.01 of the Agreement between Owner and Engineer for Professional Services – Task Order Edition, dated 9/29/2020 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: On-Site Engineering Services from 11/1/21 to 10/31/22

B. Description: Provide Engineering Assistance to the Town four (4) hours per week for twelve (12) months for the period November 1, 2021 through October 31, 2022 at a rate of \$110/hr. with total fee estimated to be \$22,880.00.

C. Number of Construction Contracts

The Specific Project is anticipated to be constructed under n/a Construction Contracts.

2. Services of Engineer

Other Services

Engineer (initially proposed to be Richard McMillan) shall be available for in-person consultations four (4) hours per week for 52 weeks. From Town Hall, the Engineer will provide a variety of tasks and act at the request of the Town, by and through its Town Manager unless another person is designated to be the Owner's representative. Basically, the Engineer will be an extension of the Town staff. The following is a list of tasks that are anticipated for the Engineer to provide:

- (a) Engineer will respond to calls from the public dealing with public works or engineering issues as designated by the Town Manager.
- (b) Engineer shall review drawings and construction practices of developers to verify they are in compliance with development guidance and ordinances for the Town of Mount Pleasant.
- (c) Engineer shall assist in reviewing Town Development Ordinances and may provide recommended improvements to said Ordinances.
- (d) Engineer shall represent Owner at construction meetings with developers or other projects that the Town of Mount Pleasant is associated.
- (e) Engineer shall maintain record drawings and preliminary reports and all other records for the benefit of Owner and organize said documents at Town Hall.
- (f) Engineer shall attend meetings when requested by the Town Manager. Some of these meetings may be the regular scheduled Town Council meetings.
- (g) If a specific project is identified by the Owner that needs to be done, then a separate task order will be prepared between the parties identifying the work project and establishing a fee for said project.

Part 6 of Exhibit A is incorporated by reference unless otherwise noted.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following:

Provide Engineer access to Town Hall, office space, traditional office equipment and related support, local tax records, Geographic Information Systems, tax maps, copies of all pertinent ordinances, or other items deemed necessary in the completion of duties associated with the execution of this contract.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>On-site Engineering</u>	<u>Starting November 1, 2021, and extending for 12 months to October 31, 2022.</u>

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

Category of Services	Compensation Method	Estimate of Compensation for Services
On Site Engineering	Hourly Rate (\$110/hr. x 4 hrs. x 52 weeks)	\$22,880.00

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants - **None**

7. Other Modifications to Agreement: **None**

8. Attachments: **None**

9. Documents Incorporated By Reference: **None**

10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is November 1, 2021.

OWNER:

Town of Mount Pleasant

By (Signature): Randy Holloway

Typed Name: Randy Holloway

Title: Town Manager

ENGINEER:

L.E. Wooten & Company dba
The Wooten Company

By (Signature): W. Brian Johnson

Typed Name: W. Brian Johnson, PE

Title: Vice President

Engineer License or Firm's
Certificate No. F-0115
State of: North Carolina

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Typed Name: Randy Holloway

Title: Town Manager

Address: P. O. Box 787
Mt. Pleasant, NC 28124

E-Mail
Address: HollowayR@mtpleasantnc.us

Phone: 704.436.9803

Fax: 704.436.2921

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Typed Name: John Grey

Title: Western Division Lead

Address: 300 S. Main St., Lower Level
Winston-Salem, NC 27101

E-Mail
Address: jgrey@thewootencompany.com

Phone: 336.722.5326

Fax: 336.722.5329



Carolina Construction Equipment

Sales Invoice Receipt
#896232084

From

Josh Harrington
PO Box 1398
Waxhaw, NC. 28173
Cell (704) 619 – 8168
HUB Certified Company

Customer info:

Town of Mount Pleasant
8590 Park Dr.
Mt. Pleasant, NC 28124
(704) 224 - 6402

Payment Terms -
Prior to Pickup

Salesperson
J. Harrington (704) 619-8168

Contact Quoted –

Ship To

Order #	Delivery Via BW	Routing
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Item #	Quantity Ordered	Description	Unit Price	Total
		PAS 150: HFS:	\$42,400.00	
		6x20 Suction Hose:	\$520.00	
		6x20 Black Rubber Hose	\$660.00	
		6" Strainer:	\$361.00	
		Float Switch:	\$325.00	
		6" Male Bauer x Flange:	\$245.00	
		6" Female Bauer X Flange:	\$160.00	
		Gasket Kit Qty 2:	\$30.00	
		12 Volt extension for block heater	\$150.00	
		Freight:	\$400.00	
		Lead time: February/2022		
		Pricing does not include sales tax if applicable. Pricing subject to change per material increases if any.		
			7% tax	
				<div style="text-align: center;"> </div> \$45,251.00 3167.57 <hr style="width: 100%;"/> \$48,418.57

MEMORANDUM

To: Mayor and Town Board

From: Randy Holloway, Town Manager

Date: December 13, 2021

RE: Manager's report for November 2021

Please find listed below an update / overview for the month of November 2021

- I have reached a tentative agreement with the property owners on Highway 49 for the Walker Road sewer line easement. We will discuss this item in closed session at the December 13th Board meeting.
- Had a meeting with Staff, LKC Engineering and the Niblock Development group to discuss the timing of the Brighton Park Development at Highway 49 and 73. The grading for this project is projected to start spring of 2022.
- Continued working with an investment group that is trying to purchase the Buddy's restaurant building and barbershop building. This property is now under contract.
- Continued working with the Fire Department and Architect on several possible layouts for the Fire Department renovation project. The original layouts went too far out front and the updated proposed layouts now move more of the addition to the rear of the Station.
- Met with Staff and McGill to discuss the various projects on the Town Hall property and timeline for the project. Hope to have a full report for the January Board meeting.
- Worked with Town Staff to review the proposal for engineering services from Wooden Engineering and choose to go with a one year contract to keep the current arrangement with an outside engineer. This seems to be working fine and Staff will review this process again next fall.
- Worked with Staff and the Town Attorney on the proposed WSACC Interlocal agreement that was approved by the Board at the November meeting.
- Continued to participate every other Monday in Covid-19 Task Force meetings with local managers and Elected Officials.
- Participated in the monthly Cabarrus Economic Development meeting.
- Continued to work with the Town Planner on several potential developments.
- Continued participating in the monthly Cabarrus County Fire Service Commission meeting. This Commission is considering some potential significant changes in the manner in which the rural fire districts are funding. I will give the Board a more in-depth report on this as additional information becomes available.

Mount Pleasant

North Carolina

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ASSISTANT TOWN MANAGER'S REPORT

December 2021

To: Mayor & Commissioners

From: Crystal Smith, Assistant Town Administrator

Subject: Monthly Activities for November 2021

- Monthly BCBS Webinar and training on new BCBS billing system
- Attended Leadership Team Meeting
- Worked on Christmas Events
- Began work on this fiscal year's OPEB report with Cavanagh & Associates (future retiree insurance reporting/evaluation we have to do annually)

Respectfully submitted,



Crystal Whitley Smith
Assistant Town Manager

FINANCIAL REPORT
as of November 30, 2021

Cash Balances

	General Fund	Powell Bill Bank Account	GF-Capital Reserve	Water/Sewer Fund	Capital Project Fire Station Add
First Bank-Checking	176,998.18	48,512.72		160,021.95	242,525.41
First Bank-Payroll Checking	52,034.95				
First Bank-General Fund Money Market	804,063.06				
First Bank- Retiree Insurance Money Market	14,406.87				
First Bank-W/S Money Market				819,192.45	
First Bank- USDA Capital Project Checking				175,535.54	
First Bank- Summer St Pump Station Capital Proj	354,133.01			39,784.03	
First Bank- ARP Special Reserve Fund	12,883.86				
First Bank-Façade Grant	6,302.45				
First Bank-Savings (Sidwalk Escrow)			56,617.62		
First Bank- Capital Reserve- Police Vehicles			246,126.83		
First Bank- Capital Reserve- FD Vehicles	33,684.13			74,687.28	
First Bank- Manhole Repairs					
Uwharrie Bank Savings (Park Dev)	865,162.47			30,950.72	
Uwharrie Bank-Dredging (Savings)					
NC Capital Mgmt Trust- 42% Reserve					
NC Capital Mgmt Trust-Debt Setoff Acct				1,312.29	

TOTAL
4,214,935.82

Total Cash Balances

2,319,668.98	48,512.72	302,744.45	1,301,484.26	242,525.41
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FY2021-2022

	General Fund			
	APPROVED	MONTH TO DATE	YEAR TO DATE	PERCENT
	2021-2022	(Encumbered)	TO DATE	REMAINING
Revenues	2,959,804.00		973,120.57	\$1,986,683.43
Expenditures	2,959,804.00	201,757.15	1,089,924.90	\$1,668,121.95
				33%
				44%
	Water Sewer Fund			
	APPROVED	MONTH TO DATE	YEAR TO DATE	PERCENT
	2021-2022	(Encumbered)	TO DATE	REMAINING
Revenues	1,161,980.00		540,117.35	\$621,862.65
Expenditures	1,161,980.00	102,596.18	388,748.73	\$670,635.09
				46%
				42%

**TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL - November 2021**

	<u>CURRENT BUDGET</u>	<u>YTD ACTUAL</u>	<u>DIFFERENCE</u>
GENERAL GOVERNMENT			
Town Hall	265,485.00	238,095.60	27,389.40
Governing Body	40,399.00	14,425.22	25,973.78
Admin	640,632.00	57,630.47	583,001.53
Planning & Zoning	177,940.00	59,277.09	118,662.91
	1,124,456.00	369,428.38	755,027.62
PUBLIC SAFETY			
Law Enforcement	161,693.00	38,798.25	122,894.75
Fire Department	855,253.00	231,800.42	623,452.58
	1,016,946.00	270,598.67	746,347.33
PUBLIC WORKS			
Operations Center	43,450.00	22,097.90	21,352.10
Streets	367,338.00	77,360.27	289,977.73
Sanitation	138,500.00	41,007.33	97,492.67
Buildings & Grounds	73,582.00	26,750.20	46,831.80
	622,870.00	167,215.70	455,654.30
CULTURE/REC	70,418.00	10,297.50	60,120.50
DEBT SERVICE			
Debt Service Principal	87,466.00	46,404.55	41,061.45
Debt Service Interest	21,485.00	10,367.66	11,117.34
	108,951.00	56,772.21	52,178.79
TOTAL	2,943,641.00	874,312.46	2,069,328.54
WATER/SEWER			
Admin	249,965.00	77,185.79	172,779.21
Operations Center	28,900.00	11,194.10	17,705.90
Water	155,929.00	60,627.15	95,301.85
Sewer	347,000.00	115,298.86	231,701.14
Water Treatment Plant	561,988.00	119,173.78	442,814.22
	1,343,782.00	383,479.68	960,302.32
DEBT SERVICE			
Debt Service Principal	157,392.00	-	157,392.00
Debt Service Interest	14,879.00	5,269.05	9,609.95
	172,271.00	5,269.05	167,001.95
TOTAL	1,688,324.00	394,017.78	1,294,306.22
COMBINED	4,631,965.00	1,268,330.24	3,363,634.76

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Planning and Economic Development December 13, 2021

Planning & Zoning Cases

SUP 2021-01 Outdoor Recreational Facility/Outdoor Sports Club

Description: Special Use Permit request for the operation of a fishing pond, classified as an outdoor recreational use/outdoor sports club

Area: approx. 10 acres

Location: Corner of Highway 49 & Foil Road (9518 Foil Road)

Cabarrus County Parcel Number: 5671-80-1606

Zoning: RL Residential Low Density

Current Status: Board of Adjustment approved the Special Use Permit with conditions and a deadline for completion of improvements.

SUB 2021-01 (Minor Subdivision) South Skyland Drive

Description: 4 single-family residential lots (4th lot could be duplex)

Area: approx. 1.42 acres

Location: Southwest corner of NC Highway 73 and South Skyland Drive

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RH Residential High Density

Current Status: Final Plat approved. Awaiting driveway permits and encroachment approval by NCDOT. No direct access to Highway 73 is permitted. Lots 1-3 under construction. Lot 4 cannot be built until Summer Street Pump Station is complete. NCDEQ is providing a notice of violation to the property owner for grading more than 1 acre without a soil and erosion control permit.

TA 2021-03 Infrastructure Text Amendments

Description: Update infrastructure standards in the Development Ordinance to incorporate best practices and move specifications and details into a separate Standards and Specifications Manual.

Current Status: Planning Director and Town Engineer are currently working on draft amendments and are bringing those amendments to the Planning & Zoning Board as they are completed.

TA 2021-04 Home Occupation Text Amendments

Description: In August, staff brought to the attention of the Planning & Zoning Board discrepancies regarding artists and craftsmen and lessons as home occupations based on questions asked by the potential buyer of a home within the town. The Planning & Zoning Board directed staff to research the home occupation ordinances of other jurisdictions. At the September meeting, staff presented draft amendments to the board for discussion. Another citizen attended the meeting expressing his desire to run a grading business from his home in Oldenburg, which currently has an open zoning enforcement case. The Planning & Zoning Board directed staff to prepare draft text amendments to address the gentlemen's request while safeguarding adjacent properties. Staff noted to the Board that text amendments are not property specific, but apply to all properties within the jurisdiction. At its October meeting, the Planning & Zoning Board requested staff provide information about weight limits on local roads and the impact of heavy equipment. The item was tabled at the November meeting due to a long agenda.

Current Status: Planning & Zoning Board will continue to review and discuss draft amendments at the January meeting.

SUB 2020-03 Brighton Park Preliminary Plat

Description: 179 single family lots with community clubhouse and pool

Area: approx. 86.77 acres

Proposed Density: 2.06 dwelling units per acre

Location: Southwest corner of NC Highway 73 and NC Highway 49

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RM Residential Medium Density

Current Status: Awaiting construction drawings

Permits

November 2021 report attached

Code of Ordinances

Staff has been researching noise ordinances, low speed vehicle ordinances, and local street speed limits as requested by the Town Board. Proposed amendments will be presented as they are completed.

Utilities

- Town Staff continues to work with the Sewer Capacity Allocation Committee regarding sewer capacity issues at WSACC's Rocky River Waste Water Treatment Plant (RRWWTP). WSACC is awaiting state approval of reduced paper capacity allocation for residential uses. The official capacity allocation for Mount Pleasant is anticipated in January.
- LKC is currently working on engineering documents for water and sewer improvements to be completed with USDA loan funds.
- Thanks to the legislative delegation for the eastern Cabarrus area, especially Senator Paul Newton and his staff, the Town was allocated \$8 million in the state budget for additional water and sewer improvements. Town Staff will be meeting with engineers to make recommendations on the next most necessary and effective water and sewer projects to present to the Town Board.

Comprehensive Plan Implementation

- Cabarrus County has budgeted \$10 million for a new Mount Pleasant Library and Senior Center and Selected CPL Architecture Engineering and Planning as the design firm for the project. Cabarrus County has also budgeted \$4 million for Mount Pleasant Park Amenities to include 3 baseball fields, 2 multi-purpose fields, picnic shelters, restroom/concession building, and trails. The County selected Alfred Benesch & Company as the design firm for the project. Both projects are to be located on a 30-acre site within the Town of Mount Pleasant to be announced upon closure on the property.
- McGill and Associates has begun work on plans for Phase 1 of Municipal Complex Improvements, which focus on amenities at McAllister Field. In an effort to raise money for these improvements, all proceeds from the sale of Pleasant Life merchandise is going directly to the Park fund.
- Pleasant Life now has a live website www.pleasantlife.org. The home page, about page, and online store are complete. Work continues to construct the site to include business directories, things to do, and sample itineraries for visitors.
- Town Staff applied for Carolina Thread Trail Implementation Grant for trailhead expansion at the Buffalo Creek Preserve and is waiting to see if the grant has been awarded. Awards are to be decided on Tuesday, December 7.
- The contract for the \$94,250 federal grant for the National Register Historic District Survey Update, Study Form Update, and Downtown Stormwater Study has been executed. Following an introductory meeting, procurement can begin.
- The agreement with Duke Energy to study of utility burial and relocation in downtown has been executed, and the study is underway.

Transportation

- CMAQ funding for sidewalks, curb & gutter, and widening to accommodate bike sharrows on N. Washington Street has been approved. The contract will be executed soon, and then procurement for engineering can be begin.
- Staff has requested an update from NCDOT on the status of signalization at the intersection of Highway 73 and Main Street and the intention of protected left turns from Main Street onto Highway 73 and Opticon preemption devices for emergency vehicles. No parking signs have been installed in downtown.
- Town staff and contract engineer are working to compile a list of needed sidewalk repairs and street paving, based on scoring and funding availability.

November 2021 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2021-54	11/1/2021	5671-10-6083	116	N. Main St.	Accessory	Storage Shed	Joe Folicce	
Z-2021-55	11/8/2021	5670-23-8037	8519	E. Franklin St.	Addition	Porch roof addition	Ashley Starnes	
Z-2021-56	11/22/2021	5670-05-8597	935	Page St.	Upfit	Generator	MT Electrical Services	
Z-2021-57	11/23/2021	5670-23-1646	1438	N. Main St.	Demolition	Single-family home demo.	Terry L. Smith Construction	
Z-2021-58	11/29/2021	5670-32-2122	1550	S. Main St.	New	Single-family home	Chris Swofford	
Z-2021-59	11/29/2021	5670-23-1646	1438	N. Main St.	New	Single-family home	Terry L. Smith Construction	

6 Zoning Permits

MEMORANDUM

To: Mayor and Town Board

From: Lane Bost, Public Works

Date: December 13, 2021

RE: Please find listed below an update / overview for the month of November 2021

New:

- Completed monthly meter reads
- Water Cut-Offs
- Responded to 7 pump station alarm calls
- Responded to 5 customer calls
- Picked up 18 dump truck loads of brush which equals 216 cubic yards of brush
- Completed 39 work orders for various issues
- Renewed water service at 8701 East Franklin St
- Picked up 22 trailer loads of leaves which equals 220 cubic yards of leaves
- Lane Bost and Daniel Crowell went to Con-ed training to renew their Water and Waste Water Certifications
- Put up Christmas Lights and Tree for the Holiday Season
- Repaired North Woods, Mountain Brook and Summer Street pump stations
- Repaired water service leak at Zeba's Tax Service on Cook St
- Repaired water service leak 300 Brackenberry Circle
- Repaired water service leak at 212 Brackenberry Circle

On going:

- Public works mows and maintains approximately 18 acres each week to biweekly depending on conditions as well as ground maintenance at all 8 of our sewer pump stations
- 8 pump stations are checked once a week which included a visit to each station checking dialer status and recording run times. Alarm floats are pulled and checked, and stations cleaned monthly in accordance to NC DWQ standards
- Weekly Chlorine monitoring is done on Mondays or Fridays depending on schedule of work and consists of pulling samples from 5 different sites which change every other week
- Due to the volume of brush/yard debris collection typically takes 1 to 1.5 days of the week especially during leaf season

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Agenda Item:

Consider selecting a Board member to act as Mayor Pro Tem (MPT) for a 2-year term.

Narrative:

North Carolina law, GS 160A-70 requires town governing boards to elect from among its members a Mayor Pro Tem. The MPT “exercises all of the functions of the mayor, including discretionary, ministerial, executive and administrative, legislative and judicial or quasi-judicial powers,” when acting in place of the mayor.

Recommendation:

Motion to approve _____ as Mayor Pro Tem until December 2023.

UNC School of Government explanation of Mayor Pro Tem responsibilities and duties is included.



Coates' Canons Blog: Answers to Questions About the Mayor Pro Tem.

By Frayda Bluestein

Article: <https://canons.sog.unc.edu/answers-to-questions-about-the-mayor-pro-tem/>

This entry was posted on August 27, 2018 and is filed under General Local Government (Miscellaneous)

North Carolina law, GS 160A-70 requires city governing boards to elect from among its members a mayor pro tem. What powers does the mayor pro tem have? Does the mayor pro tem vote on all matters even in cities where the mayor votes only to break a tie? Does the mayor pro tem automatically become mayor if the mayor resigns? What does "pro tem" mean, anyway? Read on to learn the answers to these and other questions about mayors pro tem.

"Pro tem." sounds like some fancy Latin term. What does it mean? Pro tem. is an abbreviation of the Latin phrase *pro tempore*, which means "for the time being" or "temporary." So that's the first thing to know about the mayor pro tem. The mayor pro tem serves temporarily in place of the mayor when the mayor is absent. For efficiency, I'll substitute MPT for mayor pro tem. and I'll call GS 160A-70, the MPT statute.

How is the MPT chosen?

The MPT statute requires the council to elect the MPT from among its members. There is no statutory guidance about how to structure the election. There are two choices – motion and vote, and nominations and ballot. You can learn more about these methods in a blog post [here](#).

Does the MPT serve in that role for the duration of his or her term of office on the council?

Not necessarily. The MPT statute says that the MPT must be elected at the organization meeting, and that the MPT serves at the pleasure of the council. This means that the council has to choose a MPT at each organizational meeting, and that the council has the choice of reelecting the current MPT, or electing a new one. It also means that the council can, with or without cause, vote to remove the MPT at any time, and appoint a new one.

What powers does the MPT have?

The general rule nationally is that, unless state law provides otherwise, the MPT "exercises all of the functions of the mayor, including discretionary, ministerial, executive and administrative, legislative and judicial or quasi-judicial powers," when acting in place of the mayor. *3 McQuillin Mun. Corp. § 12:72 (3d ed.)*. See *State v. Thomas*, 141 N.C. 791 (1906) (*upholding a warrant issued by the mayor pro tem. Issuing warrants was one of the powers of mayors at that time.*)

The North Carolina MPT statute departs from the national rule and allows the council to confer upon the MPT "any of the powers and duties of the mayor." In the School of Government's Suggested Rules of Procedure for a City Council, 4thEd., recommended Rule 18 delegates to the MPT the power to preside in the Mayor's absence, including all of the powers of the presiding officer as specified in Rule 17(d). As noted in my blog post [here](#), North Carolina mayors have few statutory powers. When electing a MPT, the council should consider whether to delegate powers beyond simply presiding at meetings. It's common, for example, for mayors to have delegated authority to sign contracts, participate in agenda preparation, sign ordinances, and conduct various ceremonial functions. Should the council delegate all of those powers to the MPT? The extent of a delegation to the MPT will likely depend upon the anticipated duration of the mayor's absence. More on that below.

Are there any statutory powers that a MPT can exercise any time, even when the mayor is not absent?

Yes, at least one. GS 160A-71(b)(1) gives the MPT authority to call a special meeting. Other powers might exist in individual city charters.



Does a council member serving as mayor pro tem vote on all matters, even if the mayor only votes in a tie?

Yes. The MPT statute says, "A councilman serving as mayor pro tempore shall be entitled to vote on all matters and shall be considered a councilman for all purposes, including the determination of whether a quorum is present." This is true even when even when the MPT is presiding in the mayor's absence.

What happens if both the mayor and the MPT are both absent?

The MPT statute says that if they're both absent, the council can elect from the members present, a temporary chair to preside.

What if the mayor is absent for an extended period of time? Is there a time limit after which the board can declare the mayor's seat vacant?

There are multiple scenarios that can occur so let's look at them separately.

What if the mayor becomes physically or mentally incapable of the performing the duties of the office?

The MPT statute allows the council, by unanimous vote, to declare that the mayor is incapacitated and confer any of the mayor's powers and duties on the MPT. If the mayor subsequently declares that he or she is no longer incapacitated, and a majority of the council concurs, the mayor resumes his or her powers and duties. The statute doesn't set any limit on how long this situation can persist if the mayor continues to be incapacitated.

What if the mayor continues to be incapacitated and it appears that he or she will not be able to return to the office?

One option is for the mayor to resign. Sometimes, however, the mayor is unable or unwilling to make that decision. There are no statutory provisions that allow a board to remove member of the board. Amotion is a common law mechanism for removing a member of an elected board when the member is unable or unwilling to properly carry out the duties of the office. The standard for removal of an elected board member by amotion are very high, and the process requires a hearing and presentation of evidence in support of the action. For more on amotion, see my blog post here.

What if the mayor wants to take a leave of absence?

Although it's rarely used, state law allows any elected or appointed official of a city or county to obtain a leave of absence for protracted illness or "other reason satisfactory to the governing body" of the city or county. See **GS 128-40 (counties)** and **GS 128-41 (cities)**. The process must be initiated by the official seeking the leave of absence and must be approved by the governing body. While on leave the official does not receive a salary but retains any sick leave to which he or she is entitled. The leave does not extend the term of office.

If the mayor takes a leave of absence, it seems likely that the council would delegate to the MPT some or all of the mayor's duties during the leave period. The statute, however, provides an alternative option:

If, by reason of the length of the period of absence or the nature of the duties of the official, the governing body deems it necessary, it may appoint any qualified citizen of the municipality as a temporary replacement for the period of the official's leave of absence. This appointee shall have all the authority, duties, perquisites, and emoluments of the official temporarily replaced. The appointee shall possess all the qualifications required by law for holding the office for which the temporary replacement official is appointed. *GS 128-41.*

What if the Mayor moves out of the city, or does something else that renders her ineligible for the office? Can the governing board remove the mayor?

Not exactly, but they may be able to declare the office vacant. If there is documented evidence that the mayor ceases to be qualified for the office, state law provides that the office is "ipso facto" (Latin for "by the fact itself"), vacant. As described in a blog post here, in this circumstance, the board can declare the office vacant and fill the vacancy.



If there is a vacancy in the mayor's seat, does the MPT automatically become the mayor?

No. As indicated earlier, the council has authority to delegate the mayor's duties to the MPT. But when it comes to filling a vacancy in the mayor's seat, the council fills the seat as provided in GS 160A-63. Under that statute the council can appoint the MPT, or any other council member, or any other person who is eligible to serve. If they appoint the MPT or any other council member, that creates a new vacancy and the council fills it.

What if the council wishes to leave the mayor's seat vacant and have the MPT carry out the mayor's duties until the next election?

It's not entirely clear whether the council has the discretion to do this. The statute doesn't provide any time frame within in which a vacancy on the council must be filled, but on the other hand the, the law says that the council "shall" fill the vacancy. For more on this issue see my blog post here.

Do you have questions about the mayor pro tem?

Send them to me in a comment and I'll try to answer them.

Links

- www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_160A/GS_160A-70.html
- www.sog.unc.edu/publications/books/suggested-rules-procedure-city-council-fourth-edition-2017
- www4.ncleg.net/enactedlegislation/statutes/html/bysection/chapter_160a/ga_160a-71.html
- www.ncleg.net/gascripts/statutes/statutelookup.pl?statute=128-40
- www.ncleg.net/gascripts/statutes/statutelookup.pl?statute=128-41
- www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_160A/GS_160A-63.html

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Agenda Item:

Consider the 2022 appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization.

Narrative:

Phil Conrad of Cabarrus Rowan MPO is requesting the names for the TAC and TCC appointments by January 1, 2022. The MPO would like to know who will serve in 2022 as our designated appointees to the TAC (elected officials only), as well as the TCC (staff) appointee and alternate.

Erin Burris is currently the TCC representative with Crystal Smith as alternate. Staff is recommending reappointing Erin Burris as TCC representative and Crystal Smith as alternate.

Currently, Mayor Pro Tem Lori Furr is serving as TAC representative for the Town with Commissioner Jim Sells listed as alternate.

Recommendations:

1. Motion to reappoint Erin Burris as TCC representative with Crystal Smith as alternate
2. Motion to appoint _____ as TAC representative with Commissioner _____ as the TAC alternate.

Mount Pleasant

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Agenda Item:

Consider appointing 2 members to the NCSFA Relief Fund Board of Trustees for a one year term.

Narrative:

The Town Board must appoint 2 members to the NCSFA Relief Fund Board of Trustees each year. For the past year Mayor Del Eudy and Mayor Pro-Tem Lori Furr have been on the Board.

Typically, this Board may meet one time a year. The new Board must be appointed and submitted to the state by January 15, 2022.

Recommendations:

Motion to appoint _____ and _____ to the NCSFA Relief Fund Board for 2022.

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Agenda Item:

Consider moving General Fund 42% Reserve savings from NC Capital Management to First Bank to earn more interest.

Narrative:

Currently, the Town has an account at NC Capital Management for the 42% General Fund reserve (\$865,162.47) that the Town can use for emergencies. This also includes the 10% reserve required by State Statutes. The additional 32% is reserved at the discretion of the Board. The account is not earning much interest at NC Capital Management. Last month it was only \$7.11 interest on the \$865,162.47.

In comparison, First Bank has our General Fund Money Market which has a balance of \$804,063.06. It earned \$132.16 in interest for November.

Recommendation:

Motion to approve the "Resolution Granting the Closing of one Bank Account and then the Opening of Another Bank Account with Authorized Signers."

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Resolution Granting the Closing of one Bank Account and then the Opening of Another Bank Account with Authorized Signers

BE IT RESOLVED, that the Town of Mount Pleasant Board of Commissioners hereby designates the closing of North Carolina Capital Management Trust account #47033535 (General Fund 42% Reserve). In addition, the Finance Officer is directed to move the funds to First Bank and open a new account "**General Fund 42% Reserve Money Market**" under our Federal EIN #56-6001297, and that Mayor Del Eudy, Assistant Town Manager Crystal Smith, Finance Officer Amy Schueneman, and Senior Customer Service Jennifer Blake be authorized effective December 13, 2021 to execute the opening of the account, the ability to manage the account, and authorization to sign checks upon all accounts for the Town of Mount Pleasant:

BE IT FURTHER RESOLVED, that such evidence of debt, checks, and drafts will be signed or authorized by any two of said officials.

This the 13th day of December, 2021.

Mayor Del Eudy

Attest:

Amy Schueneman, Town Clerk

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Agenda Item:

Consider changing the Limb/Leaf pickup schedule.

Narrative:

Darrell Layton and Lane Bost will present at the meeting and answer questions.

Public Works Department would like to propose a leaf pick up schedule to separate from the present "call every week for Tuesday pick up" method. We would like to split the Town into 4 sections with 4 collection dates per leaf season, exact dates to be determined if the Board would be open to this idea. We currently pick up leaves one day every week to whatever resident calls. With 3 full-time and a vacant full-time position, pre-determined leaf pickups in 4 different sections from October thru January would allow us to schedule our work to serve the residents of Mount Pleasant more efficiently.

Recommendation:

Open

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Agenda Item:

Consider adjusting the water and sewer tap fees effective January 1, 2022.

Narrative:

Darrell Layton and Lane Bost will present at the meeting and answer questions.

The Public Works Department would like to propose the following fee schedule changes due to the rising cost of materials. Cost has increased significantly over the past 2 years and the past tap fees do not come close to covering installation.

Water and Wastewater Utilities

In house Water Tap Fees	Meter Size
\$3,850	3/4 "

Anything 1" or larger will be regular tap fees plus cost of materials,

In house Wastewater Connection Fees	Service Size
\$3,850	4"

Once tap fee is paid, property owner must have tap installed within six (6) months or tap fee will be reimbursed. Then, property owner will have to pay current tap fees to be installed.

Water & Sewer Taps located within State DOT rights-of-way will be the responsibility of the property owner. Taps shall be installed by the utility contractors approved by the Town of Mount Pleasant, unless decided by Public Works Department that it can be installed in-house. Homeowner/contractor will be responsible for paying the utility contractor directly. Homeowner/contractor would still need to complete a Town water/sewer application, pay the \$100 deposit, and the \$25 application fee to have service with the Town. *(Only one application, deposit, and application fee required per address, if water and sewer are both available.)*

Approved Utility Companies currently are:

- Garrow Utilities
- BRS Incorporated

Recommendation:

Motion to adjust the water and sewer tap fees in the Fees & Charges Schedule effective January 1, 2022.

Copy of Fees & Charges schedule attached with changes in RED on Pages 15-18.

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Agenda Item:

Consider not allowing comments on Social Media posts unless Town is needing suggestions on a specific topic.

Narrative:

At the Clerk's annual training session, Amy Schueneman learned from Shannon Tufts, Social Media consultant/Attorney at the School of Government, that the Town can turn off comments from all posts, if so desired. Many of the municipal/county governments at the class are having issues with negative comments from the same individuals in their communities like we are. It is unconstitutional to block an individual but not to turn off the comments for everyone.

Recommendation:

Open

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Town Board of Commissioners Meeting

Town Hall - 8590 Park Drive Mount Pleasant, NC

To: Mayor Eudy and Town Board of Commissioners
From: Erin S. Burris, AICP – Planning & Economic Development Director
Date: December 13, 2021
Subject: FIP 2021-01 Dance Trap Façade Improvement Program Request

A. BACKGROUND

Applicant: Lauren Elliot
Dance Trap
PO Box 1047
Mount Pleasant, NC 28124

Property Owner: Jane Bost (Mrs. Marvin Bost)
PO Box 112
Mount Pleasant, NC 28124

Property Location: 8345 W. Franklin Street

Property Parcel Number(s): 5670-23-0511

Property Size: approximately 0.20 acres

Zoning District: CC Center City

Based on the criteria set forth in the Façade Improvement Program, the applicant is proposing a Tier 1 façade project for 50% reimbursement up to \$10,000 for façade improvements to include the following:

- Removal of front porch and board-and-batten siding
- Replace entry doors
- Restore storefront window (old Eagle Grocery Store)
- Add awnings
- Parge concrete block on addition
- Paint front walls with neutral color and paint trim

B. APPROVAL CRITERIA

The Façade Improvement Program is an incentive-based measure. It is intended to encourage and provide an economic incentive for the renovation of building facades in Mount Pleasant, implementation of commonly accepted design standards for the rehabilitation of historic buildings; and enhancement of the character of Mount Pleasant. The application meets the criteria of the program as outlined below:

8590 Park Drive : P.O. Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704.436.9803 : fax 704.436.2921

- The property is eligible for the program and is currently up to date on all property taxes.
- The proposed improvements meet the requirements of the Mount Pleasant Development Ordinance.
- The proposed improvements meet all of the requirements of the Secretary of Interior Standards for Rehabilitation, to the greatest extent possible and will restore a historic storefront of the old Eagle Grocery Store.
- An estimate for the proposed work has been provided.

The Town would provide a 50% match up to \$10,000 in exchange for the property owner maintaining and leaving the improvements in place for a minimum of five (5) years. A rendering of the proposed improvements has been provided by Benchmark Planning that produced the drawing at the request of the Town.

C. STAFF COMMENTS

Staff recommends approval of the requested Tier 1 Façade Improvement Project for a 50% match up to \$10,000 to include the following work:

- Removal of front porch and board-and-batten siding from addition
- Replace both sets of front entry doors
- Restore historic storefront window (old Eagle Grocery Store)
- Add awnings over addition doorway and windows
- Parge/Stucco concrete block on addition
- Paint front walls with neutral color and paint trim

In accordance with program requirements, prior to reimbursement, all receipts shall to be provided upon completion of the project and all work shall be completed as approved, unless any minor deviations are approved in writing by the Planning & Economic Development Director. Additionally, the property owner will be required to sign a façade maintenance agreement providing the Town assurance that the improvements shall be maintained and remain in place for a minimum of five (5) years. If the agreement is not adhered to, then the applicant shall return the project funds to the Town or be assessed for such.

The current balance of the Façade/Mural fund is \$18,547.13 (after pending expenditures). Following reimbursement for this request, the balance is estimated at \$8,547.13.

D. PROCEDURES & ACTIONS

The Town Board of Commissioners is requested to either approve or deny the Façade Improvement request in accordance with the parameters of the Façade Improvement Program.

E. ATTACHMENTS

1. Application
2. Existing building
3. Rendering
4. Cost estimate (to be provided at meeting)

Town of Mount Pleasant Façade Improvement Program Application

8590 Park Drive, Mount Pleasant, NC 28124

704-436-9803

Information

Date of Application: 11/12/21

Applicant Name

Lauren Elliott

Property Owner Name

Jane Bost

Business Owner Name (if different)

Lauren Elliott

Business Name

Dance Trap

Phone #

(704) 920-8124

Street Address

8345 Franklin St W

Business Mailing Address

PO Box 1047

MT Pleasant, NC 28124

Use of Building

Current use of building:

Dance Instruction

Proposed use of building:

same

Description of Proposed Project (Attach colored drawing, sketch, or conceptual image of proposed renovations, specifically identifying changes and paint color for each detail of the building, along with a photo of the building as it currently exists.):

Remove front porch, restore Eagle Grocery Storefront
add awnings over addition entry door + windows,
replace entry doors, parge/stucco concrete block on addition, paint

Program Tier Requested (#1=\$10,000, #2=\$5,000, #3=\$2,500) #1

Total Estimated Cost of Façade Renovation (attach contractor, architect, and or engineer estimates, as applicable):

Checklist for Complete Application

- 1) I have read the Town of Mount Pleasant Façade Improvement Program Outline and fully understand that upon application approval, I agree for the property owner to sign a maintenance agreement for the specified time period for the Program Tier: Tier 1-five (5) years, Tier 2-three (3) years, Tier 3-two (2) years.
- 2) The owner's written permission is attached, if applicable. pending
- 3) Cost estimates, photos, drawings, and renderings, including color scheme and sign design for project are attached.
- 4) I understand the Façade Improvement Program must be used in the manner described in this application, and the application must be reviewed and approved by the Town Board of Commissioners prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all program funds. Funds will be paid up to 30 days after work-related receipts have been submitted to Town Hall.

Applicant's Name Printed:

Lauren Elliott

Applicant Signature:

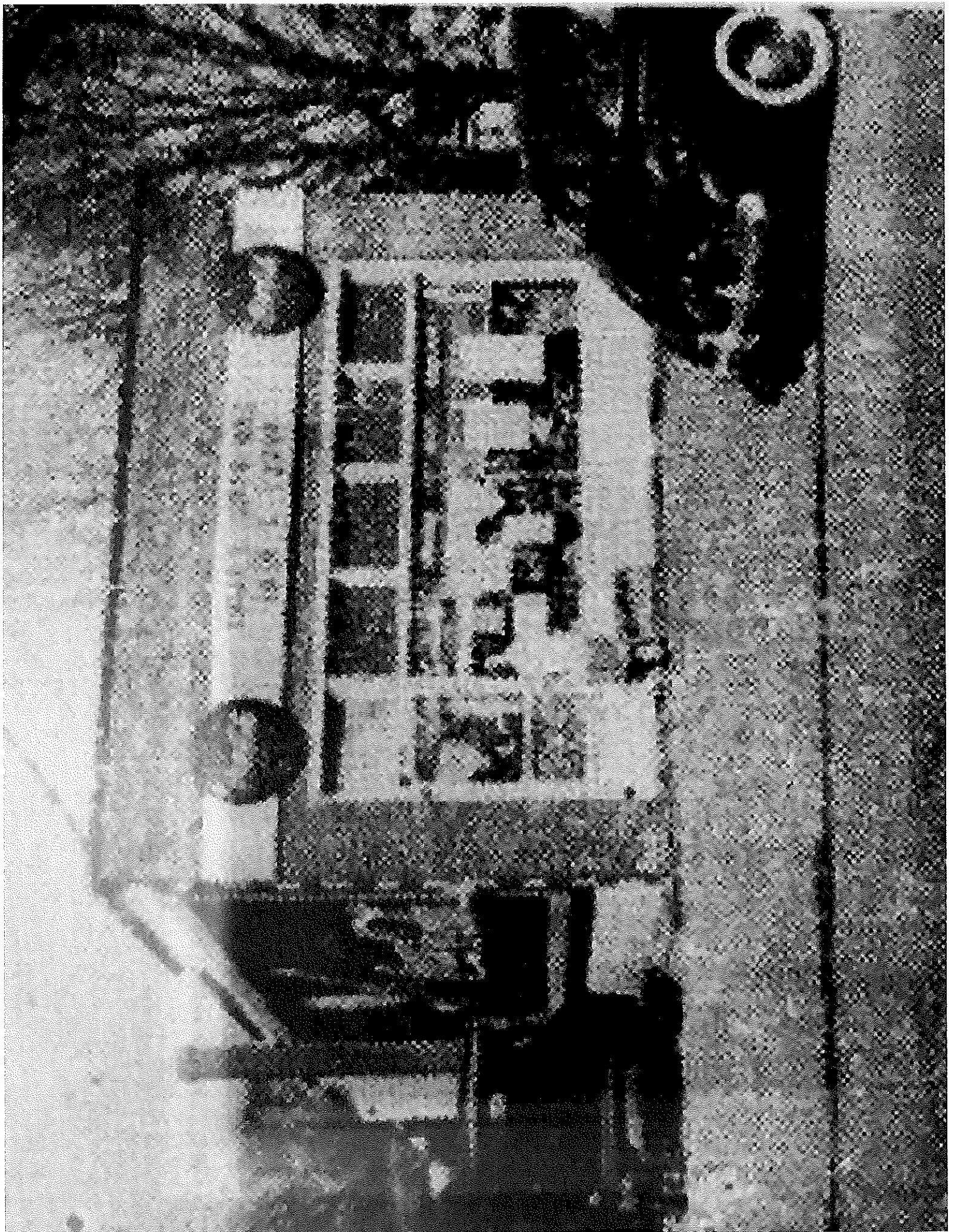
Lauren Elliott

Date:

11/12/21







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Agenda Item:

4th Anniversary Comprehensive Plan presentation: A summary of the status of implementation strategies in the Comprehensive Plan heading into the budget planning season and areas of the plan that need to be re-examined

Narrative:

Erin Burriss will discuss our progress in implementing the 2017 Comprehensive Plan over the past 4 years which will help prepare the Board for the FY22/23 Budgeting process.

Recommendation:

Information only.

Link to Comprehensive Plan if interested in reviewing it prior to the meeting is

<https://www.mtpleasantnc.org/wp-content/uploads/MP-Adopted-Comprehensive-Plan-As-Amended-3-23-20-Reduced.pdf>

AGENDA ITEM:

Receive an update on water and sewer project funding in the amount of eight million dollars from the State of North Carolina.

NARRATIVE:

The Town has received official notification that we are eligible to receive up to eight million dollars as part of the State of North Carolina's American Rescue Plan Appropriation. The funding is to be used for water and sewer projects that meet the requirements of State's Department of Environmental Quality (DEQ) water and waste water standards. Town Staff is already working with LKC Engineering to review the various water and sewer projects that would qualify for this funding.

This funding is in addition to the USDA funded projects that are in the engineering design phase currently.

Staff has a meeting scheduled with LKC Engineering and a WSACC representative on December 15th to discuss various projects. Staff hopes to have a recommendation ready for Board consideration at the January 10, 2022 meeting.

RECOMMENDATION:

Information only.