
Agenda

Town of Fairview



Agenda

Town Council Meeting
January 9, 2024 @ 6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

- 1. Call the meeting to order: ---Mayor Wilfong**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Agenda Changes/Approval of Agenda**
- 5. Approval of Consent Agenda:**
 - 5.A. Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
 - 5.B. Land Use Report---*Report Accepted as Information*
 - 5.C. Fund Balance Worksheet 2023-2024 --- *Report Accepted as Information*
 - 5.D. Fairview Park Event December Draft Minutes *(No December Meeting)*
 - 5.E. Fairview Park Facility December Draft Minutes *(No December Meeting)*
 - 5.F. Planning Board December Draft Minutes *(No December Meeting)*
 - 5.G. Approve Council Minutes for December 12, 2023
 - 5.H. Set Date for Council Retreat for Saturday, January 27th, 8:30 – 12:30

Agenda

5.I. Approve Resolution for Signatures (Darrell Baucom, Patricia Kindley, Gary Wilfong) for Bank Account at First National Bank

6. Public Comments:

7. Presentations:

8. Items of Business:

8.A. Appoint Council Member to Replace Jerry Clontz; Term to Expire 2025 ---
Mayor Wilfong

8.B. Presentation of 2022-2023 Town Audit --- *Deneal Bennett, J.B. Watson & Co., PLLC*

8.C. Discuss Estimate for Trash Removal on Nature Trail at Park --- *Mayor Wilfong*

9. Council Comments:

10. Adjournment

AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS

**** Public Comments are limited to 3 minutes**

Consent Agenda

A consent agenda is an effective means of managing the length of a meeting. It is normally made up of routine items that are not controversial in nature and upon which no further discussion is anticipated. Action on the consent agenda usually occurs early in the meeting with all items listed being approved by one motion and vote.

If any member of the governing body feels the need to discuss one or more of the items more fully, the item may be removed from the consent agenda and placed on the regular agenda.

Town of Fairview
Balance Sheet
 As of December 31, 2023

	Dec 31, 23	Dec 31, 22
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	850,599.85	837,184.49
Total Checking/Savings	850,599.85	837,184.49
Other Current Assets		
Franchise Tax Receivable	29,411.05	29,458.38
Investments		
Investments NCCMT	1,128.42	1,078.94
Total Investments	1,128.42	1,078.94
Prepaid assets	0.00	3,302.00
Sales Tax Receivable	8,959.45	8,289.82
Sales tax refund	2,006.73	0.00
Sales tax refund - Park grant	1,316.03	0.00
Taxes receivable	999.37	1,375.23
Taxes receivable - ad valorem	-1.15	-565.65
Taxes receivable - motor veh	1,217.10	1,156.98
Total Other Current Assets	45,037.00	44,095.70
Total Current Assets	895,636.85	881,280.19
Fixed Assets		
Accumulated Depreciation	-616,754.58	-509,525.10
Building and Improvements	1,413,376.32	1,332,303.56
Computer Equipment	10,073.66	10,073.66
Construction in Progress	33,455.27	8,123.05
Furniture and Equipment	1,698.00	1,698.00
Land	734,289.94	734,289.94
Land improvements	17,545.00	17,545.00
Leasehold improvements	0.00	27,486.25
Park equipment	171,130.76	152,883.99
Rental House	137,436.59	137,436.59
Total Fixed Assets	1,902,250.96	1,912,314.94
TOTAL ASSETS	2,797,887.81	2,793,595.13
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	18,235.61	-47,550.34
Total Accounts Payable	18,235.61	-47,550.34
Other Current Liabilities		
Accrued payroll	4,599.02	4,592.83
Deferred revenue - ad valorem	999.37	1,375.23
Payroll Liabilities	34.90	858.30
Prepaid taxes	19.28	41.29
Security deposit - rental house	1,450.00	1,450.00
Total Other Current Liabilities	7,102.57	8,317.65
Total Current Liabilities	25,338.18	-39,232.69
Long Term Liabilities		
Cumulative rent reserve	6,520.00	0.00
Note payable on park land	440,000.00	480,000.00
Total Long Term Liabilities	446,520.00	480,000.00
Total Liabilities	471,858.18	440,767.31

11:25 AM
12/30/23
Accrual Basis

Town of Fairview
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>	<u>Dec 31, 22</u>
Equity		
Allocated equity rent reserve	-6,520.00	0.00
Amount to be provided for LTD	-440,000.00	-480,000.00
Equity		
Fixed assets	1,902,250.96	1,912,314.94
Total Fund Balance	<u>1,207,568.00</u>	<u>1,207,568.00</u>
Total Equity	3,109,818.96	3,119,882.94
Retained Earnings	-331,635.09	-462,174.70
Net Income	-5,634.24	175,119.58
Total Equity	<u>2,326,029.63</u>	<u>2,352,827.82</u>
TOTAL LIABILITIES & EQUITY	<u>2,797,887.81</u>	<u>2,793,595.13</u>

5

Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/24

	<u>Operating</u>	Budget	Actual Fav to Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	67,840.55	113,000.00	-45,159.45
Alcoholic beverage		14,000.00	-14,000.00
Donation	200.00		200.00
Festival income - vendors, etc	1,862.00		1,862.00
Fund balance appropriated		-4,930.00	4,930.00
Interest on delinquent taxes	171.07		171.07
Investment income	2,087.66		2,087.66
Motor vehicle taxes	6,009.81	12,500.00	-6,490.19
Rent reserve for park capital items	8,530.00	20,000.00	-11,470.00
Sales and use tax	28,167.75	58,000.00	-29,832.25
Transfer from ARP fund	21,812.19	23,000.00	-1,187.81
Utility Franchise taxes	64,318.07	127,000.00	-62,681.93
Uncategorized income	2,371.50		2,371.50
Zoning fees	8,900.00	17,000.00	-8,100.00
Total Income	<u>212,270.60</u>	379,570.00	-167,299.40
Expense			
Advertising and Promotion		1,000.00	1,000.00
Audit fees	10,000.00	9,600.00	-400.00
Bank Service Charges	37.00	500.00	463.00
Capital outlay - Park		0.00	0.00
Capital outlay - Office renovation	4,265.60	1,700.00	-2,565.60
Capital Outlay - Town Hall		11,000.00	11,000.00
Debt repayment		57,160.00	57,160.00
Dues and Subscriptions	5,824.00	6,200.00	376.00
Elections expense		3,700.00	3,700.00
Festival expense	7,654.73	20,000.00	12,345.27
Grants	3,000.00	2,500.00	-500.00
Insurance Expense	7,072.54	7,200.00	127.46
Internet and website	5,454.63	11,000.00	5,545.37
Legal fees	3,113.60	10,000.00	6,886.40
Miscellaneous Expense	195.63	1,000.00	804.37
Office expense	13,861.27	26,250.00	12,388.73
Office utilities	1,857.56	6,500.00	4,642.44
Park Maintenance	12,201.80	40,000.00	27,798.20
Park Utilities	2,241.03	5,200.00	2,958.97
Payroll Expenses	66,112.37	56,600.00	-9,512.37
Payroll Taxes	135.92	9,350.00	9,214.08
Planning and zoning		54,305.00	54,305.00
Professional Fees	700.00	3,000.00	2,300.00

6

Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/24

	<u>Operating</u>	Budget	to Budget
Rental house repairs, etc	500.00	2,000.00	1,500.00
Salaries - Park		11,905.00	11,905.00
Solid Waste Manage cost share		8,000.00	8,000.00
Tax collection fees	1,031.85	2,200.00	1,168.15
Telephone Expense	365.69	1,200.00	834.31
Training expense		500.00	500.00
Travel expense	42.90	0.00	-42.90
Zoning administration	844.70	10,000.00	9,155.30
Total Expense	<u>146,512.82</u>	<u>379,570.00</u>	233,057.18
Net Ordinary Income	<u>65,757.78</u>	0.00	65,757.78
Net Income	<u><u>65,757.78</u></u>		

7

11:27 AM

12/30/23

Accrual Basis

Town of Fairview Transactions by Account As of December 31, 2023

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
								791,050.72
First National Bank								
Deposit	12/04/2023			Deposit		1,088.99		792,139.71
Deposit	12/08/2023			Deposit		375.00		792,514.71
Deposit	12/08/2023			Deposit		200.00		792,714.71
Check	12/11/2023	Draft	Duke Energy_	office			168.48	792,546.23
Check	12/11/2023	Draft	Duke Energy_	Park			350.78	792,195.45
Bill Pmt -Check	12/11/2023	104293	CompuNetwork	Server and email hosting			361.58	791,833.87
Bill Pmt -Check	12/11/2023	104294	Cox Law Firm, PLLC	Various legal fees			160.50	791,673.37
Bill Pmt -Check	12/11/2023	104295	Gary Wilfong_	expense reimbursement			189.43	791,483.94
Bill Pmt -Check	12/11/2023	104296	Pam Mower	Festival reimbursement			159.54	791,324.40
Bill Pmt -Check	12/11/2023	104297	Perry Laney Septic Tank				600.00	790,724.40
Bill Pmt -Check	12/11/2023	104298	RLI Surety Bond	Public Official Name bond			200.00	790,524.40
Bill Pmt -Check	12/11/2023	104299	T&J Land Maintenance ...	Mulch out Walking trail			8,000.00	782,524.40
Bill Pmt -Check	12/11/2023	104300	Union County Chamber ...	Chamber dues			341.00	782,183.40
Bill Pmt -Check	12/11/2023	104301	Union County Public Wo...				335.55	781,847.85
Bill Pmt -Check	12/11/2023	104302	WM Corporate Services	Garbage service			246.61	781,601.24
Bill Pmt -Check	12/11/2023	104303	Teresa Clontz	Cleaning town hall			200.00	781,401.24
Check	12/12/2023					0.00		781,401.24
Paycheck	12/12/2023	104305	Darrell H. Baucom				842.85	780,558.39
Paycheck	12/12/2023	104312	Kerry K Price				138.52	780,419.87
Paycheck	12/12/2023	104317	Tania Hernandez Virgili				646.45	779,773.42
Paycheck	12/12/2023	104318	Teresa Gregorius				1,411.94	778,361.48
Paycheck	12/12/2023	104304	Bill F. Thomas				46.17	778,315.31
Paycheck	12/12/2023	104306	Doug Buchanan				46.17	778,269.14
Paycheck	12/12/2023	104307	Edward D Humphries				2,706.12	775,563.02
Paycheck	12/12/2023	104308	Gary H Wilfong				184.70	775,378.32
Paycheck	12/12/2023	104309	Gary M Medlin				46.17	775,332.15
Paycheck	12/12/2023	104310	John A Biggers, Jr.				138.53	775,193.62
Paycheck	12/12/2023	104311	Joshua H Presley				46.17	775,147.45
Paycheck	12/12/2023	104313	Patricia H. Kindley				138.53	775,008.92
Paycheck	12/12/2023	104314	Rodney B Stephens				46.17	774,962.75
Paycheck	12/12/2023	104315	Sharon M Clontz				46.17	774,916.58
Paycheck	12/12/2023	104316	Spencer L. Thomas				854.65	774,061.93
Liability Check	12/12/2023	To Print	IRS	55-0789092			2,785.42	771,276.51
Liability Check	12/12/2023	To Print	NC Dept of Revenue_	600391020			284.00	770,992.51
Deposit	12/12/2023			Deposit		100.00		771,092.51
Check	12/12/2023	104319	FNB Commercial Credit ...	credit card payment			925.36	770,167.15
Check	12/12/2023	104320	Allison Plyler	Festival reimbursement			277.53	769,889.62
Deposit	12/12/2023			Deposit		4,566.49		774,456.11
Deposit	12/12/2023			Deposit		34,907.02		809,363.13
Paycheck	12/13/2023	104323	Darrell H. Baucom				200.00	809,163.13
Paycheck	12/13/2023	104324	Edward D Humphries				200.00	808,963.13
Paycheck	12/13/2023	104325	Spencer L. Thomas				200.00	808,763.13
Paycheck	12/13/2023	104326	Tania Hernandez Virgili				200.00	808,563.13
Paycheck	12/13/2023	104327	Teresa Gregorius				165.70	808,397.43
Liability Check	12/13/2023	To Print	IRS	55-0789092			2,107.50	806,289.93
Bill Pmt -Check	12/13/2023	104328	Taylor's Landscaping Se...	Landscaping			150.94	805,938.99
Bill Pmt -Check	12/13/2023	104329	Killingsworth Environme...	Pest control			100.00	805,838.99
Deposit	12/14/2023			Deposit		42,359.82		848,398.81
Deposit	12/15/2023			Deposit		1,305.00		849,703.81
Deposit	12/15/2023			Deposit		520.00		850,223.81
Check	12/17/2023	Draft	Spectrum	Phone, internet and TV			249.98	849,973.83
Bill Pmt -Check	12/17/2023	104330	Ray Barnes	Locksmith		100.00	325.00	849,648.83
Deposit	12/19/2023			Deposit			135.92	849,784.75
Check	12/21/2023	Draft	NC Dept of Commerce	SUT Tax payment		400.00		850,012.91
Deposit	12/21/2023			Deposit			500.00	849,512.91
Bill Pmt -Check	12/22/2023	104331	Brian Minor	Festival parking crew			540.00	848,972.91
Bill Pmt -Check	12/22/2023	104332	Carlton Brock	Festival set up, clean up, driver			590.00	848,382.91
Bill Pmt -Check	12/22/2023	104333	Donald Thomas	Festival setup, clean up, driver			80.00	848,302.91
Bill Pmt -Check	12/22/2023	104334	Grier Donaldson	Festival driver			100.00	848,202.91
Bill Pmt -Check	12/22/2023	104335	Holden Plyler	Festival - driving tractor			60.00	848,142.91
Bill Pmt -Check	12/22/2023	104336	James Richard Peniston	Festival set up			250.00	847,892.91
Bill Pmt -Check	12/22/2023	104337	Jeff Campagna	Festival Santa			149.45	847,743.46
Bill Pmt -Check	12/22/2023	104338	Piedmont Signs	Holiday lights signs			60.00	847,683.46
Bill Pmt -Check	12/22/2023	104339	Ryan Wagener Principi	Festival setup			80.00	847,603.46
Bill Pmt -Check	12/22/2023	104340	Todd Donaldson	Festival driver			100.00	847,503.46
Deposit	12/26/2023			Deposit		100.00		847,603.46
Deposit	12/29/2023			Deposit		2,371.50		850,174.96
Deposit	12/29/2023			Deposit		424.89		850,599.85
Deposit	12/31/2023			Interest				
						89,018.71	29,469.58	850,599.85
Total First National Bank						89,018.71	29,469.58	850,599.85
TOTAL								



Town of Fairview
Transaction Detail By Account
 July 2023 through June 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Park Maintenance							
Bill	07/11/2023	07112023	Jerry Clontz_	Reimburse park supplies	137.05		137.05
Bill	08/07/2023	1609	Taylor's Landscaping...	Lawn maintenace	2,102.50		2,239.55
Bill	08/07/2023	1609	Taylor's Landscaping...	Lawn maintenace	0.00		2,239.55
Check	08/08/2023	104189	FNB Commercial Cre...	Park and office activity on CC	889.21		3,128.76
Bill	09/05/2023	1610	Taylor's Landscaping...	Monthly lawncare	1,337.50		4,466.26
Bill	09/05/2023	1610	Taylor's Landscaping...	Monthly lawncare	450.00		4,916.26
Check	09/12/2023	104221	FNB Commercial Cre...	Credit card bill	53.61		4,969.87
Check	09/12/2023	104224	Jerry C. Clontz	supplies	352.97		5,322.84
Bill	09/26/2023	1617	Taylor's Landscaping...	September invoice	1,337.50		6,660.34
Bill	09/26/2023	1617	Taylor's Landscaping...	September invoice	360.00		7,020.34
Check	10/10/2023	104253	FNB Commercial Cre...	payment on credit card	447.28		7,467.62
Check	10/11/2023	104256	Jerry Clontz_	Reimburse supplies	731.29		8,198.91
Bill	11/02/2023	1626	Taylor's Landscaping...	October bill	1,337.50		9,536.41
Bill	11/02/2023	1626	Taylor's Landscaping...	October bill	360.00		9,896.41
Check	11/14/2023	104272	FNB Commercial Cre...	Payment on credit card bill	53.61		9,950.02
Bill	12/05/2023	12052023	Gary Wilfong_	expense reimbursement	76.08		10,026.10
Bill	12/05/2023	1633	Taylor's Landscaping...	Landscaping	1,497.50		11,523.60
Bill	12/05/2023	1633	Taylor's Landscaping...	Landscaping	540.00		12,063.60
Check	12/12/2023	104319	FNB Commercial Cre...	credit card payment	138.20		12,201.80
					12,201.80	0.00	12,201.80
Total Park Maintenance					12,201.80	0.00	12,201.80
TOTAL					12,201.80	0.00	12,201.80

Town of Fairview
Transaction Detail By Account
 July 2023 through June 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Office expense							
Bill	07/11/2023	07112023	Teresa Clontz	Cleaning	200.00		200.00
Bill	07/12/2023	07122023	Perry Laney Septic Tank	Pump septic tank	300.00		500.00
Bill	07/17/2023	0157865-4...	WM Corporate Services	Garbage for August	243.09		743.09
Check	07/31/2023	Draft	Great American Financial ...	Copier	168.51		911.60
Bill	08/03/2023	08032023	Teresa Clontz	Cleaning Town Hall	200.00		1,111.60
Bill	08/07/2023	1609	Taylor's Landscaping Serv...	Lawn maintenace	210.00		1,321.60
Check	08/08/2023	104187	Perry Laney Septic Tank	Pumping septic tank for 07/2...	300.00		1,621.60
Check	08/08/2023	104188	Ed Humphries_	Reimburse Ed for refund cre...	52.79		1,674.39
Check	08/08/2023	104189	FNB Commercial Credit C...	Park and office activity on CC	229.45		1,903.84
Bill	08/09/2023	08092023	Perry Laney Septic Tank	Septic pump out	300.00		2,203.84
Bill	08/16/2023	23126	Brown Creek Graphics LLC	Sign for Town Hall	1,605.00		3,808.84
Bill	08/16/2023	0160303-4...	WM Corporate Services	Sept service	243.09		4,051.93
Bill	08/17/2023	08172023	John Biggers_	Water line reimbursement	41.81		4,093.74
Bill	08/22/2023	08222023	Ed Humphries_	Postage reimbursement	198.00		4,291.74
Bill	08/22/2023	08222023	Patricia Kindley_	Office supplies from Walmart	50.00		4,341.74
Bill	08/24/2023	08242023	Perry Laney Septic Tank	Septic pump out	300.00		4,641.74
Check	08/31/2023	Draft	Great American Financial ...		171.28		4,813.02
Bill	08/31/2023	08312023	Gary Wilfong_	Reimbursement	17.30		4,830.32
Bill	09/05/2023	1610	Taylor's Landscaping Serv...	Monthly lawncare	680.00		5,510.32
Bill	09/12/2023	09122023	Teresa Clontz	Cleaning office	200.00		5,710.32
Check	09/12/2023	104221	FNB Commercial Credit C...	Credit card bill	229.33		5,939.65
Check	09/12/2023	104222	Perry Laney Septic Tank	Septic pumping	300.00		6,239.65
Bill	09/18/2023	0162757-4...	WM Corporate Services	Garbage service	246.61		6,486.26
Bill	09/22/2023	09222023	Perry Laney Septic Tank	Septic pump	300.00		6,786.26
Bill	09/26/2023	1617	Taylor's Landscaping Serv...	September invoice	730.00		7,516.26
Check	10/02/2023	Draft	Great American Financial ...	Draft for copier	212.84		7,729.10
Bill	10/10/2023	0102023	Teresa Clontz	Cleaning	200.00		7,929.10
Check	10/10/2023	104251	Perry Laney Septic Tank		300.00		8,229.10
Check	10/10/2023	104253	FNB Commercial Credit C...	payment on credit card	124.77		8,353.87
Bill	10/16/2023	0165229-4...	WM Corporate Services	Waste service	246.61		8,600.48
Bill	10/17/2023	3238435	Killingsworth Environmental	Pest control	150.94		8,751.42
Bill	10/18/2023	10182023	Perry Laney Septic Tank	Septic pumping	300.00		9,051.42
Bill	10/24/2023	10242023	Ed Humphries_	Postage and travel	4.35		9,055.77
Check	10/31/2023	Draft	Great American Financial ...	Copier lease	171.43		9,227.20
Bill	11/02/2023	3090892	Killingsworth Environmental	Pest control	150.94		9,378.14
Bill	11/02/2023	1626	Taylor's Landscaping Serv...	October bill	680.00		10,058.14
Bill	11/03/2023	11032023	Perry Laney Septic Tank	Pump septic tank	300.00		10,358.14
Bill	11/14/2023	11142023	Teresa Clontz	Cleaning office	200.00		10,558.14
Check	11/14/2023	104272	FNB Commercial Credit C...	Payment on credit card bill	661.92		11,220.06
Bill	11/16/2023	0167711-4...	WM Corporate Services	Garbage service	246.61		11,466.67
Bill	11/20/2023	11202023	Perry Laney Septic Tank	Pump septic tank	300.00		11,766.67
Check	11/30/2023	Draft	Great American Financial ...	Copier	168.51		11,935.18
Bill	12/05/2023	12052023	Gary Wilfong_	expense reimbursement	113.35		12,048.53
Bill	12/05/2023	1633	Taylor's Landscaping Serv...	Landscaping	70.00		12,118.53
Bill	12/07/2023	12072023	Perry Laney Septic Tank	Pump septic tank	300.00		12,418.53
Bill	12/10/2023	10122023	Patricia Kindley_	gift card for Christmas lights	30.00		12,448.53
Bill	12/12/2023	12122023	Teresa Clontz	Cleaning town hall	200.00		12,648.53
Check	12/12/2023	104319	FNB Commercial Credit C...	credit card payment	190.19		12,838.72
Bill	12/12/2023	5160713	Killingsworth Environmental	Pest control	150.94		12,989.66
Bill	12/13/2023	539870	Ray Barnes	Locksmith	325.00		13,314.66
Bill	12/18/2023	017007847...	WM Corporate Services	Garbage	246.61		13,561.27
Bill	12/26/2023	12262023	Perry Laney Septic Tank	Pump out septic tank	300.00		13,861.27
Total Office expense					13,861.27	0.00	13,861.27
TOTAL					13,861.27	0.00	13,861.27

10

Town of Fairview
Transaction Detail By Account
 July 2023 through June 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Festival expense								
Check	09/12/2023	104221		FNB Commercial Cre...	Credit card bill	151.95		151.95
Bill	09/16/2023	09162023		John Biggers_	Festival expense	84.45		236.40
Bill	10/03/2023	10032023		Jeff Campagna	Festival checks	172.00		408.40
Bill	10/03/2023	10032023		Rick Greene	Festival expense	600.00		1,008.40
Bill	10/03/2023	10032023		Union County Tractor...	Festival expense	500.00		1,508.40
Bill	10/03/2023	10032023		Todd Donaldson	Festival expense	140.00		1,648.40
Bill	10/04/2023	10042023		Pam Mower	Festival reimbursement	159.54		1,807.94
Bill	10/10/2023	10102023		Gary Wilfong_	Correction of amount owed to Gary	148.89		1,956.83
Check	10/10/2023	104255		Jimmy Huntley	DJ for festival	500.00		2,456.83
Check	10/31/2023	104258		Brian Minor	Fall Festival work	700.00		3,156.83
Bill	11/02/2023	11022023		Traci Price Ferguson	Supplies for Festival	95.32		3,252.15
Check	11/14/2023	104272		FNB Commercial Cre...	Payment on credit card bill	1,072.45		4,324.60
Check	11/14/2023	104290		Spencer L. Thomas	Reimbursement of festival expens...	195.63		4,520.23
Check	12/12/2023					0.00		4,520.23
Check	12/12/2023	104319		FNB Commercial Cre...	credit card payment	596.97		5,117.20
Check	12/12/2023	104320		Allison Plyler	Festival reimbursement	277.53		5,394.73
Bill	12/21/2023	12212023		Holden Plyler	Festival - driving tractor	100.00		5,494.73
Bill	12/21/2023	12212023		Jeff Campagna	Festival Santa	250.00		5,744.73
Bill	12/21/2023	12212023		Grier Donaldson	Festival driver	80.00		5,824.73
Bill	12/21/2023	12212023		Todd Donaldson	Festival driver	80.00		5,904.73
Bill	12/21/2023	12212023		Carlton Brock	Festival set up, clean up, driver	540.00		6,444.73
Bill	12/21/2023	12212023		Donald Thomas	Festival setup, clean up, driver	590.00		7,034.73
Bill	12/21/2023	12212023		Brian Minor	Festival parking crew	500.00		7,534.73
Bill	12/21/2023	12212023		James Richard Penist...	Festival set up	60.00		7,594.73
Bill	12/21/2023	12212023		Ryan Wagoner Principi	Festival setup	60.00		7,654.73
Total Festival expense						7,654.73	0.00	7,654.73
TOTAL						7,654.73	0.00	7,654.73

FUND BALANCE WORKSHEET 2023/2024

Beginning Spendable Fund Balance **\$597,000**
(as of 6/30/2023)

POLICY - Reserve in Spendable Fund Balance **\$200,000**

Spendable Fund Balance **\$397,000**
(as of 6/30/2023)

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				



**Town of Fairview
Regular Town Council Meeting
December 12, 2023**

The following Council members were present: Mayor Phil Thomas, John Biggers, Patricia Kindley, and Gary Wilfong. Kerry Price present after oath taken.

Others present: Darrell Baucom, Financial Officer; Ed Humphries, Land Use Administrator; Teresa Gregorius, Town Clerk and Spencer Cox, Administrative Assistant

Mayor Thomas announced that Councilman Jerry Clontz passed away November 18th. Councilman Clontz served on the Council since the town was established. Mayor Thomas asked for a moment of silence in remembrance.

Agenda Changes/Approval

Mayor Thomas stated that in Items of Business, he would like to add:

- Item #4 Discuss \$250,000 grant from State of North Carolina
- Item #5 Discuss Employee Christmas Bonus

Patricia Kindley made a motion to approve the agenda as amended. John Biggers seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Public Comments

None

Presentation

Patricia Kindley announced the results of the Christmas Holiday Lights contest:

First Place: Elizabeth & Jordyn Medlin
Second Place: Daniel & Ilan Williams
Third Place: Mike & Kendra Cardino
Honorable Mention: Tyler & Lindsey Howe

Consent Agenda

- a) Financial and Tax Reports--- *Report Accepted as Information*
- b) Fund Balance Worksheet 2023-2024 --- *Report Accepted as Information*

- c) Fairview Park Event November Draft Minutes (*No Meeting*)
- d) Fairview Park Facility November Draft Minutes (*Minutes Accepted as Information*)
- e) Planning Board November Draft Minutes (*Not Available*)
- f) Approve Council Minutes for November 14, 2023
- g) Grant Easement to Piedmont Natural Gas Company Inc. to run gas line to the fire department building and authorize the Mayor to sign the paperwork.
- h) Council meeting dates for 2024 and days town office will be closed

Gary Wilfong made a motion to approve the consent agenda. Patricia Kindley seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Items of Business

Item 1: Discuss Mini Mart @ Hwy. 601 and Brief Road Permitted with Special Use Permit #NR 23-098

Ed Humphries presented Special Use Permit #NR 23-098 for the Mini Mart at Hwy. 601 and Brief Road. The Planning Board recommended approval to the Council unanimously with the following conditions noted on Exhibit A (attached).

Mayor Opened Public Hearing

No Public Comments

Mayor Closed Public Hearing

“Finding of Facts”

1. Gary Wilfong made a motion that Special Use Permit #NR 23-098 will not materially endanger the public health or safety because the property was previously established for retail use. Patricia Kindley seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).
2. Patricia Kindley made a motion that Special Use Permit #NR 23-098 will not substantially injure the value of adjoining or abutting property because the history of the property is retail, and this is revisiting the same circumstances with a new concept. Gary Wilfong seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).
3. Gary Wilfong made a motion that Special Use Permit #NR 23-098 will be in harmony with the area in which it is to be located because it is already commercially zoned and requires no additional zoning changes. Patricia Kindley seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).
4. Patricia Kindley made a motion that Special Use Permit #NR 23-098 will be in general conformity with the land use plan, thoroughfare plan, or other plan because the property is in the highway corridor. Gary Wilfong seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Approval of Request:

Gary Wilfong made a motion to approve Special Use Permit #NR 23-098 for Mini Mart @ Hwy. 601 Brief Road. The proposed zoning amendment is found to be reasonable and consistent with the recommendations of the Town’s adopted Comprehensive Plan, the Town of Fairview Land Use Plan (Revised March 9, 2021), and the Town of Fairview Land Use Ordinance (effective

July 1, 2005). John Biggers seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Item 2: Discuss Adding “Food Trucks” to Land Use Ordinance in Definitions and Table of Uses as Text Amendment #TA 23-112

Ed Humphries presented adding “*FOOD TRUCK -- A licensed, motorized vehicle or mobile food unit that is designed and equipped to serve food and is temporarily located for the purpose of selling food items to customers. This use includes ice cream trucks.*” to the Land Use Ordinance and Table of Uses. The Planning Board approved the recommendation unanimously. The Council discussed.

Mayor Opened Public Hearing

No Public Comments

Mayor Closed Public Hearing

Decision: Gary Wilfong made a motion to approve Text Amendment #TA 23-112 request to add Food Trucks to Land Use Ordinance in Definitions and Table of Uses as a permitted use by right in B-4 and HC with supplemental regulations applicable, see definitions. The proposed zoning amendment is found to be reasonable and consistent with the recommendations of the Town’s adopted Comprehensive Plan, the Town of Fairview Land Use Plan (Revised March 9, 2021), and the Town of Fairview Land Use Ordinance (effective July 1, 2005). John Biggers seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Item 3: Discuss Adding “Animal Boarding—Horses” To “Table of Uses” as Text Amendment #TA 23-110 as a permitted use by right in RA-40 and RA-80 See sections 175,168 and 180A

Ed Humphries presented “*Horse Boarding is a service offered by established horse farms. For a monthly fee, the boarding facility will maintain the daily care of a client’s horse. These services may include feeding, turnout, stall cleaning, grooming, training, and even medical care.*”

There is a minimum of 10 Acres with a limit of horses to one horse per pasture acre, over 10 horses, Special Use Permit required.” as a permitted use by right in RA-40 and RA-80, See sections 175,168 and 180A in Table of Uses. The Planning Board approved the recommendation unanimously. The Council discussed.

Mayor Opened Public Hearing

No Public Comments

Mayor Closed Public Hearing

Decision: Patricia Kindley made a motion to approve Text Amendment #TA 23-110 request to add Animal Boarding—Horses” To “Table of Uses” as a permitted use by right in RA-40 and RA-80 see sections 175,168 and 180A. The proposed zoning amendment is found to be reasonable and consistent with the recommendations of the Town’s adopted Comprehensive Plan, the Town of Fairview Land Use Plan (Revised March 9, 2021), and the Town of Fairview Land Use Ordinance (effective July 1, 2005). John Biggers seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Item 4: Discuss \$250,000 grant from State of North Carolina

Mayor Thomas reported that the State of North Carolina has granted the town \$250,000 to be used for Fairview Park. Darrell Baucom stated that the state had a surplus which was instrumental in Representatives Dean Arp, Mark Brody and Senator Todd Johnson recommending the town for this grant. The state requires a Scope of Work, Conflict of Interest letter and Overdue Tax Debt Statement produced and signed to complete the grant process. The Council discussed.

John Biggers made a motion to accept the \$250,000 grant for Fairview Park from the state and authorize the mayor, mayor pro tem, finance officer and town clerk to sign the required paperwork. Gary Wilfong seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

Item 5: Discuss Employee Christmas Bonus

Mayor Thomas stated that traditionally the town gives staff Christmas bonuses. The Council discussed.

Gary Wilfong made a motion to give a \$200 (Net) bonus to the following employees: Ed Humphries, Teresa Gregorius, Darrell Baucom, Spencer Cox, and Tania Virgili. John Biggers seconded the motion. Council members Biggers, Kindley and Wilfong voted yes (3-0).

5. Recognition of Outgoing Mayor Phil Thomas

Mayor Pro Tem Gary Wilfong presented outgoing Mayor Thomas a plaque for his service to the town on the Planning Board and Mayor.

6. Mayor and Council Comments

Patricia Kindley stated that the Winter Festival was a success despite the weather.

Current Council members John Biggers, Patricia Kindley and Gary Wilfong expressed their sadness in the passing of Councilman Jerry Clontz.

Spencer Cox reported that the Park Event Committee will be hosting a Kids Fishing Day in remembrance of Jerry Clontz in the spring.

Current Council members John Biggers, Patricia Kindley and Gary Wilfong expressed their appreciation to Mayor Thomas for his service and pleasure working with him.

Mayor Thomas announced that the Union County Board of Elections will be using the town's Community Room as an early voting site for primaries and general elections. Mayor Thomas thanked the Council and citizens for allowing him to serve the town.

RECESS

7. Installation/Oath of Office of Newly Elected Officials

Mayor: Gary Wilfong

Oath given by Teresa Gregorius, Clerk

Councilmember: John Biggers

Oath given by Teresa Gregorius, Clerk

Councilmember: Kerry Price

Oath given by Teresa Gregorius, Clerk

8. Appoint Mayor Pro Tem

Patricia Kindley made a motion to appoint John Biggers for Mayor Pro Tem. Kerry Price seconded the motion. Council members Biggers, Kindley and Price voted yes (3-0). Oath of Office given by Teresa Gregorius, Clerk

9. Mayor and Council Comments (New Council)

Mayor Wilfong, Mayor Pro Tem Biggers, Councilwomen Kindley and Price all introduced themselves and told everyone a little about themselves.

Patricia Kindley made a motion to adjourn. Kerry Price seconded the motion. Council members Biggers, Kindley and Price voted yes (3-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Gary Wilfong
Mayor

Approved this _____ day of _____, 2023



FAIRVIEW NORTH CAROLINA

January 9, 2024

First National Bank
2593 West Roosevelt Blvd.
Monroe, NC 28110

RE: Signatories for Town Bank Account

The Town of Fairview approved the following signatories for the bank account with First National Bank at their meeting on Tuesday, January 9, 2024:

- Gary Wilfong, Mayor
- Patricia Kindley, Councilwoman
- Darrell Baucom, Finance Officer

Please delete Phillip C. Thomas and Jerry Clontz as signatories on the account.

Please let us know if you have any questions related to these changes.

Sincerely,

Teresa Gregorius, Town Clerk

Darrell Baucom, Finance Officer

Appoint Council Member to Fill Vacancy

Presentation of 2022-2023 Audit

Discuss Estimate for Trash Removal at Park

ESTIMATE

Across Town Dumpster Rentals LLC
512 E Hwy 218
Monroe, NC 28110

office@acrosstown.net
+1 (704) 221-6251



Bill Riffle

Bill to
Bill Riffle

Estimate details

Estimate no.: 1002
Estimate date: 12/18/2023

#	Date	Product or service	SKU	Amount
1.		Mini excavator mobilization		\$200.00
2.		Skid steer mobilization		\$200.00
3.		Mini excavator Separating/sorting debris piles and moving debris to a trail accessible to a skid steer.		\$1,500.00
4.		Skid steer Moving debris from trails to an area to be loaded into dumpsters.		\$1,500.00
5.		Tire removal Removal and transportation of tires to specialty landfill with 20 yard dumpster.		\$585.00
6.		Metal removal Removal and transportation of metal to a recycling center with 20 yard dumpster.		\$570.00
7.		Assorted debris removal Removal and transportation of assorted debris to landfill with 20 yard dumpster.		\$520.00
8.		Labor Labor for picking up glass and small debris.		\$750.00
			Total	\$5,825.00

Note to customer

Thanks for considering Across Town for this project.

Some things to consider for the timing of this job.

1. Weather.

The trash piles are far from the parking lot making them difficult to reach especially if the fields are wet.

2. Timing of the next planting season.

23

I would assume the farmer of those fields will be planting in early spring which will effect access to the trash piles or risk damage to the crops.

It was a pleasure meeting you on Saturday. I look forward to hearing back from you!

Thanks again,
Brett Helms