

Agenda

Town of Fairview



Agenda
Town Council Meeting
July 9, 2019
6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

1. Call the meeting to order: ---Mayor Thomas

Invocation
Pledge of Allegiance

- a. Agenda Changes
- b. Approval of Agenda

2. Public Comments / Presentations:**

3. Consent Agenda:

- a) Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
- b) Land Use Report---*Report Accepted as Information*
- c) Fairview Park Event June Draft Minutes (*Minutes Accepted as Information*)
- d) Fairview Park Facility June Draft Minutes (*Minutes Accepted as Information*)
- e) Planning Board June Draft Minutes (*No June Meeting*)
- f) Approve Council Minutes for June 11, 2019
- g) Re-allocate previously approved funds (\$3,000) to sod areas at Fairview Park

Agenda

h) Volunteer Waiver Form

4. Items of Business:

Item 1: Request for funds from Piedmont High School Band Boosters in the amount of \$5,000.00

Item 2: Renew order granting Temporary Permit # TP 14-037 for six months (new permit will expire January 2020) in the name of Gregory Morgan-6508 Morgan's Cove Road, Monroe, NC 28110. The permit would allow Morgan to add a manufactured home to his property (Parcel #08192012) for the purpose of caring for a relative—under Section 179 of the Fairview Land use Ordinance --- *Ed Humphries*

Item 3: Re-Appoint 3 members to Planning and Zoning Board (Nancy Randall, Tony Helms and Doug Buchanan with terms to expire July 2021) --- *Ed Humphries*

Item 4: Discuss/Approve Fairview Park Facility Committee Rules of Procedure --- *Teresa Gregorius*

Item 5: Review Personnel Policy --- *Mayor Thomas*

Item 4: Discuss/Approve Partnering with Union County on Preliminary Designs for Critical Intersections --- *Mayor Thomas*

5. Council Comments:

6. 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
Profit & Loss Budget vs. Actual
July 2018 through June 2019

| | Jul '18 - Jun 19 | Budget | \$ Over Budget | % of Budget |
|--------------------------------|-------------------|-------------------|-------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Ad Valorem taxes | 76,774.03 | 74,500.00 | 2,274.03 | 103.1% |
| Alcoholic beverage | 16,023.80 | 16,000.00 | 23.80 | 100.1% |
| Donation | 4,998.75 | | | |
| Donation - vendors | 125.00 | | | |
| Fund balance appropriated | 0.00 | 100,269.00 | -100,269.00 | 0.0% |
| Interest on delinquent taxes | 474.79 | | | |
| Investment income | 2,683.82 | 2,700.00 | -16.18 | 99.4% |
| Motor vehicle taxes | 9,831.61 | 9,500.00 | 331.61 | 103.5% |
| Park rental income | 2,500.00 | 2,500.00 | 0.00 | 100.0% |
| Rental house income | 3,400.00 | 4,250.00 | -850.00 | 80.0% |
| Sales and use tax | 27,021.23 | 26,000.00 | 1,021.23 | 103.9% |
| Utility Franchise taxes | 144,899.73 | 135,000.00 | 9,899.73 | 107.3% |
| Zoning fees | 14,555.00 | 15,000.00 | -445.00 | 97.0% |
| Total Income | 303,287.76 | 385,719.00 | -82,431.24 | 78.6% |
| Expense | | | | |
| Advertising and Promotion | 1,348.28 | 1,500.00 | -151.72 | 89.9% |
| Audit fees | 7,800.00 | 7,800.00 | 0.00 | 100.0% |
| Bank Service Charges | 152.30 | 200.00 | -47.70 | 76.2% |
| Capital Outlay - Office Reno | 25,361.52 | 26,000.00 | -638.48 | 97.5% |
| Capital outlay - Park | 58,650.00 | 60,000.00 | -1,350.00 | 97.8% |
| Capital outlay - rental house | 12,621.56 | 13,000.00 | -378.44 | 97.1% |
| Dues and Subscriptions | 5,686.00 | 6,000.00 | -314.00 | 94.8% |
| Festival expense | 13,326.04 | 13,000.00 | 326.04 | 102.5% |
| Fire Dept Grant | 9,999.96 | 10,000.00 | -0.04 | 100.0% |
| Fire Dept Truck Payment | 52,569.24 | 52,569.00 | 0.24 | 100.0% |
| Grants | 1,000.00 | 1,000.00 | 0.00 | 100.0% |
| Insurance Expense | 4,986.20 | 5,000.00 | -13.80 | 99.7% |
| Internet and website | 8,588.44 | 7,000.00 | 1,588.44 | 122.7% |
| Legal fees | 6,355.56 | 7,500.00 | -1,144.44 | 84.7% |
| Meals and Entertainment | 160.05 | 500.00 | -339.95 | 32.0% |
| Miscellaneous Expense | 510.00 | 500.00 | 10.00 | 102.0% |
| Office expense | 9,541.91 | 10,000.00 | -458.09 | 95.4% |
| Office utilities | 3,375.45 | 4,000.00 | -624.55 | 84.4% |
| Park Maintenance | 19,480.52 | 30,000.00 | -10,519.48 | 64.9% |
| Park Utilities | 1,992.44 | 2,500.00 | -507.56 | 79.7% |
| Payroll Expenses | 97,906.17 | 100,000.00 | -2,093.83 | 97.9% |
| Payroll taxes | 147.94 | 250.00 | -102.06 | 59.2% |
| Professional Fees | 2,732.00 | 3,000.00 | -268.00 | 91.1% |
| Rent Expense | 11,750.00 | 12,000.00 | -250.00 | 97.9% |
| Rental utilities | 277.72 | 400.00 | -122.28 | 69.4% |
| Solid Waste Manage cost share | 8,000.00 | 8,000.00 | 0.00 | 100.0% |
| Tax collection fees | 1,457.32 | 1,500.00 | -42.68 | 97.2% |
| Telephone Expense | 1,239.49 | 1,500.00 | -260.51 | 82.6% |
| Training expense | 0.00 | 500.00 | -500.00 | 0.0% |
| Travel Expense | 327.34 | 500.00 | -172.66 | 65.5% |
| Total Expense | 367,343.45 | 385,719.00 | -18,375.55 | 95.2% |
| Net Ordinary Income | -64,055.69 | 0.00 | -64,055.69 | 100.0% |
| Net Income | -64,055.69 | 0.00 | -64,055.69 | 100.0% |

Town of Fairview
Balance Sheet
 As of June 28, 2019

| | <u>Jun 28, 19</u> |
|----------------------------------|---------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| American Community Bank | 424,152.18 |
| Total Checking/Savings | 424,152.18 |
| Other Current Assets | |
| Franchise Tax Receivable | 33,317.39 |
| Investments | |
| Investments NCCMT | 1,001.57 |
| Total Investments | 1,001.57 |
| Sales Tax Receivable | 4,417.60 |
| Taxes receivable | 2,096.90 |
| Taxes receivable - ad valorem | -760.02 |
| Taxes receivable - motor veh | 838.25 |
| Total Other Current Assets | 40,911.69 |
| Total Current Assets | 465,063.87 |
| Fixed Assets | |
| Accumulated Depreciation | -122,554.13 |
| Building and Improvements | 1,181,642.75 |
| Computer Equipment | 12,688.66 |
| Furniture and Equipment | 1,698.00 |
| Land | 683,039.94 |
| Land improvements | 10,145.00 |
| Leasehold improvements | 2,500.00 |
| Park equipment | 148,928.88 |
| Rental House | 125,000.00 |
| Total Fixed Assets | 2,043,089.10 |
| TOTAL ASSETS | 2,508,152.97 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 8,562.85 |
| Total Accounts Payable | 8,562.85 |
| Other Current Liabilities | |
| Accrued payroll | 4,565.66 |
| Deferred revenue - ad valorem | 2,096.90 |
| Payroll Liabilities | 738.70 |
| Prepaid tax interest | 11.38 |
| Prepaid taxes | 317.58 |
| Security deposit - rental house | 850.00 |
| Total Other Current Liabilities | 8,580.22 |
| Total Current Liabilities | 17,143.07 |
| Long Term Liabilities | |
| Note payable on park land | 600,000.00 |
| Total Long Term Liabilities | 600,000.00 |
| Total Liabilities | 617,143.07 |
| Equity | |
| Equity | |
| Fixed assets | 1,440,720.49 |
| Total Fund Balance | 1,207,568.00 |

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**Town of Fairview
Transactions by Account
As of June 30, 2019**

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|--------------------------------|------------|----------|--------------------------|------------------------------------|------------------|------------------|-------------------|
| American Community Bank | | | | | | | 400,781.93 |
| Bill Pmt -Check | 06/07/2019 | 102651 | Brian Hinson | Music in the Park technical assist | | 400.00 | 400,381.93 |
| Bill Pmt -Check | 06/07/2019 | 102652 | Clark, Griffin and Mc... | June retainer | | 350.00 | 400,031.93 |
| Bill Pmt -Check | 06/07/2019 | 102653 | CompuNetwork | Hosting and support, etc | | 277.69 | 399,754.24 |
| Bill Pmt -Check | 06/07/2019 | 102654 | Darrell H. Baucom_ | Expense reimbursement | | 71.10 | 399,683.14 |
| Bill Pmt -Check | 06/07/2019 | 102655 | Efird Enterprises | | | 5,100.00 | 394,583.14 |
| Bill Pmt -Check | 06/07/2019 | 102656 | Fairview VFD and Re... | Grant to VFD | | 833.33 | 393,749.81 |
| Bill Pmt -Check | 06/07/2019 | 102657 | Taylor's Landscaping... | Park maintenance for May | | 1,337.50 | 392,412.31 |
| Bill Pmt -Check | 06/07/2019 | 102658 | Union County Public ... | Park water | | 59.73 | 392,352.58 |
| Bill Pmt -Check | 06/07/2019 | 102659 | Vision Office System... | Copier repair | | 26.68 | 392,325.90 |
| Deposit | 06/10/2019 | | | Deposit | 617.59 | | 392,943.49 |
| Paycheck | 06/11/2019 | 102660 | Darrell H. Baucom | | | 597.32 | 392,346.17 |
| Paycheck | 06/11/2019 | 102667 | Teresa Gregorius | | | 1,204.19 | 391,141.98 |
| Paycheck | 06/11/2019 | 102661 | Edward D Humphries | | | 2,243.96 | 388,898.02 |
| Paycheck | 06/11/2019 | 102662 | Gary H Wilfong | | | 138.53 | 388,759.49 |
| Paycheck | 06/11/2019 | 102663 | Jerry C. Clontz | | | 869.72 | 387,889.77 |
| Paycheck | 06/11/2019 | 102664 | John A Biggers, Jr. | | | 138.53 | 387,751.24 |
| Paycheck | 06/11/2019 | 102665 | Patricia H. Kindley | | | 138.53 | 387,612.71 |
| Paycheck | 06/11/2019 | 102666 | Phillip C Thomas | | | 184.70 | 387,428.01 |
| Liability Check | 06/11/2019 | To Print | IRS | 55-0789092 | | 1,964.00 | 385,464.01 |
| Check | 06/11/2019 | 102668 | All-Points Waste Ser... | Garbage | | 86.61 | 385,377.40 |
| Check | 06/11/2019 | 102669 | FNB Commercial Cre... | Credit card bill | | 78.72 | 385,298.68 |
| Check | 06/11/2019 | 102670 | Stephen Eubanks | Music in the Park | | 500.00 | 384,798.68 |
| Check | 06/11/2019 | 102671 | Efird Enterprises | Spread rock for Park | | 3,000.00 | 381,798.68 |
| Check | 06/11/2019 | 102672 | Jerry C. Clontz | Reimburse expenses | | 79.99 | 381,718.69 |
| Deposit | 06/12/2019 | | | Deposit | 39,311.40 | | 421,030.09 |
| Deposit | 06/12/2019 | | | Deposit | 2,542.83 | | 423,572.92 |
| Check | 06/13/2019 | Draft | Duke Energy_ | Park utilities | | 103.43 | 423,469.49 |
| Deposit | 06/13/2019 | | | Deposit | 50.00 | | 423,519.49 |
| Deposit | 06/13/2019 | | | Deposit | 300.00 | | 423,819.49 |
| Check | 06/15/2019 | Draft | Great American Fina... | copier charges | | 127.78 | 423,691.71 |
| Bill Pmt -Check | 06/15/2019 | 102673 | Killingsworth Environ... | Spiders | | 125.00 | 423,566.71 |
| Bill Pmt -Check | 06/15/2019 | 102674 | Teresa Clontz | Cleaning | | 100.00 | 423,466.71 |
| Bill Pmt -Check | 06/18/2019 | 102675 | Brian C. Austin | Repairs on rental house | | 85.00 | 423,381.71 |
| Deposit | 06/24/2019 | | | Deposit | 971.77 | | 424,353.48 |
| Check | 06/27/2019 | Draft | Duke Energy_ | Office utilities | | 201.30 | 424,152.18 |
| Total American Community Bank | | | | | 43,793.59 | 20,423.34 | 424,152.18 |
| TOTAL | | | | | 43,793.59 | 20,423.34 | 424,152.18 |

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06/28/19

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2018 through June 2019

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|-------------------------------------|------------|----------|-------------------------|---------------------------|------------------|-------------|------------------|
| Capital Outlay - Office Reno | | | | | | | |
| Bill | 08/10/2018 | 30848A | Byrum Heating & A... | New office HVAC | 9,786.21 | | 9,786.21 |
| Bill | 08/29/2018 | 902500 | Contractors Building... | Office renovation | 2,509.72 | | 12,295.93 |
| Bill | 08/29/2018 | 160697 | Hill Paint and Walco... | office renovation | 1,975.00 | | 14,270.93 |
| Bill | 08/29/2018 | EL828 | Brian C. Austin | Light fixtures for office | 1,125.00 | | 15,395.93 |
| Check | 09/10/2018 | 102350 | FNB Commercial Cr... | | 118.63 | | 15,514.56 |
| Bill | 09/25/2018 | 90252018 | William Riffle | Security system | 875.00 | | 16,389.56 |
| Bill | 10/02/2018 | 10022018 | Teresa Gregorius_ | office upfit | 184.65 | | 16,574.21 |
| Bill | 10/15/2018 | EL829 | Brian C. Austin | Office renovation | 120.00 | | 16,694.21 |
| Bill | 10/16/2018 | 10162018 | Ed Humphries_ | expense reimburse... | 393.49 | | 17,087.70 |
| Bill | 11/12/2018 | 4655 | CompuNetworld | Setting up new office | 1,037.37 | | 18,125.07 |
| Bill | 11/18/2018 | EL 831 | Brian C. Austin | Office renovations | 145.00 | | 18,270.07 |
| Check | 12/10/2018 | 102491 | FNB Commercial Cr... | Credit card charges | 274.32 | | 18,544.39 |
| Bill | 12/20/2018 | EL833 | Brian C. Austin | Light fixtures in Cou... | 650.00 | | 19,194.39 |
| Bill | 01/01/2019 | 4760 | FNB Commercial Cr... | Posters, etc. | 182.90 | | 19,377.29 |
| Bill | 01/17/2019 | 24334 | Sign Masters | renovations | 0.00 | | 19,377.29 |
| Bill | 01/30/2019 | 198 | Taylor's Landscapin... | Mulching in front of ... | 150.00 | | 19,527.29 |
| Bill | 01/31/2019 | 01312019 | Gary Wilfong_ | Office renovations | 108.43 | | 19,635.72 |
| Bill | 02/05/2019 | 02052019 | Gary Wilfong_ | Handicap parking | 55.17 | | 19,690.89 |
| Bill | 02/05/2019 | 12282018 | BB Haigler | Rental and office re... | 15.01 | | 19,705.90 |
| Check | 02/11/2019 | 102563 | FNB Commercial Cr... | signs, etc | 642.38 | | 20,348.28 |
| Check | 02/18/2019 | 102564 | Contractors Building... | Carpet for meeting r... | 2,828.90 | | 23,177.18 |
| Bill | 03/04/2019 | 4801 | CompuNetworld | Office capital outlay ... | 180.00 | | 23,357.18 |
| Bill | 03/04/2019 | 4799 | CompuNetworld | Office capital outlay ... | 174.24 | | 23,531.42 |
| Check | 03/12/2019 | 102593 | FNB Commercial Cr... | Credit card payment | 226.32 | | 23,757.74 |
| Check | 04/09/2019 | 102621 | FNB Commercial Cr... | credit card bill | 1,084.04 | | 24,841.78 |
| Bill | 05/01/2019 | 4778 | First National Bank | Office renovations | 129.74 | | 24,971.52 |
| Bill | 05/06/2019 | #EL 836 | Brian C. Austin | Rewire sound syste... | 390.00 | | 25,361.52 |
| Total Capital Outlay - Office Reno | | | | | 25,361.52 | 0.00 | 25,361.52 |
| TOTAL | | | | | 25,361.52 | 0.00 | 25,361.52 |

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06/28/19

Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019

| Type | Date | Num | Adj | Name | Memo | Debit | Credit | Balance |
|------------------------------|------------|----------|-----|----------------------|---------------------------|------------------|-------------|------------------|
| Capital outlay - Park | | | | | | | | |
| Bill | 08/10/2018 | 08102... | | Local Government ... | Loan app fee to LGC | 1,250.00 | | 1,250.00 |
| Bill | 08/20/2018 | 08202... | | Sandra Haigler | Down payment on l... | 25,000.00 | | 26,250.00 |
| Bill | 08/20/2018 | 08202... | | Harry T. Haigler | Down payment on l... | 25,000.00 | | 51,250.00 |
| Bill | 10/15/2018 | 5213 | | Cash Grading Com... | Drainage piping for ... | 2,300.00 | | 53,550.00 |
| Bill | 05/08/2019 | 31059 | | Efird Enterprises | Park and Farm Roa... | 4,500.00 | | 58,050.00 |
| Bill | 05/08/2019 | 31060 | | Efird Enterprises | Install pipe for farm ... | 600.00 | | 58,650.00 |
| Bill | 06/15/2019 | | | Efird Enterprises | | 0.00 | | 58,650.00 |
| Total Capital outlay - Park | | | | | | 58,650.00 | 0.00 | 58,650.00 |
| TOTAL | | | | | | 58,650.00 | 0.00 | 58,650.00 |



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06/28/19

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2018 through June 2019

| Type | Date | Num | Adj | Name | Memo | Debit | Credit | Balance |
|--------------------------------------|------------|-----------|-----|--------------------------|---------------------------------|------------------|-------------|------------------|
| Capital outlay - rental house | | | | | | | | |
| Bill | 12/11/2018 | 79371 | | BB Haigler | Appliances for rental house | 1,907.44 | | 1,907.44 |
| Bill | 01/03/2019 | 01032... | | Kyle McConnaughey | Upfit of rental house | 569.92 | | 2,477.36 |
| Bill | 01/03/2019 | 01032... | | Phil Thomas | Reimbursement for festival a... | 9.61 | | 2,486.97 |
| Bill | 01/10/2019 | 928786 | | Contractors Building ... | Carpet for rental house | 2,979.93 | | 5,466.90 |
| Bill | 01/21/2019 | INV 08... | | Hyatt Equipment | Service generator | 645.28 | | 6,112.18 |
| Bill | 01/24/2019 | 01242... | | Phil Thomas | Rental house renovations | 70.35 | | 6,182.53 |
| Bill | 01/24/2019 | 104706 | | RCS Inc. | Septic pumping | 200.00 | | 6,382.53 |
| Bill | 02/05/2019 | 12282... | | BB Haigler | Rental and office renovations | 119.00 | | 6,501.53 |
| Bill | 02/19/2019 | 399.72 | | BB Haigler | Rocks for rental house | 335.00 | | 6,836.53 |
| Check | 03/12/2019 | 102592 | | Robert Laney Landsc... | Redo septic system | 5,500.00 | | 12,336.53 |
| Check | 03/12/2019 | 102593 | | FNB Commercial Cre... | Credit card payment | 100.00 | | 12,436.53 |
| Bill | 03/25/2019 | 03252... | | BB Haigler | supplies for rental house | 65.03 | | 12,501.56 |
| Bill | 03/26/2019 | 03262... | | Dana Williams | Repairs to rental house | 120.00 | | 12,621.56 |
| Total Capital outlay - rental house | | | | | | 12,621.56 | 0.00 | 12,621.56 |
| TOTAL | | | | | | 12,621.56 | 0.00 | 12,621.56 |

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06/28/19

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2018 through June 2019

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|-------------------------|------------|----------|----------------------|---------------------------------|------------------|---------------|------------------|
| Festival expense | | | | | | | |
| Bill | 08/24/2018 | 08242018 | Teresa Gregorius_ | Reimburse for PB&J Ente... | 200.00 | | 200.00 |
| Bill | 09/06/2018 | 2246 | Piedmont Signs | Signs | 106.75 | | 306.75 |
| Bill | 09/10/2018 | 41235 | Austin Printing | Fall festival advertising | 269.54 | | 576.29 |
| Bill | 10/04/2018 | 10042018 | Lisa Thomas | Festival decorations | 346.59 | | 922.88 |
| Bill | 10/04/2018 | 10042018 | Lisa Thomas | Festival expense | 711.85 | | 1,634.73 |
| Bill | 10/05/2018 | 10052018 | Scott Cuthbertson | Fall festival - golf car rental | 125.00 | | 1,759.73 |
| Bill | 10/06/2018 | 10062018 | John Ashley Ingani | Deputy for festival event | 210.00 | | 1,969.73 |
| Bill | 10/06/2018 | 10062018 | Allison Plyler | Festival expense | 61.49 | | 2,031.22 |
| Bill | 10/06/2018 | 10062018 | Village Greene Band | Performance at Fall Festi... | 0.00 | | 2,031.22 |
| Check | 10/08/2018 | 102402 | Allison Plyler | Festival expenses | 391.22 | | 2,422.44 |
| Check | 10/08/2018 | 102404 | John A Biggers, Jr. | Reimburse expenses | 213.66 | | 2,636.10 |
| Check | 10/08/2018 | 102405 | Tracy Biggers | Reimburse expenses | 393.17 | | 3,029.27 |
| Check | 10/08/2018 | 102406 | Theresa Donaldson | Reimburse expenses | 917.84 | | 3,947.11 |
| Bill | 10/09/2018 | 10092018 | Southern Express | Sounds system for Festival | 1,500.00 | | 5,447.11 |
| Deposit | 10/16/2018 | | citizens | Deposit of currency and c... | | 226.00 | 5,221.11 |
| Bill | 11/01/2018 | 4778 | FNB Commercial C... | Various Festival expenses | 786.55 | | 6,007.66 |
| Check | 11/12/2018 | 102451 | Tracy Biggers | Reimburse Winter Festiva... | 281.93 | | 6,289.59 |
| Bill | 11/15/2018 | 11152018 | Rick Greene | Fall Festival music | 500.00 | | 6,789.59 |
| Bill | 12/05/2018 | 12082018 | Jimmy Huntley | DJ for Winter Festival | 400.00 | | 7,189.59 |
| Bill | 12/05/2018 | 12082018 | Dennis Rushing | Santa for Winter Festival | 100.00 | | 7,289.59 |
| Bill | 12/05/2018 | 12052018 | Lisa Thomas | Reimburse winter festival ... | 1,592.29 | | 8,881.88 |
| Bill | 12/06/2018 | 12062018 | Scott Cuthbertson | Fire pits for winter festival | 725.85 | | 9,607.73 |
| Check | 12/10/2018 | 102491 | FNB Commercial C... | Credit card charges | 369.05 | | 9,976.78 |
| Check | 12/10/2018 | 102492 | John A Biggers, Jr. | Festival expense reimbur... | 1,035.28 | | 11,012.06 |
| Bill | 12/18/2018 | 12182018 | Rita Price | Winter festival expenses | 162.92 | | 11,174.98 |
| Bill | 12/20/2018 | 12202018 | Allison Plyler | Winter festival decorations | 400.50 | | 11,575.48 |
| Bill | 01/03/2019 | 01032019 | Phil Thomas | Lunch for volunteers | 69.18 | | 11,644.66 |
| Bill | 01/07/2019 | 01072019 | Autism Society of NC | Donation for Boy Scout a... | 200.00 | | 11,844.66 |
| Check | 03/12/2019 | 102593 | FNB Commercial C... | Credit card payment | 413.40 | | 12,258.06 |
| Bill | 04/05/2019 | 04052019 | Lisa Thomas | Festival expenses | 167.98 | | 12,426.04 |
| Bill | 06/11/2019 | 06112019 | Brian Hinson | Music in the Park technic... | 400.00 | | 12,826.04 |
| Check | 06/11/2019 | 102670 | Stephen Eubanks | Music in the Park | 500.00 | | 13,326.04 |
| Total Festival expense | | | | | 13,552.04 | 226.00 | 13,326.04 |
| TOTAL | | | | | 13,552.04 | 226.00 | 13,326.04 |

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Town of Fairview Transaction Detail By Account July 2018 through June 2019

| Type | Date | Num | Adj | Name | Memo | Debit | Credit | Balance |
|-------------------------|------------|----------|-----|--------------------------|---------------------------------|------------------|-------------|------------------|
| Park Maintenance | | | | | | | | |
| Bill | 07/01/2018 | 2154 | | Piedmont Signs | Signs for award winners | 64.05 | | 64.05 |
| Bill | 07/10/2018 | 16262 | | Performance Lawn &L... | Park mowing | 850.00 | | 914.05 |
| Bill | 08/14/2018 | 16339 | | Performance Lawn &L... | Park maintenance | 850.00 | | 1,764.05 |
| Bill | 09/10/2018 | 16606 | | Performance Lawn &L... | | 850.00 | | 2,614.05 |
| Check | 09/10/2018 | 102353 | | Jerry C. Clontz | Reimbursement for park m... | 262.65 | | 2,876.70 |
| Bill | 09/25/2018 | 09252... | | William Riffle | Park walkie talkies | 140.75 | | 3,017.45 |
| Bill | 09/28/2018 | 31615 | | Kiker Plumbing Servic... | Park repairs | 136.64 | | 3,154.09 |
| Bill | 10/01/2018 | 4760 | | FNB Commercial Cre... | Flags and hardware | 506.60 | | 3,660.69 |
| Check | 10/08/2018 | 102403 | | Jerry C. Clontz | Supplies | 131.26 | | 3,791.95 |
| Check | 10/08/2018 | 102404 | | John A Biggers, Jr. | Reimburse expenses | 368.15 | | 4,160.10 |
| Bill | 11/09/2018 | 11092... | | Performance Lawn &L... | Final payment on bill to Per... | 1,020.00 | | 5,180.10 |
| Bill | 11/13/2018 | 11132... | | Gene Helms | Removal of 14 dead trees | 1,040.00 | | 6,220.10 |
| Bill | 12/06/2018 | 1267 | | Taylor's Landscaping ... | Mowing for 11/12, 11/19 an... | 925.95 | | 7,146.05 |
| Check | 12/10/2018 | 102491 | | FNB Commercial Cre... | Credit card charges | 61.00 | | 7,207.05 |
| Bill | 12/11/2018 | 31940 | | Kiker Plumbing Servic... | Repair park commode | 136.64 | | 7,343.69 |
| Bill | 01/03/2019 | 1276 | | Taylor's Landscaping ... | Lawn maintenance for 12/3... | 1,234.60 | | 8,578.29 |
| Bill | 01/25/2019 | 1281 | | Taylor's Landscaping ... | lawn maintenance | 1,234.60 | | 9,812.89 |
| Check | 02/11/2019 | 102562 | | Jerry C. Clontz | park supplies | 145.01 | | 9,957.90 |
| Bill | 02/19/2019 | 399.72 | | BB Haigler | reimburse expenses | 64.72 | | 10,022.62 |
| Bill | 02/25/2019 | 1288 | | Taylor's Landscaping ... | Monthly lawncare, etc | 1,234.60 | | 11,257.22 |
| Bill | 03/15/2019 | 1001 | | Lane Griffin | CPU wheat straw | 90.00 | | 11,347.22 |
| Bill | 04/04/2019 | 1302 | | Taylor's Landscaping ... | Mowing for March | 0.00 | | 11,347.22 |
| Bill | 04/28/2019 | 1304 | | Taylor's Landscaping ... | Mowing for April | 0.00 | | 11,347.22 |
| Bill | 05/06/2019 | 1007759 | | McCollum Trucking & ... | Decorative rocks for park | 1,040.81 | | 12,388.03 |
| Check | 05/31/2019 | 102650 | | Taylor's Landscaping ... | Park maintenance for Marc... | 2,675.00 | | 15,063.03 |
| Bill | 06/04/2019 | 1321 | | Taylor's Landscaping ... | Park maintenance for May | 1,337.50 | | 16,400.53 |
| Check | 06/11/2019 | 102671 | | Efird Enterprises | Spread rock for Park | 3,000.00 | | 19,400.53 |
| Check | 06/11/2019 | 102672 | | Jerry C. Clontz | Reimburse expenses | 79.99 | | 19,480.52 |
| Total Park Maintenance | | | | | | 19,480.52 | 0.00 | 19,480.52 |
| TOTAL | | | | | | 19,480.52 | 0.00 | 19,480.52 |

11

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|-----------------------|------------|----------|---------------------------|-----------------------------|--------|--------|----------|
| Office expense | | | | | | | |
| Bill | 07/01/2018 | 4760 | First National Bank | Amazon prime fee | 13.12 | | 13.12 |
| Bill | 07/09/2018 | 07092018 | Ed Humphries_ | postage | 50.00 | | 63.12 |
| Bill | 07/10/2018 | 16263 | Performance Lawn &L... | Office mowing | 225.00 | | 288.12 |
| Check | 07/16/2018 | Draft | Great American Finan... | Duplicate payment for c... | 35.86 | | 323.98 |
| Bill | 08/01/2018 | 2846 | FNB Commercial Cred... | Office and Amazon pri... | 81.30 | | 405.28 |
| Bill | 08/02/2018 | 910509-1 | Killingsworth Environ... | Quarterly pest control | 125.00 | | 530.28 |
| Bill | 08/09/2018 | 0000001 | All-Points Waste Servi... | Office garbage service | 174.80 | | 705.08 |
| Bill | 08/11/2018 | 08112018 | Darrell H. Baucom_ | expense reimbursement | 7.25 | | 712.33 |
| Bill | 08/14/2018 | 16340 | Performance Lawn &L... | Office maintenance | 225.00 | | 937.33 |
| Check | 08/15/2018 | Draft | Great American Finan... | copier lease | 89.20 | | 1,026.53 |
| Check | 08/15/2018 | Draft | Great American Finan... | Copier lease | 0.00 | | 1,026.53 |
| Bill | 08/21/2018 | 23220912 | Great American Finan... | Copier payment | 83.19 | | 1,109.72 |
| Bill | 09/01/2018 | 89112721 | All-Points Waste Servi... | Garbage service | 22.09 | | 1,131.81 |
| Bill | 09/06/2018 | 09062018 | Ed Humphries_ | Postage and supplies | 64.41 | | 1,196.22 |
| Bill | 09/10/2018 | 16606 | Performance Lawn &L... | | 225.00 | | 1,421.22 |
| Check | 09/10/2018 | 102350 | FNB Commercial Cred... | | 13.12 | | 1,434.34 |
| Bill | 09/15/2018 | 09132018 | Teresa Clontz | Cleaning office | 100.00 | | 1,534.34 |
| Check | 09/17/2018 | Draft | Great American Finan... | Draft for copier charge | 83.19 | | 1,617.53 |
| Bill | 10/01/2018 | 8A102889 | All-Points Waste Servi... | Garbage pickup | 82.62 | | 1,700.15 |
| Bill | 10/01/2018 | 4760 | FNB Commercial Cred... | credit card expenses | 198.96 | | 1,899.11 |
| Bill | 10/04/2018 | 10042018 | Ed Humphries_ | Office supplies | 85.79 | | 1,984.90 |
| Bill | 10/09/2018 | S-24411 | Byrum Heating & AC, I... | Diagnostic on HVAC Unit | 69.39 | | 2,054.29 |
| Bill | 10/11/2018 | 351793 | Killingsworth Environ... | Monthly pest control | 125.00 | | 2,179.29 |
| Check | 10/15/2018 | Draft | Great American Finan... | Copier charges | 88.24 | | 2,267.53 |
| Bill | 10/16/2018 | 10162018 | Ed Humphries_ | expense reimbursement | 82.97 | | 2,350.50 |
| Bill | 10/16/2018 | S24503 | Byrum Heating & AC, I... | Diagnostic on HVAC | 101.41 | | 2,451.91 |
| Bill | 11/01/2018 | 8B101564 | All-Points Waste Servi... | Garbage service | 82.95 | | 2,534.86 |
| Bill | 11/01/2018 | 4778 | FNB Commercial Cred... | Credit card bill | 36.08 | | 2,570.94 |
| Check | 11/12/2018 | 102450 | Ed Humphries_ | Reimburse office suppli... | 81.92 | | 2,652.86 |
| Bill | 11/13/2018 | 11132018 | Teresa Clontz | Cleaning Town Hall | 100.00 | | 2,752.86 |
| Check | 11/15/2018 | Draft | Great American Finan... | copier charges | 132.37 | | 2,885.23 |
| Bill | 11/26/2018 | 11262018 | Keith Heckman | Repair office desk units | 775.00 | | 3,660.23 |
| Bill | 12/06/2018 | 12062018 | Teresa Clontz | October | 100.00 | | 3,760.23 |
| Bill | 12/06/2018 | 12062018 | Teresa Clontz | December cleaning | 100.00 | | 3,860.23 |
| Check | 12/10/2018 | 102489 | All-Points Waste Servi... | Garbage service | 82.62 | | 3,942.85 |
| Check | 12/10/2018 | 102491 | FNB Commercial Cred... | Amazon monthly fee | 13.12 | | 3,955.97 |
| Bill | 12/13/2018 | 929108-2 | Killingsworth Environ... | Monthly pest control | 125.00 | | 4,080.97 |
| Bill | 12/13/2018 | 351793 | Killingsworth Environ... | Chemical for pest control | 125.00 | | 4,205.97 |
| Bill | 12/13/2018 | 24315 | Sign Masters | Holiday light contest | 66.19 | | 4,272.16 |
| Check | 12/15/2018 | Draft | Great American Finan... | Copier | 139.04 | | 4,411.20 |
| Bill | 12/21/2018 | 12212018 | Ed Humphries_ | Office expense reimbur... | 83.69 | | 4,494.89 |
| Bill | 01/01/2019 | 91101588 | All-Points Waste Servi... | Monthly garbage service | 82.62 | | 4,577.51 |
| Bill | 01/01/2019 | 4760 | FNB Commercial Cred... | Prime charge plus post... | 113.12 | | 4,690.63 |
| Bill | 01/08/2019 | 01082019 | Teresa Clontz | Office cleaning | 100.00 | | 4,790.63 |
| Bill | 01/08/2019 | 01082019 | Keith Heckman | Office cabinet repair an... | 775.00 | | 5,565.63 |
| Bill | 01/12/2019 | 01122019 | Darrell H. Baucom_ | Travel and internet | 26.10 | | 5,591.73 |
| Check | 01/15/2019 | Draft | Great American Finan... | Copier charges | 124.55 | | 5,716.28 |
| Bill | 01/29/2019 | 24345 | Sign Masters | Zoning sign | 0.00 | | 5,716.28 |
| Check | 02/11/2019 | 102559 | Teresa Clontz | Cleaning Feb | 100.00 | | 5,816.28 |
| Check | 02/11/2019 | 102560 | All-Points Waste Servi... | Garbage service | 82.62 | | 5,898.90 |
| Check | 02/11/2019 | 102563 | FNB Commercial Cred... | credit card payment | 150.97 | | 6,049.87 |
| Bill | 02/14/2019 | 351793 | Killingsworth Environ... | pest control | 125.00 | | 6,174.87 |
| Check | 02/15/2019 | Draft | Great American Finan... | Copier | 134.55 | | 6,309.42 |
| Bill | 03/01/2019 | 93101603 | All-Points Waste Servi... | Garbage | 86.61 | | 6,396.03 |
| Bill | 03/06/2019 | 03062019 | Teresa Clontz | | 100.00 | | 6,496.03 |
| Bill | 03/12/2019 | 03122019 | Ed Humphries_ | Office supplies | 99.09 | | 6,595.12 |
| Check | 03/12/2019 | 102593 | FNB Commercial Cred... | -MULTIPLE- | 597.29 | | 7,192.41 |
| Check | 03/15/2019 | Draft | Great American Finan... | Copier expense | 109.86 | | 7,302.27 |
| Bill | 04/02/2019 | 04022019 | Teresa Clontz | Cleaning | 100.00 | | 7,402.27 |
| Deposit | 04/05/2019 | | BB Haigler | reimburse postage exp... | | 22.14 | 7,380.13 |
| Check | 04/09/2019 | 102618 | All-Points Waste Servi... | Garbage service | 86.61 | | 7,466.74 |
| Check | 04/09/2019 | 102621 | FNB Commercial Cred... | credit card bill | 548.19 | | 8,014.93 |
| Bill | 04/11/2019 | 351793 | Killingsworth Environ... | Spiders | 125.00 | | 8,139.93 |
| Check | 04/15/2019 | Draft | Great American Finan... | copier | 199.43 | | 8,339.36 |
| Bill | 05/01/2019 | 4778 | First National Bank | Office renovations | 13.09 | | 8,352.45 |
| Bill | 05/01/2019 | 95102314 | All-Points Waste Servi... | Garbage service | 86.61 | | 8,439.06 |
| Bill | 05/02/2019 | 05022019 | Teresa Clontz | Cleaning town hall | 100.00 | | 8,539.06 |
| Check | 05/15/2019 | Draft | Great American Finan... | copier charges | 175.59 | | 8,714.65 |
| Bill | 06/03/2019 | AR92819 | Vision Office Systems,... | Copier repair | 26.68 | | 8,741.33 |
| Bill | 06/07/2019 | | Pro-Tint | Tinting windows in office | 298.90 | | 9,040.23 |
| Check | 06/11/2019 | 102668 | All-Points Waste Servi... | Garbage | 86.61 | | 9,126.84 |
| Check | 06/11/2019 | 102669 | FNB Commercial Cred... | Credit card bill | 62.29 | | 9,189.13 |
| Bill | 06/13/2019 | 06132019 | Teresa Clontz | Cleaning | 100.00 | | 9,289.13 |
| Bill | 06/13/2019 | 351793 | Killingsworth Environ... | Spiders | 125.00 | | 9,414.13 |
| Check | 06/15/2019 | Draft | Great American Finan... | copier charges | 127.78 | | 9,541.91 |

3:49 PM

06/28/19

Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|----------------------|------|-----|------|------|-----------------|--------------|-----------------|
| Total Office expense | | | | | 9,564.05 | 22.14 | 9,541.91 |
| TOTAL | | | | | 9,564.05 | 22.14 | 9,541.91 |

2019 June Bermits

4

| | | | | | | | |
|--------|-------|-------------|-----------|-------|--------------------|---------------------------|-----------|
| 2-May | 2626 | Comp 19-036 | Comp | \$100 | Hill | 8600 Unionvill Brief | 08117005B |
| 7-May | 16551 | MS 19-037 | Minor Sub | \$65 | Turner | 8504 Unionville brief | 8117005 |
| 9-May | N/A | UNR-19-038 | Upfit | N/A | Haigler | Brent Haigler Road | 8222011 |
| 14-May | 1825 | H 19-039 | Home | \$75 | Albertson | 125 George Watkins trail | 08255004C |
| 14-May | 1131 | MS 19-040 | Minor Sub | \$65 | Sarah Clontz Trust | 115 old Dutch | 8183008 |
| 23-May | 1248 | H-19-041 | Home | \$75 | N Ferrentino | 811 Old Dutch west | 08252011B |
| 28-May | 5051 | A 19-042 | Accessory | \$50 | Scott Dobbins | 301 Brief Rd W | 8213060 |
| 30-May | cash | A 19-043 | Accessory | \$50 | Jordyn | 7805 Crooked Creek | 08120019G |
| 30-May | 17113 | H 19-044 | Home | \$125 | Simonini Homes | 412 East Brief | 08180007D |
| 30-May | 1050 | A-19-045 | Pool | \$50 | Carolina Pool | 8021 Carriker Williams Rd | 08117012E |

*** not rec.

Totals 10 \$655

JUNE

| | | | | | | | |
|--------|-------|-------------|------------|-------|--------------------|-----------------------|-----------|
| 4-Jun | 1792 | H-19-046 | Home | \$75 | Jennifer C Ledford | 1041 Lester Mullis | 08249007C |
| 6-Jun | cash | A 19-47 | Accessory | \$50 | Aurelika Chacon | 1006 Highway 218 West | 8222017 |
| 13-Jun | Cash | A 19-48 | Accessory | \$50 | Bernad Singleton | 9512 Mill Grove | 08282019C |
| 13-Jun | 1097 | H-19-049 | Home | \$75 | Drew Turner | 8514 Unionville Brief | 08117005G |
| 18-Jun | 1437 | MS-19-050 | Minor | \$260 | Michael Wilfong | 115 Old Dutch | 81830088 |
| 20-Jun | 799 | H-19-051 | Home | \$75 | Drew Helms | 3114 E Brief | 08087035V |
| 20-Jun | Cash | A-19-052 | Accessory | \$50 | A.Giron | 605 Simpson | 82280009 |
| 25-Jun | 21344 | H-19-053 | Home | \$125 | Chelsea Building | 7606 Tesh Road | 08156001D |
| 25-Jun | 123 | Comp 19-054 | Compliance | \$100 | Megan Thomas | 8617 Unionville Brief | 08150013A |
| 27-Jun | 5061 | U-19-055 | Upfit | \$50 | David Holeman | 301 Brief Road W | 8213060 |

Totals 10 \$910



**Town of Fairview
Fairview Park Event Committee Meeting
June 4, 2019**

The following Fairview Park Event Committee members were present: Lisa Thomas, Tracy Biggers, Gayle Brock, Theresa Donaldson, Todd Donaldson, Leah Jordan, Mike Medlin and Spencer Thomas

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Finalize Plans for June Music in the Park

Chairman Thomas will contact Scott Cuthbertson about moving the stage. Mike Medlin will verify with Gary Wilfong that the American Legion will be parking cars at both music events.

The Committee discussed having t-shirts printed for the members to wear during all of the park events. Todd Donaldson will check into the cost of t-shirts and screen printing and report back to the Committee.

B. Fairview Fall Festival Sub-Committee Reports

Advertising: Elizabeth Medlin volunteered to handle the advertising

Children's Entertainment: Gayle Brock/Theresa Donaldson
Games/Crafts being considered this year are: bounce house, face painting, tic-tac-toe, fall photo booth, scavenger hunt, dress the scarecrow, journey walking sticks, pumpkin decorating, apple picking, lollipop pumpkin, pumpkin bowling, hayride, barrel ride, duck race, pedal tractor pull.

As talked about previously, we may want to solicit companies to sponsor these activities and have an advertisement sign at the booth sponsored. Hometown Heroes is interested in doing the pumpkin decorating. We may want to consider letting one or two non-profit groups sponsor a booth and proceeds they collect from the activity would go to their organization.

Craft Vendors: Lisa Thomas

Currently there has only been one vendor from last year that is planning on coming. The Committee discussed and decided to limit craft vendors to no more than 20.

Custodian: Fairview Park Facility Committee
No Report

Decorating: Tracy Biggers, Leah Jordan, Gayle Brock, Lisa Thomas
No Report

Food Vendors: Todd Donaldson
The Committee decided to limit the food vendors to 5.

Music: Lisa Thomas
Chairman Thomas reported that so far the following groups have agreed to participate: Oak Creek, Southern Express, Village Green and Charlotte Dance Alliance.

Parking: Mike Medlin
Mr. Medlin stated that it would take approximately 30-40 people to handle the parking if doing it in shifts. The Committee discussed and decided to see if a non-profit group would like to handle the parking for a donation for their group.

Transportation: Scott Cuthbertson
No Report

Volunteer Coordinator: EVERYONE ON THE COMMITTEE

C. Review Food and Craft Vendor Application Forms

The Committee discussed the vendor application and agreement and decided to charge \$100 booth deposit fee and if the vendor stays till the festival is over at 5:00 they will receive \$50 back.

D. Change July Meeting Date

Chairman Thomas noted that the July meeting is scheduled for July 4th. Since that is a holiday, the Committee will meet briefly on June 27th beginning at 6:30, before the Music in the Park begins at 7:00.

E. Minutes

Mike Medlin made a motion to approve the May 2, 2019 minutes. Todd Donaldson seconded the motion. Committee members Thomas, Biggers, Brock, Theresa Donaldson, Todd Donaldson, Jordan, Medlin and S. Thomas voted yes (8-0).

Chairman Thomas adjourned the meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Lisa Thomas
Chairman

Approved this _____ day of _____, 2019



**Town of Fairview
Fairview Park Facility Committee Meeting
June 20, 2019**

The following Fairview Park Facility Committee members were present: Jane Link, Penny Love, Mike Medlin, Bill Riffle and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

Public Comments

Jonas Nielsen addressed the Committee regarding the recycling program he started at the park. He stated that he will college in August and unfortunately will no longer be able to handle the recycling program. He is currently looking for someone to take over the responsibility but has no one lined up at this time. He has also had a problem with park patrons putting trash in the recycling bin next to the picnic shelter and suggested possibly moving the bin to another location.

Items of Business

A. Requests to use Park

Jacob Holloway, Boy Scout Troup 316, presented his Eagle Scout project to the Committee. He would like to build and place a couple of picnic tables around the park (around the pond/in wooded area). He presented a drawing of the table design. The Committee discussed.

Leon Whitley made a motion to approve Mr. Holloway's project to building and place picnic tables at the park. Penny Love seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

Kelly Cehelnik, Union County Public Library emailed a request to host a pop-up library at he park in July and August. The library would provide a tent, table and activities. The Committee discussed.

Leon Whitley made a motion to approve the library's request for a pop-up library in July and August. Penny Love seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

Brian Minor, Cedar Pointe Fitness, emailed a request to use the park two mornings a week during the summer for a group workout of his fitness ministry called Holy-Fitness. The Committee discussed.

Jane Link made a motion to approve Brian Minor using the park during the summer for the group workout provided he has proper insurance certification. Bill Riffle seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

B. Request for Fans under Picnic Shelter

Chairman Medlin reported that Patricia Kindley approached him about the possibility of installing fans under the picnic shelter. She stated that Bethlehem Church would be interested in furnishing the fans. The Committee agreed it would be a good idea if the fans met Committee approval.

Leon Whitley made a motion to approve installing donated fans under the picnic shelter. Bill Riffle seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

C. Review Rules of Procedure

Chairman Medlin presented the Fairview Park Facility Committee Rules of Procedure.

Leon Whitley made a motion to recommend approval of the Rules of Procedure to the Council. Penny Love seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

D. Review Draft Application to Use Park Grounds

Teresa Gregorius presented the Committee with a draft of two documents: Event Procedures and Rules and Event Use Application Form. The Committee discussed and made several changes. Ms. Gregorius will make changes and bring back to the Committee in July.

E. Park Maintenance Update

Jerry Clontz reported:

- Mulch is ready for delivery to be spread on the playground. Committee decided to have mulch delivered on June 24th
- Rock has been installed around the walking trail and there is no water standing on the trail when it rains now
- John Crowell will be sowing about 5 acres at the park in grass that he will harvest, and this area will be used as the overflow parking during events at the park
- Discussed checking with a company to clean up the wooded area behind the rental house to use as a picnic area. The Committee agreed that would be a good project to pursue.

The committee discussed having a park clean up day. Penny Love made a motion to set the park clean up date on July 20th at 7:00 AM. Jane Link seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

Teresa Gregorius presented a draft of a new park rules sign. The Committee discussed.

Ms. Gregorius presented a draft of a volunteer wavier form that the town attorney suggested the town should begin using. Currently the attorney is reviewing the form.

F. Minutes

Leon Whitley made a motion to approve the May 9, 2019 minutes. Jane Link seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

Bill Riffle made a motion to adjourn. Penny Love seconded the motion. Committee members Link, Love, Medlin, Riffle and Whitley voted yes (5-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Mike Medlin
Chairman

Approved this _____ day of _____, 2019



**Town of Fairview
Regular Town Council Meeting
June 11, 2019**

The following Council members were present: Mayor Phil Thomas, Jerry Clontz, Patricia Kindley, and Gary Wilfong. John Biggers arrived at 6:40 PM.

Others present: Joe McCollum, Town Attorney; Darrell Baucom, Financial Officer, Ed Humphries, Land Use Administrator / Deputy Clerk and Teresa Gregorius, Town Clerk

Agenda Changes

Teresa Gregorius stated that she would like to add appointing/re-appointing members to the Fairview Park Event Committee as Item 5.

Approval of Agenda

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

Public Comments

None

Consent Agenda

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Accept CRTPO Report as Information
- d) Fairview Park Event May Draft Minutes --- Minutes Accepted as Information
- e) Fairview Park Facility May Draft Minutes --- Minutes Accepted as Information
- f) Planning Board May Draft Minutes --- No May Meeting
- g) Approve Council Regular Minutes for May 14, 2019

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

Items of Business

Item 1: Public Hearing on proposed 2019-2020 Town Budget

Darrell Baucom presented the 2019-2020 budget.

Mayor Thomas opened the Public Hearing

No Public Comments

Mayor Thomas closed the Public Hearing

Item 2: Discuss/Adopt 2019-2020 Budget Ordinance for fiscal year

Darrell Baucom presented the 2019-2020 budget ordinance. The Council discussed.

Patricia Kindley made a motion to adopt the 2019/2020 Budget Ordinance. Gary Wilfong seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Item 3: Discuss/Approve budget amendments for the 2018-2019 Budget

Darrell Baucom presented the 2018-2019 budget amendments. The Council discussed.

Jerry Clontz made a motion to approve the 2018/2019 budget amendments. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Item 4: Review Ordinance of Municipalities – Pawn – Precious Metals – Recyclers

Mayor Thomas presented the current Ordinance of Municipalities-Pawn-Precious Metals-Recyclers adopted April 8, 2013. Attorney McCollum reminded the Council that the Sheriff's department produced this ordinance and requested all municipalities to adopt it back in 2013. Council discussed.

John Biggers made a motion to re-adopt the ordinance with no changes. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Item 5: Review/Approve 3 Members to the Fairview Park Event Committee

Teresa Gregorius stated that two members of the Fairview Park Event Committee (Tracy Biggers and Theresa Donaldson) terms expired May 2019 and they wish to be re-appointed. Rita Price requested not to extend her term due to work and family obligations. An application from Elizabeth Medlin was reviewed to replace Ms. Price. The Council discussed.

Jerry Clontz made a motion to appoint Elizabeth Medlin and re-appoint Tracy Biggers and Theresa Donaldson to the Fairview Park Event Committee with their terms to expire June 2022. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Council Comments

Patricia Kindley stated that she received a call asking about the possibility of a library branch for Fairview. The Council asked Ms. Kindley to pursue this with the Union County library.

Jerry Clontz reported on park: the Fairview Park Facility Committee decided at the last meeting to wait and install the sod next spring. The walking trail drainage problem has been fixed. He is working on getting mulch for the playground to keep it ADA compliant.

Gary Wilfong stated he had received a request from B.B. Haigler about using the park for a band to practice. The Council discussed and stated that they could rent the picnic shelter.

Mayor Thomas mentioned that the Critical Intersection Analysis by Union County reviewed 50 intersections in the county and the top 15 have been recommended for evaluation and design. Two of these intersections were in Fairview, Hwy. 610 and Brief Road and Indian Trail-Fairview Road and Lawyers Road. The county will be requesting \$1000 per intersection from the municipalities in 2020 to help fund the evaluation and design. Bjorn Hansen, County Transportation Planner, will be speaking at the Unionville Council Commissioners meeting on June 17th and Mayor Thomas is planning on attending.

Mayor Thomas reminded everyone of the Music in the Park on June 13th and 27th.

Jerry Clontz made a motion to adjourn. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2019



TOWN OF FAIRVIEW

Volunteer Waiver, Release and Indemnity

7516 Concord Hwy., Monroe, NC 704-753-1981
tgregorius@fairviewnc.gov

Name of Volunteer (please print): _____

Street Address: _____ Phone: _____

Email Address: _____

Volunteer Activity: _____

Dates/Location of Volunteer Activity: _____

I, the undersigned volunteer, desire and agree to volunteer for the Town of Fairview in the volunteer activity described above. I further understand and agree as follows:

1. I am donating my time and services without any compensation and shall at no time be considered an employee or independent contractor of the Town of Fairview and the Town will not provide insurance coverage for me;
2. I know of no reason, medical or otherwise, that would prevent me from performing the tasks required to participate in this volunteer activity;
3. I assume all risks of participating in this volunteer activity and full responsibility for my conduct and actions, including any injury to myself or others or damage to property that may result while volunteering, and I understand that the Town of Fairview is not responsible for conditions that I create myself or those created by other volunteers or participants;
4. I, binding my heirs, executors, administrators and assigns, hereby agree to release, hold harmless and indemnify the Town of Fairview, its officers, officials, employees, agents and volunteers from and against any and all loss, damage, expense or cost (including attorney fees) of any kind of injuries (including property damage, personal injury, disability and death) arising out of this volunteer activity, whether caused by the negligence of the Town or otherwise.

I (and parent/legal guardian if volunteer is under age 18) have carefully read this release and understand and agree with all its terms and conditions.

Signature of Volunteer

Date

Signature of Parent/legal Guardian
(If volunteer is under age 18)

Date

Received by Town of Fairview on _____
Date

Request for Funds

Renew
Temporary
Permit #14-037

Re-Appoint Members to Planning Board

Discuss/Approve Park Facility Rules of Procedure

FAIRVIEW PARK FACILITY COMMITTEE

RULES OF PROCEDURE

TOWN OF FAIRVIEW NORTH CAROLINA

ARTICLE I

Park Facility Committee

- 1-1 The official name of the Fairview Park Facility Committee hereafter referred to as the Park Facility Committee.
- 1-2 The Park Facility Committee shall be considered a "Public Body" and is subject to all rules and regulations for Public Bodies contained in North Carolina's Open Meetings Regulations.

ARTICLE II

Objective and Purpose

- 2-1 The primary objective of the Park Facility Committee is to develop and maintain current and future park facilities to benefit the people of the Town of Fairview.
- 2-2 The purposes of the Park Facility Committee are:
 - (a) To make studies of the Town and its surrounding areas for recreation purposes;
 - (b) To determine objectives to be sought in the development of the programs under study;
 - (c) To recommend to the Town Council plans for achieving these objectives;
 - (d) To develop and recommend policies, rules, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;
 - (e) To advise the Town Council concerning the use and the means for carrying out plans;
 - (f) Exercise any functions in the administration, and means for carrying out plans that the Town Council may direct;
 - (g) To keep the Town Council and the general public informed and advised as to these matters; and
 - (h) To perform any other related duties concerning Town Park area or matters that the Town Council may direct.

**ARTICLE III
Membership**

- 3-1 Members of the Park Facility Committee, a total of seven (7), shall be appointed for terms of three years as not to have more than two (2) members leaving in any one year.
- 3-2 If a vacancy shall occur on the Park Facility Committee by reason of death, resignation, change of residence, or any other cause, it shall be filled by Town Council appointment for the duration of the unexpired term.

**ARTICLE IV
Election of Officers**

- 4-1 A Chairman and Vice-Chairman shall be elected by the Park Facility Committee members.
- 4-2 The Chairman shall preside at all meetings and hearings of the Park Facility Committee, appoint all standing and temporary committees, and have the duties normally conferred on such office. The Chairman shall have the privilege of discussing all matters before the Park Facility Committee.
- 4-3 In the event of the absence of both the Chairman and Vice-Chairman from a meeting of the Park Facility Committee, the members present may elect a temporary Chairman for that meeting and proceed with the order of business.
- 4-4 The Town Clerk shall keep a record of all business transacted at Park Facility Committee meetings. The Park Facility Committee minutes shall be of public record and shall be kept on file at the Town office by the Town Clerk and available for inspection during regular business hours.

**ARTICLE V
Meetings**

- 5-1 Regular meetings of the Park Facility Committee shall be held on the second Thursday of each month at 6:30 P.M. in the Fairview Town Hall Meeting Room or Fairview Park, unless the Chairman deems elsewhere. Each member shall be notified by mail or E-mail of each regular meeting by the Town Clerk.

Whenever there is no business to come before the Park Facility Committee, or whenever so many members notify the Town Clerk or the Chairman of their inability to attend that a quorum will not be available, the Chairman may dispense with a regular meeting. In such cases, the Chairman, or other person so designated by the Chairman will endeavor to notify Park Facility Committee members of all meeting cancellations.

- 5-2 Special meetings may be called only by the Chairman, provided that at least forty-eight (48) hours notice of time of such meeting shall be given to each member by the Town Clerk and all applicable open meeting law notification requirements are met. This notice shall be sufficient unless a longer time period would be needed due to Park Facility Committee notification requirements.

- 5-3 Three (3) members of the Park Facility Committee shall constitute a quorum. A quorum shall be present before any business is transacted.
- 5-4 All regular and special meetings of the Park Facility Committee shall be open to the public. Public notice of all regular meetings shall be made by posting notification and date on the Town web site at least three (3) days prior to the meeting. The notice shall remain posted until the meeting has been concluded.
- 8-6 Any person wishing to address the Park Facility Committee will be allowed. A time limit of three minutes will be allowed, unless the Park Facility Committee wishes to presently address the subject.

**ARTICLE VI
Attendance**

- 6-1 In order for the Park Facility Committee to carry out its duties and responsibilities, it is necessary for all members to regularly attend meetings. Any Park Facility Committee member may be removed by the Town Council for failure to attend meetings.

**ARTICLE VII
Order Of Business**

- 7-1 The order of business at regular meetings shall be as follows:
 - a) Roll Call and Determination of Quorum
 - b) Committee Reports
 - c) Old Business New Business
 - d) Approval of Previous Minutes
 - e) Adjournment

The Chairman shall have the authority to amend the order of business at any meeting.

- 7-2 Items of business at the regular meeting shall appear on the agenda. All items on the agenda shall have been presented to the Town Clerk at least ten (10) days prior to the regular meeting. Items not appearing on the agenda or submitted to the Town Clerk within ten (10) days of the regular meeting may only be considered for addition to the agenda by a unanimous vote of the Park Facility Committee members present.

**ARTICLE VIII
Conflict Of Interest**

- 8-1 No member of the Park Facility Committee shall seek to influence a decision, participate in any action or cast a vote involving any matter that is before the Park Facility Committee which may result in a private benefit to themselves. Park Facility Committee members should excuse themselves if the circumstance arises.
- 8-2 Withdrawal from participation in any matter is necessary only in those specific cases in which a conflict arises. There shall be no attempt to exclude entire categories of considerations because

of the business or profession with which a member is associated.

**ARTICLE IX
Actions By Committee**

- 9-1** All actions of the Park Facility Committee shall have been put before the Park Facility Committee members in the form of a motion, duly seconded, and voted upon by all unexcused members present for a quorum.
- 9-2** The chairman may take part in all deliberations and vote on all issues. Only non-excused members present at the time a hearing is held and a vote is taken shall be eligible to vote.
- 9-3** It is the duty of all Park Facility Committee members present at a meeting to vote on all issues coming before the Park Facility Committee unless such member has been specifically excused from voting on an issue. Any non-excused member who abstains from voting shall be counted as having cast a "yea" vote.

**ARTICLE X
Adoption and Amendment**

- 10-1** These rules of procedure may be adopted by a majority vote of the Park Facility Committee Membership.
- 10-2** These Rules of Procedure may, within the limits allowed by law, be amended at any time by an affirmative vote of a majority of the voting members of the Park Facility Committee, provided that such amendment be presented in writing at a regular or special meeting preceding the meeting at which the vote is taken.

Adopted

Mayor

Town Clerk

Review Personnel Policy

Discuss/Approve Partnering with UC for Critical Intersections