

## Agenda

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# *Town of Fairview*



### **Agenda**

Town Council Meeting  
**December 10, 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:**

Presentation of 2018-2019 Town Audit --- *Deneal Bennett, J.B. Watson & Co., PLLC*

**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) Fund Balance Worksheet 2019-2020 --- *Report Accepted as Information*
- d) Fairview Park Event November Draft Minutes (*Minutes Accepted as Information*)
- e) Fairview Park Facility November Draft Minutes (*Minutes Accepted as Information*)
- f) Planning Board November Draft Minutes (*Minutes Accepted as Information*)

# Agenda

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- g) Approve Council Minutes for November 12, 2019
- h) Declare I-Phone 5 surplus and add I-Phone 8 to Fairview List of Assets
- i) Approve a Budget Amendment to the 2019-2020 Budget as “donation” received from the American Legion Post 535 in the amount of \$273.67.

## 4. Items of Business:

**Item 1: Adopt** resolution consenting to inclusion in the Fairview and Hemby Bridge Fire and Rescue Service Districts --- *Patrick Nilend, Assistant County Manager*

**Item 2: Oath of Office** for newly elected officials

**Mayor: Phillip Thomas**

Oath given by Teresa Gregorius, Clerk

**Councilmember: John Biggers**

Oath given by Teresa Gregorius, Clerk

**Councilmember: Gary Wilfong**

Oath given by Teresa Gregorius, Clerk

**Item 3: Appoint** Mayor Pro Tem --- *Mayor Phil Thomas*

Oath of Office given by Mayor Phil Thomas

**Item 4: Appoint** delegate to CRTPO to serve in 2020 from Fairview --- *Mayor Thomas*

**Item 5: Approve** lease for new copier through Vision Office Systems and authorize Mayor Thomas to sign necessary paperwork --- *Ed Humphries*

## 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  
 Balance Sheet  
 As of November 30, 2019**

	Nov 30, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
American Community Bank	375,250.99
<b>Total Checking/Savings</b>	375,250.99
<b>Other Current Assets</b>	
Franchise Tax Receivable	33,317.39
Investments	
Investments NCCMT	1,010.21
<b>Total Investments</b>	1,010.21
Prepaid assets	860.00
Sales Tax Receivable	4,417.60
Taxes receivable	2,059.53
Taxes receivable - ad valorem	-1,088.54
Taxes receivable - motor veh	838.25
<b>Total Other Current Assets</b>	41,414.44
<b>Total Current Assets</b>	416,665.43
<b>Fixed Assets</b>	
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
<b>Total Fixed Assets</b>	2,043,089.10
<b>TOTAL ASSETS</b>	2,459,754.53
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	16,696.85
<b>Total Accounts Payable</b>	16,696.85
<b>Other Current Liabilities</b>	
Accrued payroll	4,565.66
Deferred revenue - ad valorem	2,096.90
Payroll Liabilities	564.80
Prepaid taxes	12.00
Security deposit - rental house	850.00
<b>Total Other Current Liabilities</b>	8,089.36
<b>Total Current Liabilities</b>	24,786.21
<b>Long Term Liabilities</b>	
Note payable on park land	600,000.00
<b>Total Long Term Liabilities</b>	600,000.00
<b>Total Liabilities</b>	624,786.21
<b>Equity</b>	
Equity	
Fixed assets	1,440,720.49
<b>Total Fund Balance</b>	1,207,568.00

10:36 AM  
11/27/19  
Accrual Basis

**Town of Fairview**  
**Balance Sheet**  
As of November 30, 2019

	Nov 30, 19
Total Equity	2,648,288.49
Retained Earnings	-757,828.63
Net Income	-55,491.54
Total Equity	1,834,968.32
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,459,754.53</b>

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11/27/19

Accrual Basis

**Town of Fairview**  
**Profit & Loss Budget vs. Actual**  
**July 2019 through June 2020**

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Ad Valorem taxes	18,066.64	76,000.00	-57,933.36	23.8%
Alcoholic beverage		16,000.00	-16,000.00	
Donation	900.00			
Donation - vendors	1,350.00			
Fund balance appropriated		57,062.00	-57,062.00	
Interest on delinquent taxes	78.67			
Investment income	1,018.44	2,400.00	-1,381.56	42.4%
Misc income	404.25			
Motor vehicle taxes	4,162.15	9,600.00	-5,437.85	43.4%
Park rental income	950.00	2,000.00	-1,050.00	47.5%
Rental house income	4,250.00	10,200.00	-5,950.00	41.7%
Sales and use tax	7,423.54	28,000.00	-20,576.46	26.5%
Sales and use tax refund	3,397.32			
Utility Franchise taxes	32,225.72	140,000.00	-107,774.28	23.0%
Zoning fees	5,935.00	15,000.00	-9,065.00	39.6%
<b>Total Income</b>	<b>80,161.73</b>	<b>356,262.00</b>	<b>-276,100.27</b>	<b>22.5%</b>
<b>Expense</b>				
Advertising and Promotion	263.68	1,500.00	-1,236.32	17.6%
Audit fees	8,050.00	7,800.00	250.00	103.2%
Bank Service Charges	351.79		351.79	100.0%
Debt repayment		63,400.00	-63,400.00	
Dues and Subscriptions	5,366.00	6,000.00	-634.00	89.4%
Elections expense		3,300.00	-3,300.00	
Festival expense	10,462.60	15,000.00	-4,537.40	69.8%
Fire Dept Grant	4,999.98	10,000.00	-5,000.02	50.0%
Fire Dept Truck Payment	26,284.62	52,568.00	-26,283.38	50.0%
Grants	2,750.00	3,500.00	-750.00	78.6%
Insurance Expense	3,779.45	4,200.00	-420.55	90.0%
Internet and website	3,358.23	9,400.00	-6,041.77	35.7%
Legal fees	2,827.67	7,500.00	-4,672.33	37.7%
Miscellaneous Expense	49.83	1,000.00	-950.17	5.0%
Office expense	3,470.24	10,000.00	-6,529.76	34.7%
Office utilities	885.72	4,800.00	-3,914.28	18.5%
Park Maintenance	8,374.02	23,000.00	-14,625.98	36.4%
Park Utilities	786.69	2,600.00	-1,813.31	30.3%
Payroll Expenses	41,631.96	95,173.00	-53,541.04	43.7%
Payroll taxes	32.52	7,281.00	-7,248.48	0.4%
Postage and Delivery	110.00			
Professional Fees		3,000.00	-3,000.00	
Rent Expense	12,000.00	12,000.00		100.0%
Rental house repairs, etc	100.00	2,000.00	-1,900.00	5.0%
Solid Waste Manage cost share		8,000.00	-8,000.00	
Tax collection fees	401.67	1,440.00	-1,038.33	27.9%
Telephone Expense	281.84	900.00	-618.16	31.3%
Training expense		500.00	-500.00	
Travel Expense	182.57	400.00	-217.43	45.6%
<b>Total Expense</b>	<b>136,801.08</b>	<b>356,262.00</b>	<b>-219,460.92</b>	<b>38.4%</b>
<b>Net Ordinary Income</b>	<b>-56,639.35</b>		<b>-56,639.35</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-56,639.35</b>		<b>-56,639.35</b>	<b>100.0%</b>

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11/27/19

Accrual Basis

## Town of Fairview

### Transactions by Account

As of November 30, 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>American Community Bank</b>							
Deposit	10/31/2019			Interest	249.68		378,838.47
Deposit	11/01/2019			Deposit	250.00		379,088.15
Deposit	11/06/2019			Deposit	850.00		379,338.15
Deposit	11/08/2019			Deposit	8,087.57		380,188.15
Bill Pmt -Check	11/08/2019	102837	Clark, Griffin and Mc...	November retainer, etc		376.00	387,899.72
Bill Pmt -Check	11/08/2019	102838	Ed Humphries_	office		8.55	387,891.17
Bill Pmt -Check	11/08/2019	102839	Fairview VFD and R...	Monthly grant to VFD		833.33	387,057.84
Bill Pmt -Check	11/08/2019	102840	John Biggers_	Batteries for Festival		278.03	386,779.81
Bill Pmt -Check	11/08/2019	102841	RLI Surety Bond	Finance officer bond		175.00	386,604.81
Bill Pmt -Check	11/08/2019	102842	Taylor's Landscapin...	Monthly landscaping		1,337.50	385,267.31
Bill Pmt -Check	11/08/2019	102843	Teresa Clontz	Cleaning office		100.00	385,167.31
Bill Pmt -Check	11/08/2019	102844	Union County Public...	Park water		69.57	385,097.74
Bill Pmt -Check	11/08/2019	102845	Darrell H. Baucom_	Travel and internet		79.80	385,017.94
Paycheck	11/12/2019	102846	Darrell H. Baucom			838.68	384,179.26
Paycheck	11/12/2019	102853	Teresa Gregorius			1,423.29	382,755.97
Paycheck	11/12/2019	102847	Edward D Humphries			2,349.27	380,406.70
Paycheck	11/12/2019	102848	Gary H Wilfong			138.52	380,268.18
Paycheck	11/12/2019	102849	Jerry C. Clontz			379,371.89	379,371.89
Paycheck	11/12/2019	102850	John A Biggers, Jr.			138.52	379,233.37
Paycheck	11/12/2019	102851	Patricia H. Kindley			138.52	379,094.85
Paycheck	11/12/2019	102852	Phillip C Thomas			184.70	378,910.15
Liability Check	11/12/2019		To Print	55-0789092		2,119.92	376,790.23
Check	11/12/2019	102854	Tracy Biggers	Festival exp reimbursement		281.46	376,508.77
Check	11/12/2019	102855	FNB Commercial Cr...	credit card bill		1,334.62	375,174.15
Check	11/12/2019	102856	Jerry C. Clontz	Reimburse park expenses		234.05	374,940.10
Check	11/12/2019	102857	Waste Management	dumpster etc		225.52	374,714.58
Check	11/12/2019	102858	American Legion Po...	Donation for fundraiser		250.00	374,464.58
Check	11/15/2019		Great American Fin...	copier lease		145.62	374,318.96
Deposit	11/15/2019			Deposit	0.00		374,318.96
Deposit	11/20/2019			Deposit	550.00		374,868.96
Deposit	11/22/2019			Deposit	250.00		375,118.96
Deposit	11/25/2019			Deposit	755.78		375,874.74
Check	11/26/2019		Duke Energy	Park utility bill		120.39	375,754.35
Check	11/26/2019		Duke Energy	Office power bill		256.92	375,497.43
Check	11/27/2019		Spectrum	Paid via phone		246.44	375,250.99
<b>Total American Community Bank</b>							
					10,993.03	14,580.51	375,250.99
<b>TOTAL</b>					<b>10,993.03</b>	<b>14,580.51</b>	<b>375,250.99</b>

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11/27/19

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
**July 2019 through June 2020**



Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Festival expense</b>							
Bill	07/14/2019	07142019	Todd Donaldson	Reimburse festival expenses	32.10		32.10
Check	09/10/2019	102758	Elizabeth Medlin	Festival expense reimbursm...	192.30		224.40
Check	09/10/2019	102760	FNB Commercial Cr...	Credit card bill	200.00		424.40
Bill	10/01/2019	10012019	Gayle Brock	Festival supplies	44.04		468.44
Bill	10/01/2019	10012019	Lisa Thomas	Festival expenses	74.31		542.75
Bill	10/05/2019	10052019	Sandra L. Shaw	Security for festival	210.00		752.75
Bill	10/05/2019	10052019	Zachary L. Herman	Music for Festival	300.00		1,052.75
Bill	10/05/2019	10052019	Terry C. Tomberlin	Music for festival	450.00		1,502.75
Bill	10/05/2019	10052019	Lynn Greene	Music for festival	500.00		2,002.75
Bill	10/05/2019	10052019	Lee Ward	Music for festival	1,500.00		3,502.75
Bill	10/05/2019	10052019	Chad Price	Music for festival	300.00		3,802.75
Bill	10/05/2019	10052019	Mike Mills	music for festival	300.00		4,102.75
Bill	10/05/2019	10052019	Homelown Heroes	Parking for festival	500.00		4,602.75
Bill	10/05/2019	10052019	UCAT	Antique cars for festival	300.00		4,902.75
Bill	10/07/2019	110289	RCS. Inc.	Porta Jon rental	600.00		5,502.75
Bill	10/08/2019	0082019	John Biggers_	Festival expenses	366.84		5,869.59
Bill	10/08/2019	10082019	Allison Plyler	Festival expenses	174.89		6,044.48
Bill	10/14/2019	10012019	FNB Commercial Cr...	Fall festival expenses	979.40		7,023.88
Bill	10/29/2019	10292019	Fairview Elementary...	Manning the game booths for ...	1,500.00		8,523.88
Bill	10/29/2019	10292019	Boy Scout Troop 161	Support for festival	150.00		8,673.88
Bill	11/06/2019	11062019	John Biggers_	Batteries for Festival	278.03		8,951.91
Check	11/12/2019	102854	Tracy Biggers	Festival exp reimbursement	281.46		9,233.37
Check	11/12/2019	102855	FNB Commercial Cr...	Credit card bill	1,176.93		10,410.30
Check	11/12/2019	102857	Waste Management	Extra pickup	52.30		10,462.60
Total Festival expense					10,462.60	0.00	10,462.60
<b>TOTAL</b>					<b>10,462.60</b>	<b>0.00</b>	<b>10,462.60</b>

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11/27/19

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
**July 2019 through June 2020**

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
<b>Park Maintenance</b>								
Bill	07/02/2019	07022019		Bill Riffle	Pressure washing picnic shelter	25.00		25.00
Bill	07/26/2019	1333		Taylor's Landscapin...	Lawn care for July 2019	1,337.50		1,362.50
Bill	08/06/2019	24588		Sign Masters	Ornamental post and sign	581.79		1,944.29
Check	08/13/2019	102729		RCS, Inc.	Mulch for park	1,000.00		2,944.29
Check	08/13/2019	102730		FNB Commercial Cr...	Metrolina Mulch	564.65		3,508.94
Bill	09/03/2019	1338		Taylor's Landscapin...	August lawn maintenance	1,337.50		4,846.44
Bill	09/19/2019	09192019		Bill Riffle	Wireless security	301.97		5,148.41
Bill	09/30/2019	1345		Taylor's Landscapin...	Mowing for September	1,337.50		6,485.91
Bill	10/10/2019	10102019		William Riffle	Hard drive for security	69.95		6,555.86
Bill	10/14/2019	10012019		FNB Commercial Cr...	Pay off credit card	109.97		6,665.83
Bill	10/22/2019	33426		Kiker Plumbing Serv...	Repaired commode	136.64		6,802.47
Bill	11/12/2019			Taylor's Landscapin...	Monthly landscaping	1,337.50		8,139.97
Check	11/12/2019	102856		Jerry C. Clontz	Reimburse park expenses	234.05		8,374.02
Total Park Maintenance						8,374.02	0.00	8,374.02
<b>TOTAL</b>						<b>8,374.02</b>	<b>0.00</b>	<b>8,374.02</b>

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11/27/19

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
**July 2019 through June 2020**

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
<b>Office expense</b>								
Bill	07/01/2019	97135033		All-Points Waste Service, ...	Waste service for July	86.61		86.61
Bill	07/02/2019	RT17771		Heat and Air Direct	Seasonal tune-up	125.00		211.61
Bill	07/09/2019	07092019		Teresa Clontz	Cleaning	100.00		311.61
Check	07/15/2019	Draft		Great American Financial ...	Copier	137.01		448.62
Bill	08/01/2019	98101615		All-Points Waste Service, ...	Garbage service	86.61		535.23
Bill	08/08/2019	351793		Killingsworth Environmental	Spraying inside baseb...	125.00		660.23
Check	08/13/2019	102727		Teresa Clontz	Cleaning for August	100.00		760.23
Check	08/13/2019	102730		FNB Commercial Credit C...	Pay credit card bill	477.02		1,237.25
Check	08/15/2019	Draft		Great American Financial ...	Copier	0.00		1,237.25
Check	08/15/2019	Draft		Great American Financial ...	Copier leasing	132.77		1,370.02
Check	08/15/2019	Draft		Great American Financial ...	Office cleaning	100.00		1,470.02
Check	09/03/2019	09032019		Teresa Clontz	Credit card bill	18.47		1,488.49
Bill	09/10/2019	102760		FNB Commercial Credit C...	Copier	139.05		1,627.54
Check	09/15/2019	Draft		Great American Financial ...	Garbage service	86.61		1,714.15
Check	09/17/2019	0002252...		Waste Management	Office utilities draft	263.01		1,977.16
Check	09/27/2019	Draft		Duke Energy_	Waste service for Octo...	86.61		2,063.77
Bill	10/07/2019	0007124...		Waste Management	Cleaning	100.00		2,163.77
Bill	10/08/2019	10082019		Teresa Clontz	Pay off credit card	336.33		2,500.10
Bill	10/14/2019	10012019		FNB Commercial Credit C...	copier charges	145.58		2,645.68
Check	10/15/2019	Draft		Great American Financial ...	bimonthly pest control	125.00		2,770.68
Bill	10/15/2019	134393		Killingsworth Environmental	office	8.55		2,779.23
Bill	11/12/2019	11122019		Ed Humphries_	Cleaning office	100.00		2,879.23
Bill	11/12/2019	11122019		Teresa Clontz	credit card bill	157.69		3,036.92
Check	11/12/2019	102855		FNB Commercial Credit C...	dumpster etc	173.22		3,210.14
Check	11/12/2019	102857		Waste Management	copier lease	145.62		3,355.76
Check	11/15/2019	Draft		Great American Financial ...	auto draft for copier	114.48		3,470.24
Check	12/15/2019	Debit		Great American Financial ...				3,470.24
Total Office expense						3,470.24	0.00	3,470.24
<b>TOTAL</b>						<b>3,470.24</b>	<b>0.00</b>	<b>3,470.24</b>



# November

7-Nov	CC	H-19-106	Home	\$75	Ryan McGee	_____ Carriker Rd	08246001E
Nov. 7	1709	H-19-107	Home	\$75	Peter Long	321 E. Old Dutch	8183005
Nov. 21	225	Comp 19-108	Comp	\$100	Dan Kachula	211 W. Brief	8177002
Nov. 21	72705	H-19-109	Home	\$100	Kim E Flynn	217 E old Dutch	08183008B
Nov. 26	3606	A-19-110	Accessory	\$75	Paula Smith	9310 Unionville Brief	08114010B
Nov. 26	2141	A-19-111	Accessory	\$75	Laura Huntley	1475 Biggers Cemetery	08114009M
Total		6		\$500			

## FUND BALANCE WORKSHEET 2019

Beginning Spendable Fund Balance      **\$399,955**  
(as of 6/30/2019)

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

Spendable Fund Balance      **\$199,955**  
(as of 6/30/2019)

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
1	7/9/2019	Sod for Park	Park Maintenance	\$3,000
<b>New Spendable Fund Balance</b>				<b>\$196,955</b>

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
<b>New Spendable Fund Balance</b>				



**Town of Fairview  
Fairview Park Event Committee Meeting  
November 7, 2019**

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

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Winter Festival Sub-Committee Reports:

*Children's Entertainment:* Activities will include – Write letters to Santa, Mrs. Clause reading "Twas the Night Before Christmas", Outdoor tent with Christmas story playing, Trolley ride, Visit with Santa, Fill a Christmas stocking.

*Custodian:* Park Facility Committee will handle restrooms and trash

*Decorations:* Round haybale for snowman will be completed this weekend

*Food:* Bethlehem Presbyterian will be giving out coffee and donuts, Benton's Crossroads will be giving out hot chocolate and cookies

*Parking:* Chairman Thomas reported that the organization Ground 40 will handle the parking for a \$200 donation

*Sound System:* Chairman Thomas reported that Jimmy Huntley will be the DJ and play Christmas music for \$500

*Advertising:* Elizabeth Medlin is advertising on Instagram and Spencer Thomas is advertising on Facebook. Chairman Thomas will prepare an itinerary timeline for the festival events.

Chairman Thomas noted that Friday, December 13<sup>th</sup> will be decorating the park day.

B. Minutes

Theresa Donaldson made a motion to approve the October 10, 2019 minutes. Spencer Thomas seconded the motion. Committee members Thomas, Biggers, Brock, Cuthbertson, Theresa Donaldson, Todd Donaldson, M. Medlin, E. Medlin and S. Thomas voted yes (9-0).

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  
November 14, 2019**

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

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Painting Restroom Doors

Chairman Medlin stated that scratches have been made in the restroom doors and will need to be repainted as soon as the temperature allows.

B. Dead Tree Removal

Chairman Medlin stated that there was a dead oak tree on the back side of the park. The Committee discussed getting together later and cut it down.

C. Projects for 2020

Chairman Medlin asked the Committee to compile a list of possible park projects:

- Pickle ball
- Clear a natural trail around new property along the creek
- Clean wooded area behind rental house
- Swings around the pond area
- Band shelter
- Second Picnic Shelter
- Cover over the playground equipment

The Committee will research pricing and produce a priority list of the projects.

Chairman Medlin informed the Committee they will be responsible for the custodial duties during the Winter Festival on December 14<sup>th</sup> from 4:00 PM to 7:00 PM.

D. Minutes

Leon Whitley made a motion to approve the September 12, 2019 minutes. Jane Link seconded the motion. Committee members Link, Medlin, Riffle and Whitley voted yes (4-0).

Chairman Medlin adjourned the meeting.

Respectfully submitted,

\_\_\_\_\_  
Teresa Gregorius  
Town Clerk

\_\_\_\_\_  
Mike Medlin  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2019



**Town of Fairview  
Planning Board Meeting  
November 19, 2019**

The following Planning Board members were present: Kelvin Baucom, Doug Buchanan, Tony Helms, Mike Medlin, Rick Pigg, Nancy Randall and Bill Thomas

Others present: Ed Humphries, Land Use Administrator / Deputy Clerk, Teresa Gregorius, Town Clerk

**Public Comments**

None

**Reports**

Ed Humphries reported that Bjorn Hansen, Union County Transportation Planner, presented the Union County Critical Intersection Analysis Report to the Council that included Hwy. 601/Brief Road and Lawyers Road/Indian Trail-Fairview Road.

The Council approved the cell tower on Brief Road.

**Items of Business**

A. Trends in Fairview

Mr. Humphries discussed the types of permits that he has approved over the past year and the types of questions and inquiries he receives daily.

B. The Sign Ordinance

Mr. Humphries reviewed legal and illegal scenarios regarding the sign ordinance and how he tries to enforce the ordinance.

C. Minutes

Bill Thomas made a motion to approve the August 20, 2019 minutes. Doug Buchanan seconded the motion. Board members Baucom, Buchanan, Helms, Medlin, Pigg, Randall and Thomas voted yes (7-0).

Chair Randall announced that there would be no December meeting and wished everyone a Happy Thanksgiving and Merry Christmas.

Rick Pigg made a motion to adjourn. Tony Helms seconded the motion. Board members Baucom, Buchanan, Helms, Medlin, Pigg, Randall and Thomas voted yes (7-0).

Respectfully submitted,

\_\_\_\_\_  
Teresa Gregorius  
Town Clerk

\_\_\_\_\_  
Nancy Randall  
Chair

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019



**Town of Fairview  
Regular Town Council Meeting  
November 12, 2019**

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

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

**Agenda Changes**

John Biggers stated that he would like to add a discussion regarding adding additional members to the Fairview Park Event Committee as Item #3.

**Approval of Agenda**

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

**Public Comments**

None

**Consent Agenda**

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Accept Budget Amendment Worksheet 2019-2020 report as Information
- d) Fairview Park Event October Draft Minutes --- Minutes Accepted as Information
- e) Fairview Park Facility October Draft Minutes --- No October Meeting
- f) Planning Board October Draft Minutes --- No October Meeting
- g) Approve Council Regular Minutes for October 8, 2019
- h) Fairview School Choice Week Proclamation 2019
- i) Veterans Day Proclamation 2019

John Biggers made a motion to approve the consent agenda. Jerry Clontz seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

### **Items of Business**

#### **Item 1: Discuss/Approve Request for Funds from Fairview Elementary PTO**

Morgan Poplin, President of the PTO addressed the Council regarding the request for \$5,000.00 in funds to plant a tree line along the fence facing Highway 601. The Council discussed and made suggestions to the PTO about different avenues to try and secure trees/labor for the project. The Council will make inquiries and pass along contacts to the PTO.

#### **Item 2: Discuss/Approve Request for Funds from Sam F. Keziah American Legion Post 535**

Brian Hinson with the Sons of the Legion Post 535 addressed the Council requesting funds in the amount of \$500.00 to offset the cost of a music fundraiser for the Sam F. Keziah American Legion Post 535 building fund on March 7, 2020. The Council discussed.

Patricia Kindley made a motion to donate \$250.00 to the Sam F. Keziah American Legion Post 535 for their music fundraiser. John Biggers seconded the motion. Council members Biggers, Kindley and Wilfong voted yes, Clontz voted no (3-1).

#### **Item 3: Discuss/Approve Fairview Park Event Committee Member Additions**

John Biggers asked the Council to consider adding two additional members to the Fairview Park Event Committee and amending the Rules of Procedure to state 12 members instead of 10. He presented the applications for Traci Price-Ferguson and Leigh Harris to be considered. The Council discussed.

John Biggers made a motion to approve two additional members to the Fairview Park Event Committee and amend the Rules of Procedure to state 12 members instead of 10. Gary Wilfong seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

### **Council Comments**

Patricia Kindley told the Council about a new photo project she will be launching around the first of the year. Fairview residents will be encouraged to submit photos of Fairview which could be either current or from the past. One will be selected to be highlighted on the website each month. She also noted that the Holiday Lights contest is underway.

Jerry Clontz congratulated Mayor Thomas and Councilmen Biggers and Wilfong on being re-elected. He reported that he had purchased locks for the toilet paper holders in the park restrooms and paper consumption has significantly declined.

Gary Wilfong thanked the Fairview PTO and Brian Hinson for their continued efforts on behalf of the school children and veterans in Fairview.

Mayor Thomas reported that after the discussion on garbage cans obstructing the roadways, letters went out to the area garbage companies requesting their assistance with the problem. Mayor Thomas stated that he continues communicating with School Board Chairman Melissa Merrill regarding the old school property, and she informed him that she has a meeting set up with the assistant superintendent and several others with the school system about moving forward on the Town obtaining the property. Mayor Thomas reported that residents who want to have their water tested should contact the county or a certified lab regarding the testing and send the results to the county. Water testing costs approximately \$75. The county sets aside monies each year to assist residents with bad water to work toward getting county water.

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 Assets**

Revised 12/03/2019

<b>Item</b>	<b>Model or Serial Number</b>	<b>Cost/Value</b>	<b>Use</b>	<b>Purchased</b>
Leasehold Improvements	Office in Fire Department	\$2,500	Active Use	
Accounting Software Program	Edmunds & Assoc., Inc.	\$10,000	Not being Used	
Meeting Room Sound Equipment	Furman Power Conditioner-Merit Series		Active Use	
	Auto mix/Control-Channel			
	Tascan C/D-RW 900mk11	\$424	Active Use	2/1/17
	Mics and Stands			
Meeting Room Table and Chairs			Active use	
Six LazyboyExecutive Chairs		\$1,200	Active use	4/1/17
Five Secretarial Chairs		\$393	Active use	4/1/17
<b>Office Equipment</b>				
Schwab Fire Proof file safe	5000	\$900	Active Use	
Two Used Metal File Cabinets	Four Drawer	\$0	Active Use	
Cannon Calculator	P23-DH V	\$24	Active Use	
Laptop HP ---Ed	Probook 4510 including case	\$1,500	Active Use	
Laptop Dell ----Teresa	Latitude/E5530 including case S/N 2VBTM12	\$1,000	Active Use	
APC Back-UPS RS 1200	Battery Backup for server		Active Use	
Fellows Booklet maker	Pulsar 300	\$284	Active Use	
Samsung	2670 FW Color MFP	Lease	Active Use	
Epson Projector	S/N	\$650.00	Active Use	9/1/11
HP Printer for meeting room	S/N CZ152-80024	\$99.99	Active Use	4/22/11
Fujitsu Scanner	S/N 724449	\$1,000.00	Active Use	9/1/13
Ip hones5	S/N C37MHCSLFNJJ	\$500	Surplus	6/20/14
Ip hone8	S/N FD1ZL23DJCLY	Lease \$24x24	Active Use	12/3/19

# Adopt Resolution

**TOWN OF FAIRVIEW  
RESOLUTION CONSENTING TO INCLUSION IN THE FAIRVIEW AND HEMBY  
BRIDGE FIRE AND RESCUE SERVICE DISTRICTS**

WHEREAS, certain territory located within the municipal limits of the Town of Fairview lies within the boundaries of the existing fee-supported Fairview Fire District (the “Fee-Supported Fire District”) and the existing Hemby Bridge Rural Fire Protection District (the “Rural Fire Protection District”); and

WHEREAS, provision of fire protection and rescue service (“Fire Services”) within the Fee-Supported Fire District is funded by the collection of certain Fire Fees, and Fire Services within the Rural Fire Protection District is funded by the collection of certain Rural Fire Protection District Special Taxes; and

WHEREAS, pursuant to The County Service District Act of 1973, G.S. §§ 153A-301 through 153A-310 (the “Act”), the Union County Board of Commissioners (the “Union County Board”) may define one or more county service districts within which the County may assess taxes to pay for the provision of Fire Services within the district(s); and

WHEREAS, the Union County Board is considering (i) abolishing the Fee-Supported Fire District and corresponding Fire Fees; (ii) setting the rate of Rural Fire Protection District Special Taxes at zero; (iii) establishing a tax-based Fairview Fire and Rescue Service District within the same geographic area currently served by the Fee-Supported Fire District; and (iv) establishing a tax-based Hemby Bridge Fire and Rescue Service District (together with the Fairview Fire and Rescue Service District, the “Fire Service Districts”) to provide Fire Services within the geographic area currently served by the existing Rural Fire Protection District, as well as to include certain areas currently outside of any fire funding district; and

WHEREAS, in accordance with the Act, tax revenues collected to support a particular Fire Service District may be used only to provide Fire Services within that Fire Service District and may not be reallocated to any other County fund or program; and

WHEREAS, a resolution of the governing body of the Town of Fairview consenting to inclusion in the proposed Fire Service Districts is required by the Act if such territory is to be included therein.

NOW, THEREFORE, BE IT RESOLVED that the Town of Fairview supports Union County’s desire to abolish the Fee-Supported Fire District, no longer levy Rural Fire Protection District Special Taxes, and establish the Fire Service Districts; and

BE IT FURTHER RESOLVED that the Town of Fairview consents to: (i) inclusion within the Fairview Fire and Rescue Service District of territory located within the municipal limits of Fairview (including territory hereinafter annexed by Fairview), if such territory lies within the boundaries of the fee-supported Fairview Fire District, as shown in Exhibit A, which is attached and incorporated herein by reference; and (ii) inclusion within the Hemby Bridge Fire and Rescue Service District of territory located within the municipal limits of Fairview (including territory hereinafter annexed by Fairview) if such territory lies within the boundaries of the Hemby Bridge Fire and Rescue Service District, as shown in Exhibit B, which is attached and incorporated herein by reference.

This resolution is adopted this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

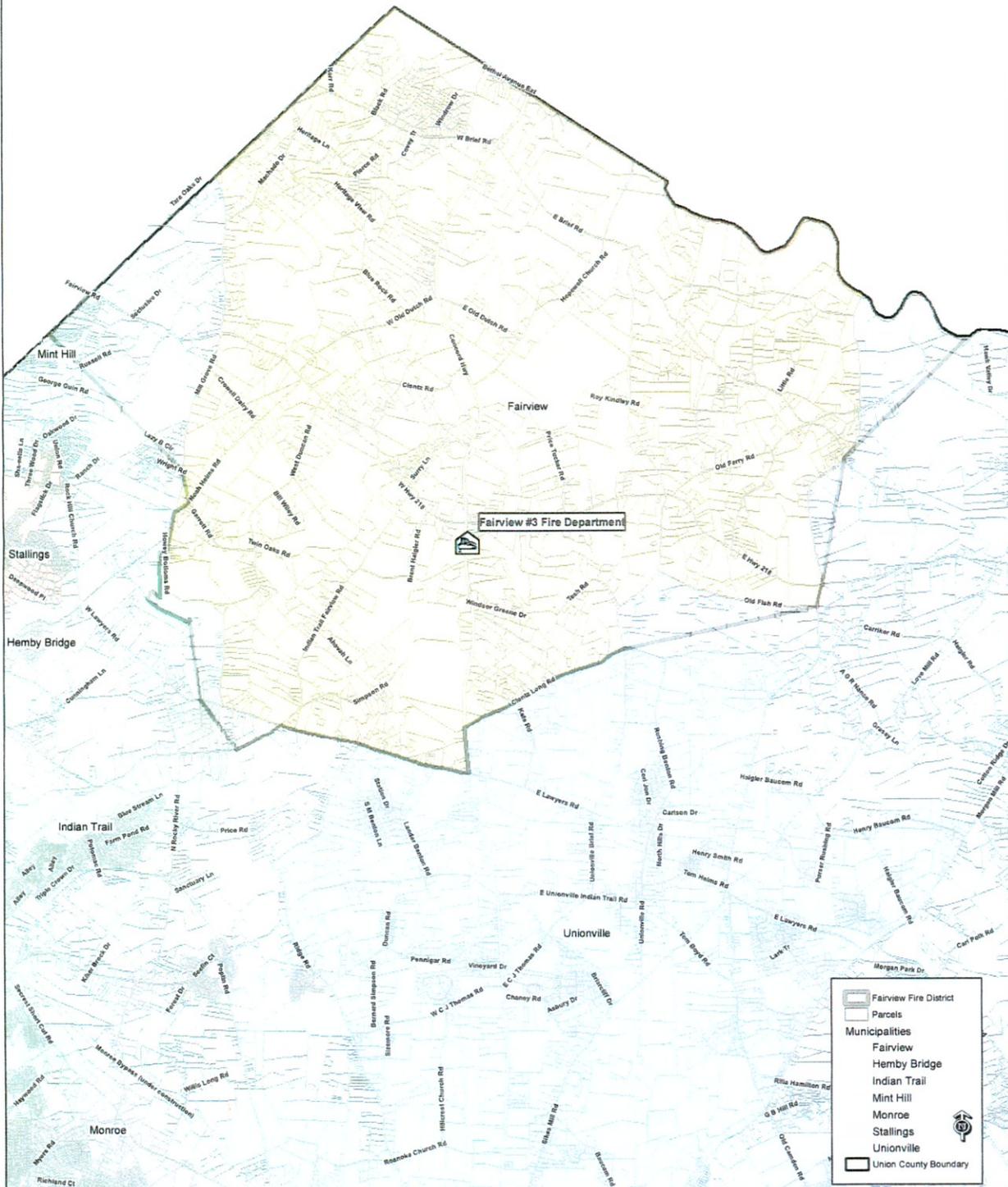
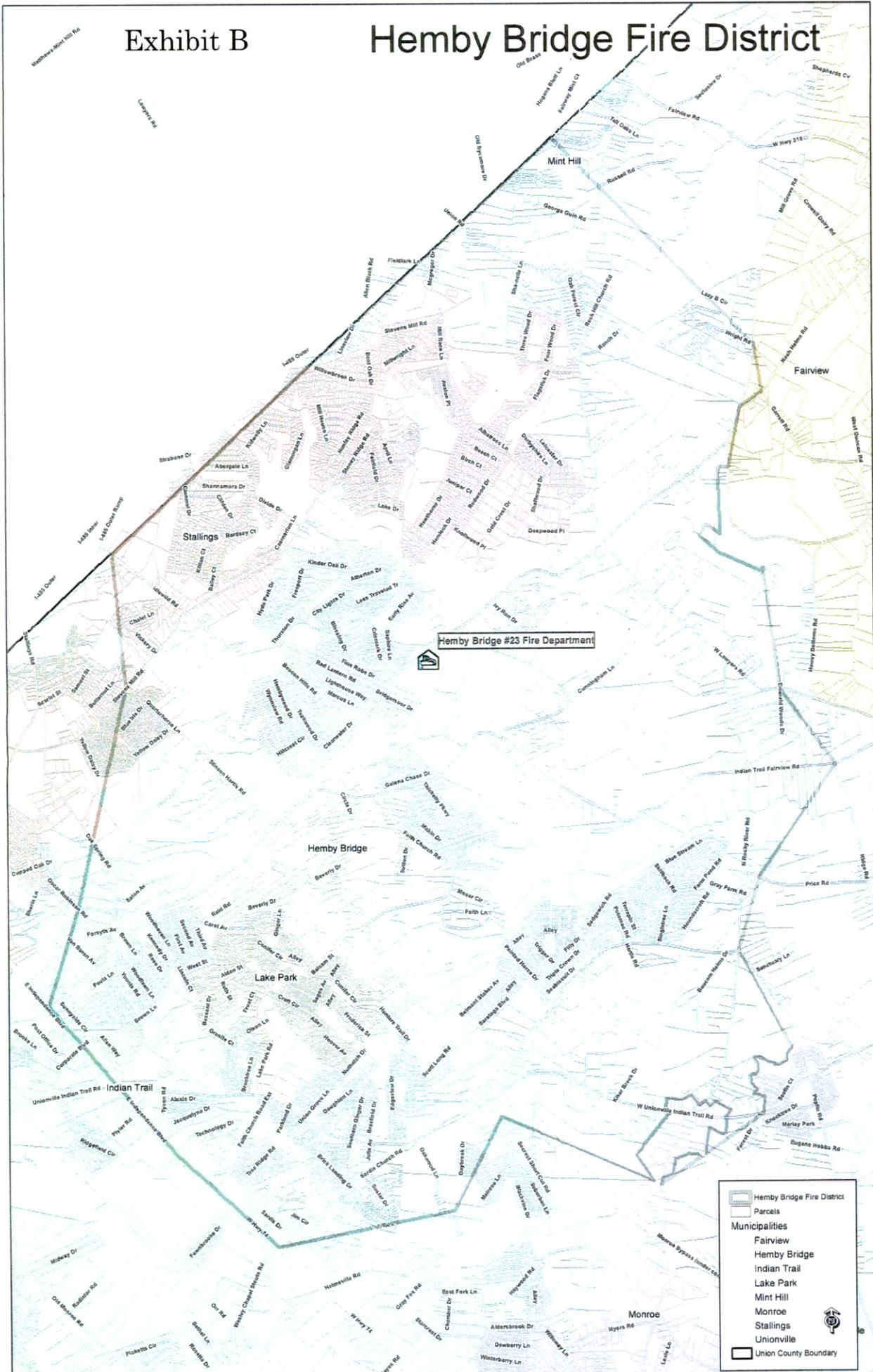


Exhibit B

# Hemby Bridge Fire District



# Oaths of Office

# Appoint Mayor Pro Tem

# Appoint CRTPO Delegate

## Ed Humphries

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**From:** Burke, Neil <nburke@ci.charlotte.nc.us>  
**Sent:** Tuesday, December 03, 2019 11:48 AM  
**To:** Aaron Tucker (atucker@cornelius.org); Rodriguez, Agustin; Alexander, Lynn; Andrew Ventresca (aventresca@statesvillenc.net); Andy Bailey; Ashley, Sherry; Babson, Liz; Bill Coxe; Bill Thunberg (billthunberg@gmail.com); Bjorn Hansen; Bridges, Curtis; Brooks, Vicky; Cami Wecklerly - Town of Mooresville (cweckerly@mooresvillenc.gov); Canipe, Brett D; Mahoney, Catherine; ceasterly@admin.stallingsnc.org; Chambers, Becky; C Joneill; cmud\_t morgan; Cook, Gwen; Cook, Robert; Dana Stoogenke; Dave Hill; Dellert-O'Keef, Judy; Dominique Boyd (dlboyd1@ncdot.gov); Doug Wright; Franklin Deese; George Berger; Green, Megan; Grzymiski, Andrew; Harrison, David; Herron, Wayne; Ed Humphries; Jaiyeoba, Taiwo; Jason Burdette; Johnson, Gare; Figueroa, Joyce; Justin Russell; Cavazza, Kate J.; Lloyd, Katie; Kevin Parker; Leathers, Amber; Leaver, Dan; Mark Stafford; Martin, Erika; Matt Hubert; Matthew Todd (mtodd@co.iredell.nc.us); McDonald, David; Menefee, Charles; Nathan Farber; Burke, Neil; Nichols, Erinn; Niland, Patrick; Panicker, Anil T; Patrick Sadek (pns@indiantrail.org); planner@townofweddington.com; Richard Black; Richard Hoffman (richard.hoffman@co.iredell.nc.us); Rose, John; Sarah McAllister; Stafford, Jennifer; cmud\_s frey; Stiwinter, Lisa; Stuart Basham; Susan Woolard; Thomason, Laura A; Thomson, Theo; Todd Huntsinger; Washam, William; Wesley Chapel (planner@wesleychapelnc.com); Wiebke, Mark  
**Cc:** Mahoney, Catherine; Cook, Robert  
**Subject:** 2020 CRTPO Board Delegates and Alternate Appointments

TCC Members,

A friendly reminder following the municipal elections and with board appointments beginning for 2020. Please work with your local management to name your jurisdiction's CRTPO Board delegates and alternates for the 2020 calendar year. Staff is in the process of preparing for the 2020 CRTPO orientation on Tuesday, January 14 and we would like to provide adequate notice to the incoming CRTPO delegates and alternates regarding this meeting, as well as the first CRTPO Board meeting on Wednesday, January 15.

CRTPO Delegates and Alternates must complete their NC Ethics Commission State of Economic Interest Form by April 15, 2020.

Please have your jurisdiction provide me with the names of the CRTPO delegates and alternates and their contact information as soon as possible. Thanks!



**Neil Burke, AICP PTP | Secretary**  
Charlotte Regional Transportation Planning Organization  
704-353-0198 | [nburke@charlottenc.gov](mailto:nburke@charlottenc.gov)



# Approve Copier Lease



**Vision Office Systems, Inc.**

*Expenditure Analysis and  
Proposed Solution*

*For*



9301-D Forysth Park Drive  
Charlotte, NC 28241

[www.visionofficesystems.com](http://www.visionofficesystems.com)  
Phone 704-583-7393

**Canon**

MURATEC AMERICA, INC.  
A KONICA MINOLTA COMPANY

**SHARP**

brother  
at your side

Lexmark

EPSON  
FASTERS YOUR VISION

## Proposed Equipment

The Brother Workhorse MFC-L9570CDW color laser all-in-one printer is an excellent choice for mid-sized workgroups with demanding print volumes that need a low total cost of ownership and reliable, business quality output.

This high-performance printer helps to increase your productivity with print speeds up to 33ppm, and scan speeds for double-sided pages up to 104ipm.

The Brother MFC-L9570CDW received the highest possible rating of "Highly Recommended" from Keypoint Intelligence - Buyers Lab (BLI), thanks to its robust feature set, including a class-leading paper capacity, high yield toner and long-life drum for decreased user intervention, and low cost of ownership. Even more impressive, during BLI's rigorous two-month, 80,000 impression durability test, the Brother MFC-L9570CDW completed testing with no misfeeds or malfunctions earning BLI's designation of "Highly Reliable."

### **Brother MFC-L9570CDW**



*Present Monthly Expenditure Analysis*

PRESENT EQUIPMENT	IMAGES PER MONTH	COST PER IMAGE	MONTHLY EXPENSE
SAMSUNG C2670FW			
B/W INCLUDED PER MO.	1,000		INCLUDED
B/W AVG. PER MONTH	328		
COLOR INCLUDED PER MO.	100		INCLUDED
COLOR AVG. PER MONTH	<u>621</u>		
OVERAGE EXPENSE	521	0.122450	\$63.80
MONTHLY LEASE PAYMENT			\$73.00
<b>TOTAL MONTHLY EXPENSE</b>			<b>\$136.80</b>

**Total Present Expense per Month**

**\$ 136.80**

*Proposed Financial Alternatives*

PRESENT EQUIPMENT	IMAGES PER MONTH	COST PER IMAGE	MONTHLY EXPENSE
<b>Brother MFCL9570Cdw</b>			
B/W INCLUDED PER MO.	500		INCLUDED
B/W AVG. PER MONTH	328		
COLOR INCLUDED PER MO.	650		INCLUDED
COLOR AVG. PER MONTH	621		
MONTHLY LEASE PAYMENT			\$128.85
(Includes Service & Supplies)			
<b>TOTAL MONTHLY EXPENSE</b>			<b>\$128.85</b>

**Total Proposed Expense per Month**

**\$ 128.85**