

Agenda

Town of Fairview



Agenda Town Council Meeting **September 12, 2016** 7:00 pm

(Meeting to be held at the Old Fairview School)

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

Invocation
Pledge of Allegiance

- a. Agenda Changes
- b. Approval of Agenda

2. Public Comments / Presentations:**

Presentation by Barbara Blair, Humane Society

Presentation by Christina Helms, Board of Education: Upcoming bond on the November ballot

3. Consent Agenda:

- a) Financial and Tax Reports--- *Report Accepted as Information*
- b) Land Use Report---*Report Accepted as Information*
- c) CRTPO --- *Report Accepted as Information*
- d) Monroe/Union County Economic Development Committee Report--- *Report Accepted as Information*
- e) Approve Council Minutes for August 8, 2016

Agenda

4. Items of Business:

Item 1: Appoint 3 members and 1 alternate to Planning and Zoning Board
(These appointments are for the positions currently held by Patti Freeman, Dr. John Phifer, Patricia Kindley and Edwin Shaver –these terms will expire Dec. 2019) ---*Ed Humphries*

Item 2: Park Update --- *Jerry Clontz*

5. Council Comments

6. Closed Session

- a. Personnel G.S. § 143-318.11.a(6)
- b. Real Estate G.S. § 143-318.11.a(5)

7. 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 August 31, 2016**

	Aug 31, 16	Aug 31, 15
ASSETS		
Current Assets		
Checking/Savings		
American Community Bank	90,927.11	327,375.94
Bank of NC	958,712.59	955,637.85
Total Checking/Savings	1,049,639.70	1,283,013.79
Other Current Assets		
Franchise Tax Receivable	43,188.53	43,188.53
Investments		
Investments NCCMT	967.10	964.95
Total Investments	967.10	964.95
Sales Tax Receivable	4,001.24	4,001.24
Taxes receivable	3,302.18	4,367.71
Total Other Current Assets	51,459.05	52,522.43
Total Current Assets	1,101,098.75	1,335,536.22
Fixed Assets		
Accumulated Depreciation	-7,474.08	-7,474.08
Computer Equipment	12,643.66	12,643.66
Furniture and Equipment	1,698.00	1,698.00
Land	219,516.33	219,516.33
Land improvements	10,145.00	10,145.00
Leasehold improvements	2,500.00	2,500.00
Total Fixed Assets	239,028.91	239,028.91
Other Assets		
Park development costs	25,055.00	25,055.00
Total Other Assets	25,055.00	25,055.00
TOTAL ASSETS	1,365,182.66	1,599,620.13
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	12,653.93	8,000.00
Total Accounts Payable	12,653.93	8,000.00
Other Current Liabilities		
Accrued payroll	3,436.07	3,436.07
Deferred revenue - ad valorem	4,635.53	4,635.53
Payroll Liabilities	404.21	363.44
Total Other Current Liabilities	8,475.81	8,435.04
Total Current Liabilities	21,129.74	16,435.04
Total Liabilities	21,129.74	16,435.04
Equity		
Equity		
Fixed assets	264,083.91	264,083.91
Total Fund Balance	1,244,247.72	1,244,247.72
Total Equity	1,508,331.63	1,508,331.63
Retained Earnings	-39,643.27	140,494.54
Net Income	-124,635.44	-65,641.08
Total Equity	1,344,052.92	1,583,185.09
TOTAL LIABILITIES & EQUITY	1,365,182.66	1,599,620.13

Town of Fairview
Profit & Loss Budget vs. Actual
 July through August 2016

	Jul - Aug 16	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	18.33	0.00	18.33
Cable TV franchise taxes	778.27	0.00	778.27
Interest on delinquent taxes	29.66		
Investment income	293.68	400.00	-106.32
Motor vehicle taxes	1,609.65	1,270.00	339.65
Sales and use tax	4,083.70	4,000.00	83.70
Zoning fees	750.00	500.00	250.00
Total Income	7,563.29	6,170.00	1,393.29
Expense			
Advertising and Promotion	0.00	100.00	-100.00
Audit fees	1,200.00	1,350.00	-150.00
Capital outlay	88,149.82	0.00	88,149.82
Charitable Contributions	13,142.31	13,142.00	0.31
Collection fees	48.49	200.00	-151.51
Computer and Internet Expenses	1,037.00	1,000.00	37.00
Dues and Subscriptions	4,968.00	4,825.00	143.00
Grants	0.00	5,000.00	-5,000.00
Insurance Expense	5,703.60	6,000.00	-296.40
Legal fees	1,266.04	1,000.00	266.04
Miscellaneous Expense	10.00	0.00	10.00
Office Supplies	306.65	2,200.00	-1,893.35
Park Maintenance	135.00	1,000.00	-865.00
Payroll Expenses	4,724.12	5,563.78	-839.66
Payroll taxes	862.99	928.30	-65.31
Planning and zoning	6,570.90	6,570.84	0.06
Professional Fees	1,154.20	10,000.00	-8,845.80
Public Safety	1,666.66	1,666.70	-0.04
Rent Expense	500.00	500.00	0.00
Repairs and Maintenance	0.00	1,000.00	-1,000.00
Telephone Expense	546.95	600.00	-53.05
Training fees	125.00	200.00	-75.00
Travel Expense	81.00	200.00	-119.00
Total Expense	132,198.73	63,046.62	69,152.11
Net Ordinary Income	-124,635.44	-56,876.62	-67,758.82
Net Income	-124,635.44	-56,876.62	-67,758.82

9:10 AM

09/05/16

Accrual Basis

Town of Fairview Transactions by Account

As of August 31, 2016

Type	Date	Num	Name	Memo	Debit	Credit	Balance
American Community Bank							177,982.96
Paycheck	08/08/2016	101669	Teresa Gregorius			763.46	177,219.50
Paycheck	08/08/2016	101659	Bradley W Purser			138.53	177,080.97
Paycheck	08/08/2016	101660	Darrell H. Baucom			556.32	176,524.65
Paycheck	08/08/2016	101661	Edward D Humphries			2,071.11	174,453.54
Paycheck	08/08/2016	101662	Gary H Wilfong			138.53	174,315.01
Paycheck	08/08/2016	101663	Greg Morgan			46.18	174,268.83
Paycheck	08/08/2016	101664	Jerry C. Clontz			161.61	174,107.22
Paycheck	08/08/2016	101665	John A Biggers, Jr.			138.53	173,968.69
Paycheck	08/08/2016	101666	John H. Crowell			46.18	173,922.51
Paycheck	08/08/2016	101667	Patricia H. Kindley			46.18	173,876.33
Paycheck	08/08/2016	101668	Phillip C Thomas			184.70	173,691.63
Paycheck	08/08/2016	101670	Tony FD Helms			46.17	173,645.46
Liability Check	08/08/2016	To Print	IRS	55-0789092		1,717.40	171,928.06
Deposit	08/10/2016			Deposit	1,985.22		173,913.28
Bill Pmt -Check	08/11/2016	101671	Eagle Wood, Inc.	Fairview park		83,797.98	90,115.30
Deposit	08/15/2016			Deposit	140.04		90,255.34
Deposit	08/19/2016			Deposit	150.00		90,405.34
Deposit	08/22/2016			Deposit	770.18		91,175.52
Check	08/25/2016		Frontier Telephone	Land line		248.41	90,927.11
Total American Community Bank					3,045.44	90,101.29	90,927.11
TOTAL					3,045.44	90,101.29	90,927.11



Town of Fairview
Park Related costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
2/9/2015	Design development - initial bill	Benesch	101245	8,370.00
4/13/2015	Design development - second bill	Benesch	101268	1,335.00
5/11/2015	Design development - third bill	Benesch	101292	4,610.00
6/8/2015	Design development - fourth bill	Benesch	101321	1,010.00
6/23/2015	NC DOT driveway permit application fee	NC DOT	101329	50.00
6/23/2015	NC DENR erosion and sedimentation app fee	NC DENR	101330	260.00
7/10/2015	Construction documents - June 28, 2015	Benesch	101335	9,420.00
8/10/2015	Construction documents - July 26, 2015	Benesch	101359	2,355.00
8/27/2015	NC DENR storm water permit	NC DENR	101383	505.00
9/14/2015	Construction docs - Aug 18 and perc test	Benesch	101385	1,895.00
10/12/2015	Const docs, permitting and bidding	Benesch	101411	6,255.00
11/9/2015	Bidding on park	Benesch	101437	3,100.00
12/7/2015	Amendment #1 for turn lane design	Benesch	101488	4,900.00
3/14/2016	Construction administration	Benesch	101552	2,300.00
3/28/2016	NC DENR for revisions to plan	NC DENR	101565	150.00
4/11/2016	Construction administration	Benesch	101566	5,600.00
5/9/2016	Construction administration	Benesch	101589	2,162.00
6/13/2016	Construction administration	Benesch	101612	760.50
7/11/2016	Construction administration and Amend #2	Benesch	101631	1,163.65
8/8/2016	Amendment #2	Benesch	101650	2,005.00
8/11/2016	Initial construction - first draw	Eagle Wood	101671	83,797.98
9/12/2016	Construction administration	Benesch		2,346.84
Total incurred costs-to-date				144,350.97
Reimbursements received from PARTF November 4, 2015				18,032.50
Park Budget				
Design and construction management				65,150.00
Cost to develop park				1,215,529.00
Contingency				60,651.00
Total park costs				1,341,330.00

Town of Fairview
Pond Related Costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
3/9/2015	Foster Lake and Pond - lowering pond level	Foster Lake	101248	2,450.00
	Total for 14/15 fiscal year			2,450.00
8/10/2015	Foster Lake and Pond - pond renovation	Foster Lake	101356	22,833.59
9/14/2015	Warlick Trucking - Grading, etc on pond site	Warlick Trucking	101386	9,500.00
	Total paid-to-date on pond renovation and maintenance			34,783.59

5-Jul	7454	A-16-036	Accessory	\$50	Richard Little	6316 Little Road	08087022D
12-Jul	216	C-16-037	Comp	\$100	Francine Paluso	7703 Crooked Creek Rd	08120019H
12-Jul	1026	AA-16-038	Accessory	\$50	Bert Paneque-Fouls	623 Simpson Road	08228004A
19-Jul	5302	A-16-039	Accessory	\$50	Angle Whitley	9503 Machado	08246002M
19-Jul	1797	U-16-040	Deck	\$50	Hartsell-Anderson	409 Duck Creek Ln	8216028
19-Jul	3084	H-16-041	Home	\$50	Daniel Helms Const	310W Lawyers Road	8195008
21-Jul	909	A 16-042	Addition	\$50	Phyler	613 E. Old Dutch	08183002B
21-Jul	14476	C-16-043	Compliance	\$100	Pennacle	8013 Carriker Williams Rd	08117012D
26-Jul	1702	U-16-044	upfit	\$50	Lofton-Lewisville-Beard	116 George Watkins Trail	08255004D
Totals		9		\$550			
4-Aug	Mail	AP-16-045	pool	\$50	Edgewater-Clollins	1089 Lester Mullis Road	08249007B
25-Aug	cash	U-16-046	Upfit	\$50	Falcone Crawspace	9708 Mill Grove	8279011
31-Aug	3399	U-16-047	Upfit	\$50	Josh Pressley	422 E Highway 218	8189023

Ed Humphries

From: Burke, Neil [nburke@ci.charlotte.nc.us]
Sent: Thursday, August 18, 2016 8:48 AM
Subject: August MPO Meeting Results and Request for September 1 TCC Agenda Items

September TCC Meeting

The next TCC meeting is scheduled for Thursday, September 1 in Room 267 of the Charlotte-Mecklenburg Government Center.

If you would like to have an item placed on the agenda, the following information must be e-mailed to me no later than close of business on Wednesday, August 24:

- The name of the item as it should appear on the agenda
- A brief description of the topic
- Presenter's name
- Estimated presentation length

August 17 MPO Meeting Results

2045 Metropolitan Transportation Plan Socioeconomic Data: The MPO approved the county-level household and employment projections.

2016-2025 Transportation Improvement Program Amendments: The MPO approved amendments to add FTA 5310 and STP-DA funds to the TIP as recommended by the TCC.

Faith Church Road Extension Alignment Study: Approved the start of a public comment period to seek input on recommendations from the alignment study.

Prioritization 4.0: Approved the start of a public involvement period on a draft list of Division Needs tier points assignment.

Proposed Changes to Metropolitan Planning Regulations: The MPO approved a motion to continue the review of comments prepared by the TCC with the goal of submitting these comments by the deadline of Friday, August 26.



Neil Burke, AICP PTP | Planning Coordinator
Charlotte Regional Transportation Planning Organization
704-353-0198 | nburke@charlottenc.gov

Ed Humphries

From: Tony Helms [tfhelms6@gmail.com]
Sent: Friday, September 02, 2016 5:23 PM
To: Ed Humphries; Teresa Gregorius
Subject: August Meeting

Hi Guys,

We didn't have a quorum so we could not have a official meeting. Some of the items discussed.

1. Receiving bids on new spec building. Hopefully construction will start this fall with a estimated time of approximately 9 months to complete.
2. Activity is very slow. Only 4 active projects estimated total of 3.65 million investment.
3. After have a record breaking year last year we had very poor results this year. There was a total investment of 8 million vs goal of 60 million creating 56 jobs vs a plan of 300 jobs. The primary reason was lack of product. The county has only one building 40,000 sq ft. All the other building are very small. Most of the other counties in N.C. are experiencing the same slow results. We have lost several opportunities the last year to S.C. who is very aggressive giving incentives. The HB2 law is also hurting our State.



**Town of Fairview
Regular Meeting
August 8, 2016**

The following Council members were present: Mayor Phil Thomas, Jerry Clontz, and Gary Wilfong. (Members Bradley Purser and John Biggers were absent)

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

Agenda Changes

Mayor Thomas requested that a discussion and approval on the pay application for Eagle Wood Inc. regarding Fairview Park be added as Item #6.

Approval of Agenda

Gary Wilfong made a motion to approve the agenda as amended. Jerry Clontz seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Public Comments

Mike Semones spoke regarding excessive engine brake noise and the possibility of an ordinance concerning this.

Presentations

Andy Williams, Fairview Volunteer Fire Department's new chief introduced himself.

Kara Kindley Lemon, The Navigation Lady, Union County Healthcare gave a presentation regarding Alzheimer's Awareness day which will be on September 13, 2016.

Consent Agenda

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information

- c) Accept CRTPO Report as Information
- d) Approve Alzheimer Proclamation
- e) Approve Constitution Week Proclamation
- f) Approve Council Regular Minutes for July 11, 2016

Jerry Clontz made a motion to approve the consent agenda. Gary Wilfong seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Items of Business

Item 1: Approve Order granting Temporary Permit # TP 14-037

Ed Humphries presented the renewal of the temporary permit # TP 14-037 for six months (new permit will expire March 2017) in the name of Gregory 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.

Gary Wilfong made a motion to renew the temporary permit # TP 14-037 for six months to expire March 2017. Jerry Clontz seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Item 2: Discuss possible changes to town fee schedule

Council members reviewed the fee schedule Ed Humphries had prepared comparing fee schedules received from six Union County municipalities to Fairview's fees along with his recommended changes. Council members discussed the various fees and made their recommendations.

Gary Wilfong made a motion to split the difference between the current fee rate and the proposed fee rate with the exception of the accessory structure permit which would stay the same. Jerry Clontz seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Item 3: Union County Tax Collection for Fairview

Ed Humphries presented, as received from John C. Petoskey, Executive Director Tax Administration for Union county the 2015-2016 Settlement collected for the Town of Fairview and the Order of Collection Tax Charge for fiscal year 2016-2017.

Mayor Thomas asked if the county puts liens on properties on the town's behalf if taxes are uncollected. Mr. Humphries stated that the county does attach liens to the property.

Jerry Clontz made a motion to approve the 2015-2016 Settlement for taxes collected for the town from Union County. Gary Wilfong seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Gary Wilfong made a motion to approve the Order of Collection Tax Charge for fiscal 2016-2017. Jerry Clontz seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Item 4: Approve agreement with NCDOT

Ed Humphries presented the NCDOT agreement regarding the monies approved by the General Assembly for the park turn lane for approval and signatures.

Jerry Clontz made a motion to approve the agreement with NCDOT (Locally Administered Project State Contingency Agreement) and authorize Mayor Thomas to execute the agreement. Gary Wilfong seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Item 5: Park Report

Jerry Clontz reported that progress is being made with clearing around the parking and playground areas. The Park Committee has chosen the colors for all of the structures and amenities and the color board is available for your review.

Item 6: Discuss and approve pay application for Eagle Wood Inc.

Mayor Thomas stated that the first Application and Certificate for Payment totaling \$83,797.98 has been received from Eagle Wood Inc. As a result of the discussion during the monthly construction meeting held on July 26, 2016, deposits required by the restroom and picnic shelter vendor have been included in this application.

Gary Wilfong made a motion to approve the first Application and Certificate for Payment totaling \$83,797.98 to Eagle Wood Inc. Jerry Clontz seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Council Comments

Gary Wilfong and the Festival Committee are getting resources in place to plan the town's first festival. More details to come.

Jerry Clontz stated that the Park & Rec Committee is beginning to plan for the park grand opening. Mr. Clontz asked Mr. Wilfong if the Festival Committee would assist with the grand opening and Mr. Wilfong said they would be happy to.

Mayor Thomas stated that he received a letter from Chris Plate, Executive Director of the Monroe Union County Economic Development regarding an article about Union County that was featured in the Charlotte Business Journal.

Attorney Joe McCollum stated that this past weekend he had attended the annual municipal attorneys' conference in Asheville. It was very informative and he appreciates the town allowing him to attend each year.

Jerry Clontz made a motion to adjourn. Gary Wilfong seconded the motion. Councilmen Clontz and Wilfong voted yes (2-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2016

Appoint Members to Planning Board

Planning Board Members – Terms Expiring

Patti Freeman – Term Expires Dec. 2016 --- Does NOT wish to be reappointed

Dr. John Phifer – Term Expires Dec. 2016 --- Does NOT wish to be reappointed

Edwin Shaver (Alternate) – Term Expires Sept. 2016 --- Does NOT wish to be reappointed

Patricia Kindley – Term Expires Dec. 2016 --- Would like to be reappointed

***** Greg Morgan – Current Alternate --- Would like to be appointed to full member

Planning Board Members

Jesse Hargett (Chairman) – Term Expires Sept. 2018

John Crowell (Vice Chair) – Term Expires Oct. 2017

Nancy Horak Randall – Term Expires Sept. 2018

Tony Helms – Term Expires Sept. 2018

Greg Morgan (Alt.) – Term Expires Sept. 2018

TOWN OF FAIRVIEW

Nomination for appointment to:
(check one)

- Planning Board Park & Rec Advisory Committee
 Festival Committee Social Media Committee

Name: Douglas Buchanan Date: 8-8-2016

Home Address: 513 Heritage View, Indian Trail / Fairview

Work Address: 513 Heritage View, Indian Trail / Fairview

Home Phone: 704-753-1160 Work Phone: 704-533-2327

Email Address: Buchanan d 95@yahoo.com

Please list any government or non-profit board, committee or commission on which you currently serve: None

Please list any particular experience or education which you feel qualifies you for the position: PSE Civil Engineering - 37 years of Experience

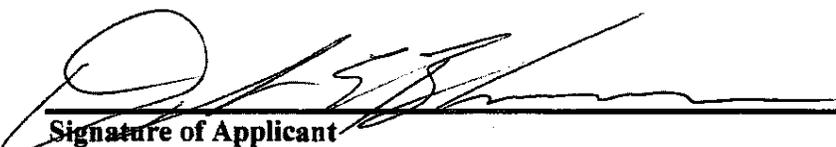
Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? Yes

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 14 years.

Please return this form to:

Town Clerk
Town of Fairview
7400 Concord Highway
Monroe NC 28110-6927



Signature of Applicant

TOWN OF FAIRVIEW

Nomination for appointment to:

Planning Board
(Board or Committee/Commission Name)

Name: Richard (Rick) Pigg Date: 8/18/2016

Home Address: 1811 Old Fish Rd, Monroe, NC 28110

Work Address: 3230 B Presson Rd, Monroe, NC 28112

Home Phone: 704-604-0930 Work Phone: 704-233-1621 Ext 111

Email Address: the.pigg.53@aol.com

Please list any government or non-profit board, committee or commission on which you currently serve: UNION County Athletic Council, Union County 4H Foundation

Please list any particular experience or education which you feel qualifies you for the position: 40+ yrs Land Mgt (SC Land Resources, USDA-Natural Resource Conservation Service, NC Div of Soil & Water)

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? YES

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 30 years.

Signature of Applicant Richard E Pigg

Please return this form to:

Town Clerk
Town of Fairview
7400 Concord Highway
Monroe NC 28110-6927

Park Report

Closed Session