

Agenda

Town of Fairview



Agenda Council Meeting **October 14, 2025 @ 6:30 pm**

Meeting will be in the Fairview Town Hall Meeting Room

Live Stream the meeting on YouTube.com, search: Town of Fairview NC - Council

- 1. Call the meeting to order: --- Mayor Wilfong**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Agenda Changes**
 - 4.A. Approval of Agenda
- 5. Approval of Consent Agenda:**
 - 5.A. Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
 - 5.B. Land Use Report---*Report Accepted as Information*
 - 5.C. Fairview Park Facility September Draft Minutes *(No September Meeting)*
 - 5.D. Planning Board September Draft Minutes *(Report Accepted as Information)*
 - 5.E. Approve Council Minutes for September 9, 2025
 - 5.F. Special Called Meeting on October 16, 2025, at 6:00 PM at Town Hall to Discuss Macon Farms

Agenda

6. Public Comments

7. Presentations: None

8. Items of Business:

8.A.

8.B.

8.C.

9. Council Comments:

10. Adjournment

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

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

Consent Agenda

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

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

SEPTEMBER 2025 PERMITS

Date	Ck#	Permit #	Type	Fee \$	Name	Address	Parcel #
9/2/2025	1127	A 25 079	Accessory	\$100	Maricela Rosales (Jesus)	7910 Surry Lane	8222085
9/2/2025	Web	Add 25080	Addition	\$100	Kevin Kennedy	604 Goose Creek Drive	8222030
9/4/2025	Web	Add 25081	Accessory	\$100	Sue and Jeff	9806 Windrow Drive	8213140
9/4/2025	web	H 25 082	Home	\$125	Amanda/Mike Maness	6930Concord Highway	08192003K
9/9/2025	cash	HO 25 083	Home	\$100	Lisa Thomas	1507 Highway 218 E	8120023
9/9/2025	Web	A 25 084	Pool	\$100	Nye Constr	7419 Tesh Road	8153016
9/11/2025	Web	Comp25085	Comp	\$100	Derrick McMarus	7909 W Duncan	08252007D
9/11/2025	Web	H 25 086	Home	\$125	Maximus Sisenko	7905 W Duncan	8255006
9/11/2025	Web	A 25 087	Accessory	\$100	Pamala Howell	9702 Heritage	8246029
9/16/2025	Web	A 25 088	Accessory	\$100	Larry McSwain	1612 East Highway218	0812000C
9/14/2025	Web	A 25 089	Pool	\$100	Nye Constr	6928 Concord	08192003Q
9/16/2025	N/A	A 25 090	Bld Floor	N/A	Town of Fairview	7400 Concord	08189031C
9/18/2025	Web	Add25091	Addition	\$100	Haley Macanas	8204 Carriker Williams	08117012D
9/26/2025	14156	A-25 092	Barn	\$100	Medlin	8022 Unionville Brief	8117002
9/23/2025	260	MS 25 093	Minor	\$275	Serge Baygulow	7302 Tesh	08153014A
9/23/2025	261	H 25 094	Home	\$100	Serge Baygulow	7302 Tesh Rd	08153014A
9/25/2025	Cash	A 25 095	Accessory	\$100	Jesus Lopez	9219 Machado Dr	08246001K
9/30/2025	cash	A 25 096	Accessory	\$100	Sercy Svinaryov	717 Clontz Long	08156022
9/30/2025	1317	A 25 097	Accessory	\$100	Tonia Jones	0815 Highway	08252001g

Totals 19 \$2,025

Town of Fairview
Balance Sheet
As of September 30, 2025

	Sep 30, 25	Sep 30, 24
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	130,498.53	992,325.15
Total Checking/Savings	130,498.53	992,325.15
Other Current Assets		
Franchise Tax Receivable	29,370.52	29,370.52
Investments		
Investments NCCMT	515,067.25	1,178.60
Total Investments	515,067.25	1,178.60
Prepaid assets	9,309.00	3,201.00
Sales Tax Receivable	9,490.46	9,490.46
Sales tax refund	1,141.36	0.00
Sales tax refund - Park grant	2,148.54	0.00
Taxes receivable	1,571.66	1,571.66
Taxes receivable - ad valorem	-833.61	-569.29
Taxes receivable - motor veh	1,350.31	1,350.31
Total Other Current Assets	568,615.49	45,593.26
Total Current Assets	699,114.02	1,037,918.41
Fixed Assets		
Accumulated Depreciation	-726,892.15	-726,892.15
Building and Improvements	1,425,017.90	1,425,017.90
Computer Equipment	8,962.00	8,962.00
Construction in Progress	42,615.27	42,615.27
Furniture and Equipment	1,698.00	1,698.00
Land	734,289.94	734,289.94
Land improvements	75,870.00	75,870.00
Park equipment	191,230.76	191,230.76
Rental House	137,436.59	137,436.59
Total Fixed Assets	1,890,228.31	1,890,228.31
TOTAL ASSETS	2,589,342.33	2,928,146.72
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	9,222.23	8,767.26
Total Accounts Payable	9,222.23	8,767.26
Other Current Liabilities		
Accrued payroll	8,104.25	7,939.35
Deferred revenue - ad valorem	1,571.66	1,571.66
Payroll Liabilities	28.93	32.10
Prepaid taxes	0.00	27.03
Security deposit - rental house	1,450.00	1,450.00
Total Other Current Liabilities	11,154.84	11,020.14
Total Current Liabilities	20,377.07	19,787.40
Long Term Liabilities		
Cumulative rent reserve	46,901.50	26,701.50
Note payable on park land	360,000.00	400,000.00
Total Long Term Liabilities	406,901.50	426,701.50
Total Liabilities	427,278.57	446,488.90
Equity		
Allocated equity rent reserve	-46,901.50	-26,701.50

Town of Fairview
Balance Sheet
As of September 30, 2025

	Sep 30, 25	Sep 30, 24
Amount to be provided for LTD	-360,000.00	-400,000.00
Equity		
Fixed assets	1,890,228.31	1,890,228.31
Total Fund Balance	1,207,568.00	1,207,568.00
Total Equity	3,097,796.31	3,097,796.31
Retained Earnings	-475,904.76	-135,068.46
Net Income	-52,926.29	-54,368.53
Total Equity	2,162,063.76	2,481,657.82
TOTAL LIABILITIES & EQUITY	2,589,342.33	2,928,146.72

Town of Fairview
Operating Actual vs Budget
Year ended 06/30/26

	<u>Operating</u>	Budget	Actual Fav to Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	26,557.92	179,000.00	-152,442.08
Alcoholic beverage		17,000.00	-17,000.00
Donation		0.00	0.00
Festival income - vendors, etc	165.00	0.00	165.00
Fund balance appropriated		36,612.00	-36,612.00
Interest on delinquent taxes	84.45		84.45
Investment income	3,782.94	17,500.00	-13,717.06
Motor vehicle taxes	4,274.91	15,000.00	-10,725.09
Rent reserve for park capital items	4,940.00	17,500.00	-12,560.00
Sales and use tax	14,999.76	60,000.00	-45,000.24
Summer camp fees	2,835.00		2,835.00
Utility Franchise taxes	29,239.48	128,250.00	-99,010.52
Zoning fees	3,500.00	15,000.00	-11,500.00
Total Income	<u>90,379.46</u>	<u>485,862.00</u>	<u>-395,482.54</u>
Expense			
Advertising and Promotion	119.40	1,000.00	880.60
Audit fees		11,400.00	11,400.00
Bank Service Charges	70.00	500.00	430.00
Capital outlay - Park		0.00	0.00
Capital outlay - Park 2		0.00	0.00
Debt repayment		54,040.00	54,040.00
Dues and Subscriptions	919.00	6,500.00	5,581.00
Elections expense		5,000.00	5,000.00
Festival expense	9,872.75	17,500.00	7,627.25
Grants	500.00	3,000.00	2,500.00
Insurance Expense	7,391.00	11,000.00	3,609.00
Internet and website	1,723.16	10,000.00	8,276.84
Legal fees	5,941.43	15,000.00	9,058.57
Miscellaneous Expense	199.95	2,000.00	1,800.05
Office expense	6,161.83	37,000.00	30,838.17
Office utilities	1,451.59	9,000.00	7,548.41
Park Maintenance	12,618.10	50,000.00	37,381.90
Park Utilities	1,519.10	8,000.00	6,480.90
Payroll Expenses	45,787.80	78,776.00	32,988.20
Payroll Taxes		13,504.00	13,504.00
Planning and zoning		60,000.00	60,000.00
Professional Fees		7,500.00	7,500.00
Rental house repairs, etc		2,500.00	2,500.00
Salaries - Park		37,742.00	37,742.00
Solid Waste Manage cost share		8,000.00	8,000.00
Tax collection fees	406.45	3,000.00	2,593.55
Telephone Expense	175.48	1,000.00	824.52

Town of Fairview
Operating Actual vs Budget
Year ended 06/30/26

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Training expense		500.00	500.00
Travel expense		0.00	0.00
Zoning administration	1,256.09	10,000.00	8,743.91
Zoning code update	5,600.00	22,400.00	16,800.00
Total Expense	<u>101,713.13</u>	<u>485,862.00</u>	384,148.87
Net Ordinary Income	-11,333.67	0.00	-11,333.67
Net Income	<u><u>-11,333.67</u></u>		

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10/08/25

Accrual Basis

Town of Fairview

Transactions by Account

As of September 30, 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
							113,384.10
First National Bank							
Deposit	08/31/2025			Interest	29.49		113,413.59
Deposit	09/01/2025			Deposit	75.00		113,488.59
Check	09/01/2025	Draft	Spectrum	To be drafted 09/18, or so		250.00	113,238.59
Deposit	09/02/2025			Deposit	100.00		113,338.59
Deposit	09/04/2025			Deposit	300.00		113,638.59
Deposit	09/08/2025			Deposit	75.00		113,713.59
Paycheck	09/09/2025	104968	Michael L. Starnes			1,472.62	112,240.97
Paycheck	09/09/2025	104970	Spencer L. Thomas			900.22	111,340.75
Paycheck	09/09/2025	104972	Teresa Gregorius			1,460.23	109,880.52
Paycheck	09/09/2025	104962	Darrell H. Baucorn			2,183.75	107,696.77
Paycheck	09/09/2025	104963	David M Link			147.76	107,549.01
Paycheck	09/09/2025	104964	Edward D Humphries			2,509.50	105,039.51
Paycheck	09/09/2025	104965	Gary H Wilfong			193.93	104,845.58
Paycheck	09/09/2025	104966	John A Biggers, Jr.			147.76	104,697.82
Paycheck	09/09/2025	104967	Kerry K Price			147.76	104,550.06
Paycheck	09/09/2025	104969	Patricia H. Kindley			147.76	104,402.30
Paycheck	09/09/2025	104971	Tania Hernandez Virgili			765.21	103,637.09
Liability Check	09/09/2025	To Print	IRS	55-0789092		4,096.38	99,540.71
Bill Pmt -Check	09/09/2025	104973	Big Dave's Inflatables LLC			1,905.10	97,635.61
Bill Pmt -Check	09/09/2025	104974	Ed Humphries	Phone reimbursement		43.87	97,591.74
Bill Pmt -Check	09/09/2025	104975	Gary Wilfong			157.23	97,434.51
Bill Pmt -Check	09/09/2025	104976	Patricia Kindley	Gift for Teresa for WC injury		106.74	97,327.77
Bill Pmt -Check	09/09/2025	104977	Taylor Stegall			200.00	97,127.77
Bill Pmt -Check	09/09/2025	5001	Alfred Benesch & Company	Supervisory for amphitheater		2,824.75	94,303.02
Bill Pmt -Check	09/09/2025	5002	Anticimex Carolinas LLC	Pest control		150.94	94,152.08
Bill Pmt -Check	09/09/2025	5003	CompuNetwork	August hosting and email		361.58	93,790.50
Bill Pmt -Check	09/09/2025	5004	Cox Law Firm, PLLC	Legal bills and expense reimburse...		2,806.43	90,984.07
Bill Pmt -Check	09/09/2025	5005	FNB Commercial Credit Card	Payment on credit card		2,690.89	88,293.18
Bill Pmt -Check	09/09/2025	5006	Lancaster News, Pageland P...	Public hearing notice		119.40	88,173.78
Bill Pmt -Check	09/09/2025	5007	N Focus	code enforcement for July		704.27	87,469.51
Bill Pmt -Check	09/09/2025	5008	Swank Motion Pictures Inc	Widescreen DVD		380.00	87,089.51
Bill Pmt -Check	09/09/2025	5009	Taylor's Landscaping Servic...	Monthly lawn maintenance		3,858.33	83,231.18
Check	09/09/2025	104978	Signs Now	advertising		42.70	83,188.48
Deposit	09/09/2025		Waste Management	Deposit	75.00		83,263.48
Check	09/09/2025	Draft	NC Dept of Revenue	Garbage		118.79	83,144.69
Liability Check	09/10/2025	To Print		600391020		366.00	82,778.69
Deposit	09/10/2025			Deposit	125.00		82,903.69
Check	09/11/2025	104979	Union County Register of De...	Pamela Rowell		26.00	82,877.69
Bill Pmt -Check	09/11/2025	5010	NC Association of Municipal...	Municipal Clerks		90.00	82,787.69
Deposit	09/11/2025			Deposit	425.00		83,212.69
Deposit	09/12/2025			Deposit	0.00		83,212.69
Check	09/12/2025	Bill pay	Travelers	24-25 WC audit		93.00	83,119.69
Deposit	09/14/2025			Deposit	100.00		83,219.69
Deposit	09/15/2025			Deposit	5,111.79		88,331.48
Deposit	09/15/2025			Deposit	29,239.48		117,570.96
Deposit	09/15/2025			Deposit	10,604.21		128,175.17
Deposit	09/16/2025			Deposit	200.00		128,375.17
Deposit	09/16/2025			Deposit	100.00		128,475.17
Check	09/17/2025	Draft	Duke Energy	Park		398.29	128,076.88
Deposit	09/18/2025			Deposit	1,305.00		129,381.88
Deposit	09/18/2025			Deposit	150.00		129,531.88
Check	09/18/2025	Draft	Duke Energy	Office utilities		333.13	129,198.75
Deposit	09/20/2025			Deposit	50.00		129,248.75
Deposit	09/29/2025			Deposit	1,291.50		130,540.25
Check	09/30/2025			Service Charge		70.00	130,470.25
Deposit	09/30/2025			Interest	28.28		130,498.53
Total First National Bank					49,384.75	32,270.32	130,498.53
TOTAL					49,384.75	32,270.32	130,498.53

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10/08/25

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2025 through June 2026

Type	Date	Num	Name	Memo	Clr	Debit	Credit	Balance
Festival expense								
Bill	07/13/2025	07132025	Gayle Brock	Food for Music in the Park band		18.95		18.95
Bill	08/01/2025	4760	FNB Commercia...	Credit card payment		126.00		144.95
Bill	08/06/2025	BO 2535794	Swank Motion Pi...	Widescreen DVD		380.00		524.95
Check	08/13/2025	104958	Mandi Maione	Summer camp instruction		7,400.00		7,924.95
Bill	08/25/2025	51358101	Big Dave's Inflat...	Rental of inflatables		1,350.00		9,274.95
Bill	09/06/2025	52017375	Big Dave's Inflat...	Rental for 09/06/25		555.10		9,830.05
Check	09/09/2025	104978	Signs Now	advertising		42.70		9,872.75
						9,872.75	0.00	9,872.75
Total Festival expense						9,872.75	0.00	9,872.75
TOTAL						<u>9,872.75</u>	<u>0.00</u>	<u>9,872.75</u>

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Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2025 through June 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Office expense							
Bill	07/07/2025	07072025	Taylor Stegall	Cleaning	100.00		100.00
Check	07/08/2025	Draft	Waste Management	Garbage pick up	118.79		218.79
Bill	07/22/2025	07222025	Gary Wilfong	Vacuum cleaner for office	203.75		422.54
Bill	08/01/2025	4760	FNB Commercial C...	Credit card payment	303.09		725.63
Bill	08/05/2025	08052025	Taylor Stegall	Cleaning	100.00		825.63
Bill	08/06/2025	1824	Taylor's Landscapi...	-MULTIPLE-	1,425.00		2,250.63
Check	08/06/2025	Draft	Waste Management		118.79		2,369.42
Bill	08/12/2025	25259	Brown Creek Grap...	Signage for utility building	647.35		3,016.77
Bill	08/19/2025	08192025	Taylor Stegall	Cleaning	100.00		3,116.77
Bill	08/19/2025	4135454	Anticimex Carolina...	Pest control	150.94		3,267.71
Bill	09/02/2025	1841	Taylor's Landscapi...	Monthly lawn maintenance	925.00		4,192.71
Bill	09/02/2025	09022025	Taylor Stegall	cleaning	100.00		4,292.71
Bill	09/09/2025	09092025	Gary Wilfong	Fairview open house (meeting)	64.02		4,356.73
Bill	09/09/2025	4760	FNB Commercial C...	Amazon prime	16.00		4,372.73
Check	09/09/2025	Draft	Waste Management	Garbage	118.79		4,491.52
Check	09/11/2025	104979	Union County Regi...	Pamela Rowell	26.00		4,517.52
Bill	09/15/2025	09152025	Taylor Stegall	Cleaning	100.00		4,617.52
Bill	09/16/2025	PR30732	Love Plumbing and...	Office repairs	219.31		4,836.83
Bill	09/30/2025	09302025	Taylor Stegall	Cleaning	100.00		4,936.83
Bill	10/02/2025	1845	Taylor's Landscapi...	Mowing	1,225.00		6,161.83
Total Office expense					6,161.83	0.00	6,161.83
TOTAL					6,161.83	0.00	6,161.83

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Accrual Basis

Town of Fairview
Transaction Detail By Account

July 2025 through June 2026

Type	Date	Num	Name	Memo	Class	Clr	Debit	Credit	Balance
Park Maintenance									
Bill	08/01/2025	4760	FNB Commercial Cr...	Credit card payment			1,143.22		1,143.22
Bill	08/06/2025	1824	Taylor's Landscapin...	Mowing office and park			2,933.33		4,076.55
Bill	09/02/2025	1841	Taylor's Landscapin...	Monthly lawn maintenance			2,933.33		7,009.88
Bill	09/09/2025	4760	FNB Commercial Cr...	Payment on credit card			2,674.89		9,684.77
Bill	10/02/2025	1845	Taylor's Landscapin...	Mowing			2,933.33		12,618.10
Total Park Maintenance							12,618.10	0.00	12,618.10
TOTAL							12,618.10	0.00	12,618.10

Town of Fairview
Park Budget versus Actual
Grant 10441 - No expiration date
6/30/2026

	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>
Income:			
Grant from SCIF	250,000.00	250,000.00	-
Interest income on Grant funds		3,270.43	3,270.43
Sales tax refund		1,316.03	1,316.03
Total income	250,000.00	254,586.46	4,586.46
Expenditures:			
Design and estimate	35,000.00	36,376.12	(1,376.12)
Walking trail	30,000.00	15,825.00	14,175.00
Other construction	185,000.00	131,967.46	
Install lights around pond		19,562.80	
Install receptacles around pond		26,000.00	
Tree removal		16,500.00	
Total expenditures	250,000.00	246,231.38	3,768.62

Town of Fairview
Park Budget versus Actual
Grant 10442 Expires 06/30/2026
6/30/2026

	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>
Income:			
Grant from OSMB	250,000.00	250,000.00	-
Interest income on Grant Funds		1,010.59	1,010.59
Sales tax refund		1,356.75	1,356.75
Total income	250,000.00	252,367.34	2,367.34
Expenditures:			
Site plan for stage area	30,000.00	36,293.53	(6,293.53)
Stage and site improvements	114,000.00	132,211.61	(18,211.61)
RTV for maintenance	22,000.00	21,456.75	543.25
Utility building for Park	32,000.00	30,000.00	2,000.00
Parking improvements for Town Hall	37,000.00	16,863.00	20,137.00
Install HVAC unit at Town Hall	15,000.00	15,542.45	(542.45)
Total expenditures	250,000.00	252,367.34	(2,367.34)

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10/08/25

Accrual Basis

Town of Fairview Transaction Detail By Account

July 2021 through June 2026

Type	Date	Num	Adj	Name	Memo	Class	Clr	Debit	Credit	Balance
Capital Outlay - SCIF, Park										
Bill	06/24/2022	215667		Alfred Benesch & ...	Project 17000514.00	Park		8,123.05		8,123.05
Bill	07/22/2022	218141		Alfred Benesch & ...	Master Plan Update for Pa...	Park		4,839.25		12,962.30
Bill	08/19/2022	220959		Alfred Benesch & ...	Master plan update	Park		644.00		13,606.30
Bill	08/23/2022	08232...		Patricia Kindley...	Reimburse for open house...	Park		45.00		13,651.30
Bill	09/15/2022	223239		Alfred Benesch & ...	Master Plan update	Park		4,275.00		17,926.30
Bill	10/14/2022	226566		Alfred Benesch & ...	Master plan update	Park		2,198.13		20,124.43
Bill	11/10/2022	228291		Alfred Benesch & ...		Park		3,662.00		23,786.43
Bill	12/09/2022	231524		Alfred Benesch & ...	Update Master Plan	Park		1,764.00		25,550.43
Bill	01/06/2023	233349		Alfred Benesch & ...	Master Plan update	Park		2,608.75		28,159.18
Bill	02/05/2023	236334		Alfred Benesch & ...	Master plan update and R...	Park		2,254.00		30,413.18
Bill	03/03/2023	238866		Alfred Benesch & ...	RTP Grant assistance	Park		2,535.09		32,948.27
Bill	03/08/2023	N480...		Duke Energy...	1316 03 sales tax	Park		19,562.80		52,511.07
Bill	03/29/2023	240819		Alfred Benesch & ...	RTP assistance	Park		552.00		53,063.07
General Journal	06/30/2023				Record sales tax refund for...	Park			1,316.03	51,747.04
Bill	08/09/2023	6254-...		Hinson Electric Inc.	Receptacles around pond ...	Park		26,000.00		77,747.04
Bill	09/12/2023	7553		Samson Tree LLC	Tree removal at Park	Park		16,500.00		94,247.04
Bill	10/06/2023	419		T&J Land Mainten...	Mulch out Walking trail	Park		8,000.00		102,247.04
Check	02/13/2024	104389		Across Town Dum...	Clear out debris from Park	Park		5,825.00		108,072.04
Bill	04/07/2024	518		T&J Land Mainten...	Weedcat and remove trees	Park		2,000.00		110,072.04
Bill	06/25/2025	1		Rushing Contractin...	1st installment of Amphithe...	Park		81,672.84		191,744.88
Bill	07/16/2025	327672		Alfred Benesch & ...	Amphitheater admin	Park		2,268.75		194,013.63
Bill	07/24/2025	2		Rushing Contractin...	2nd installment of Amphith...	Park		14,655.65		208,669.28
Bill	08/14/2025	3		Rushing Contractin...	Final payment on amphith...	Park		11,200.22		219,869.50
Bill	08/14/2025	331116		Alfred Benesch & ...	Supervisory for amphitheater	Park		2,824.75		222,694.25
Bill	09/12/2025	335832		Alfred Benesch & ...	Expense reimbursement	Park		51.10		222,745.35
Bill	10/03/2025	9462		Concrete Construct...	Concrete floor for storage ...	Park		22,170.00		244,915.35
Total Capital Outlay - SCIF, Park								246,231.38	1,316.03	244,915.35
TOTAL								246,231.38	1,316.03	244,915.35



**Town of Fairview
Planning Board Meeting
September 16, 2025**

1. Roll Call and Determination of Quorum --- Chairman Buchanan

The following Planning Board members were present: Chrisie Black, Doug Buchanan, Sharon Clontz, Josh Presley, Fred Rogers, Bill Thomas, Alex Karakosta (Alt.), and Rodney Stephens (Alt.). Absent: Mike Medlin

Others present: Ed Humphries, Land Use Administrator/Deputy Clerk; Teresa Gregorius, Town Clerk and Spencer Cox, Administrative Assistant

2. Approval of Minutes:

Fred Rogers made a motion to approve May 20, 2025, minutes. Ron Stephens seconded the motion. Board members Black, Buchanan, Clontz, Presley, Rogers, Thomas, and Stephens (Alt) voted yes (7-0).

3. Items of Business:

- 3.A. Michael Harvey, Vice President of NFocus and Community Planner – Present procedures for updating the town's Unified Development Ordinance (UDO)

Ed Humphries provided an introduction, explaining that the Town Council had included funding in this year's budget to update the town's 20–25-year-old ordinance. They had hired NFocus to assist with this process, and Michael Harvey would be guiding the Planning Board through the update process.

Michael Harvey introduced himself and explained that the process would be somewhat fun, though there would likely be limitations due to state law requirements. He outlined the goal of the ordinance update, which was primarily to ensure consistency with state law. He noted that NFocus was also working with the town to update the comprehensive land use plan, which serves as the blueprint for community growth, while the land development ordinance is the implementation tool for that plan.

Harvey presented the current future land use map, explaining that it shows the town's vision for development, with most of the community designated as residential with

specific areas identified for commercial development. He emphasized that the zoning ordinance must implement the comprehensive plan.

Harvey explained the project timeline:

- Planning Board members would receive chapters of the updated code
- He would present each chapter at a Planning Board meeting
- Members would then have 30 days to review and provide comments
- The comprehensive plan would follow a similar process
- After reviewing all chapters, the full ordinance would be presented for recommendation

Harvey emphasized that NFocus was not dictating how the town should look or grow, but rather providing a framework consistent with state law while incorporating the town's vision. He noted there would be areas where state law left little flexibility. Harvey then presented the first three articles of the draft ordinance:

Article 1 - Purpose and Authority:

- Consolidates scattered elements of the current ordinance into one section
- Establishes the ordinance's enactment and repeal of existing regulations
- Clarifies the relationship to the comprehensive plan
- Defines jurisdiction (noting the town doesn't have ETJ)
- Addresses bona fide farm regulations
- Expands authority sections to reference all applicable state laws
- Updates flood damage prevention requirements to match FEMA standards
- Addresses conflict with other laws and severability
- Provides rules for ordinance interpretation
- Includes provisions for state of emergency situations

Article 2 - Administration and Boards:

- Consolidates administrative functions and board functions
- Defines town council, planning board, and board of adjustment authorities
- Updates conflict of interest requirements
- Clarifies oath requirements for staff and board members
- Defines administrator roles for planning, zoning, subdivision, floodplain, and watershed
- Explains the technical review committee concept
- Establishes rules for meetings and hearings\

Article 3 - Permits and Procedures:

- Consolidates all permit standards into one document
- Creates a table showing who reviews and approves different applications
- Updates application filing procedures
- Addresses timely processing of applications
- Includes pre-application conference options
- Defines application completeness standards

- Includes neighborhood meeting provisions
- Incorporates permit choice and ordinance choice rules
- Provides detailed procedures for each permit type

Harvey addressed several questions from board members:

- Explained the recent changes to conflict of interest requirements
- Clarified standing requirements for board of adjustment hearings
- Discussed the challenge of "down zoning" properties under state law
- Addressed concerns about state-imposed application processing timeframes
- Explained watershed versus floodplain regulations
- Discussed potential new state legislation that might impact local zoning authority

Harvey concluded by explaining that next month they would review Article 4 (Districts) and begin discussing the comprehensive plan update, including survey results and demographic data. He noted that 68 community surveys had been returned so far. He also mentioned that NFokus provides a two-year warranty period after ordinance adoption to address any issues that arise.

4. Public Comments: NONE

5. Adjournment

Fred Rogers made a motion to adjourn the meeting. Ron Stephens seconded the motion. Board members Black, Buchanan, Clontz, Presley, Rogers, Thomas, and Stephens (Alt) voted yes (7-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Doug Buchanan
Chairman

Approved this _____ day of _____ 2025

Town of Fairview



**Town of Fairview
Regular Council Meeting
September 9, 2025 @ 6:30 pm**

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

The following Council members were present: Mayor Gary Wilfong, John Biggers, Patricia Kindley, and Kerry Price. Absent: David Link

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

2. Invocation

3. Pledge of Allegiance

4. Agenda Changes/Approval of Agenda

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

5. Approval of Consent Agenda:

- 5.A. Financial and Tax Reports--- *Report Accepted as Information*
- 5.B. Land Use Report---*Report Accepted as Information*
- 5.C. Fairview Park Facility August Draft Minutes (*No August Meeting*)
- 5.D. Planning Board August Draft Minutes (*No August Meeting*)
- 5.E. Approve Council Special Meeting Minutes for August 5, 2025
- 5.F. Approve Council Minutes for August 12, 2025

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

6. Public Comments: None

7. Presentations: None

8. Items of Business:

8.A. Discuss Non-Conforming #NC 25 070

Ed Humphries presented the Non-Conforming #NC 25 070 request from Pamala M. Rowell to enlarge Barn on her property at 9702 Heritage Lane, Parcel # 08246029 before Fairview was established. He explained that the barn was built in the front yard of her property, which made it nonconforming to current standards. Ms. Rowell was requesting to enlarge it, which required council approval through a quasi-judicial hearing.

Mayor Opened Public Hearing

Public Comments:

Don Donohue of 9715 Heritage Lane, spoke in favor of request

Mayor Closed Public Hearing

Finding of Fact:

1. John Biggers made a motion that the proposed special use will not materially endanger public health or safety because the changes are in line with the present surroundings. Patricia Kindley seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).
2. Patricia Kindley made a motion that the proposed special use will not substantially injure the value of adjoining or abutting property because the changes are an upgrade. Kerry Price seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).
3. Kerry Price made a motion that the proposed special use will be in harmony with the area in which it is to be located because the changes proposed are consistent with the surrounding properties. Kerry Price seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).
4. John Biggers made a motion that the proposed special use will be in general conformity with the land use plan, thoroughfare plan, or other plan because this is an addition to an existing structure and an already existing structure. Patricia Kindley seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).

Approval of Request:

John Biggers made a motion to approve the Non-Conforming #NC 25 070 request from Pamala M. Rowell to enlarge barn on her property at 9702 Heritage Lane, Parcel # 08246029. The proposed zoning amendment under consideration is found to be reasonable and consistent with the recommendations of the Town's adopted

Comprehensive Plan, the Town of Fairview Land Use Plan (Revised March 9, 2021), and the Town of Fairview Land Use Ordinance (effective July 1, 2005). Patricia Kindley seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).

8.B. Re-appoint Planning Board Members

Teresa Gregorius explained that two Planning Board members' terms would expire in October: Sharon Clontz (regular member) and Rodney Stevens (alternate). Both had agreed to remain on the board, with new terms expiring in October 2028.

Patricia Kindley made a motion to approve the re-appointment of Sharon Clontz and Rodney Stephens (Alt.) to the Planning Board with terms to expire October 2028. Kerry Price seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).

9. Council Comments:

Ed Humphries shared three items:

- He announced a meeting regarding the Macon property, tentatively scheduled for October 16th to discuss the 9/24/24 letter sent to Mr. Macon and develop a new strategy.
- Mr. Humphries discussed the paving of the floor at the new building. He explained that after further investigation with the mayor, they determined they didn't have all the information needed for accurate bidding. After re-bidding the project with clearer specifications, they received four bids and recommended a contractor whose work they had observed at Robb Price's property. The recommended bid would cost approximately \$1,200 more than previously approved. The total cost would be \$22,170 plus \$1,400 for the water tap.

John Biggers made a motion to approve an additional \$1,200 for the floor for the park building. Kerry Price seconded the motion. Council members Biggers, Kindley, and Price voted yes (3-0).

- Mr. Humphries mentioned that the planning board would begin reviewing and updating the town ordinance next week. He explained that council members could either review the documents as the process proceeded or wait until the end to review the final recommendations. He noted he would send the documents to council members for their review. He highlighted specific concerns being addressed in the ordinance update, including issues with home-based businesses with commercial vehicles, livestock in residential areas, and ensuring the table of uses remains current. Mr. Humphries shared an example of enforcement challenges with a resident who had free-range chickens causing problems for neighbors.

Mr. Humphries briefly mentioned a letter from the state regarding new FEMA maps and a 90-day comment period, which might affect the Macon property issue.

Spencer Cox stated that the Movie Night at the Park was a success despite weather problems earlier in the afternoon. She announced upcoming events: a yard sale on September 27th and the fall festival on October 4th.

Mayor Wilfong thanked Spencer for organizing events that bring positive attention to the park and town.

10. Adjournment

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

Respectfully submitted,

Teresa Gregorius
Town Clerk

Gary Wilfong
Mayor

Approved this _____ day of _____, 2025