

Agenda

Town of Fairview



Agenda

Town Council Meeting

January 8, 2018

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:**

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) CRTPO --- *No Report*
- d) Meeting dates for 2018 and days town office closed
- e) Approve Council Minutes for December 11, 2017

4. Items of Business:

Item 1: Discuss and approve Park Events and Festivals for 2018

Agenda

Item 2: Declare certain town equipment surplus and authorize Town Clerk to dispose of said equipment ---- *Ed Humphries*
(see attached list)

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.

9:47 AM
01/01/18
Accrual Basis

Town of Fairview
Balance Sheet
As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
American Community Bank	470,848.77
Total Checking/Savings	470,848.77
Other Current Assets	
Accounts Receivable - State Gov	897.83
Due From Fairview VFD	-20.00
Franchise Tax Receivable	34,697.37
Investments	
Investments NCCMT	974.58
Total Investments	974.58
Prepaid assets	1,124.00
Sales Tax Receivable	4,083.70
Taxes receivable	2,350.94
Total Other Current Assets	44,108.42
Total Current Assets	514,957.19
Fixed Assets	
Accumulated Depreciation	-9,717.68
Computer Equipment	12,643.66
Furniture and Equipment	1,698.00
Land	202,216.33
Land improvements	10,145.00
Leasehold improvements	2,500.00
Total Fixed Assets	219,485.31
Other Assets	
Park development costs	56,201.15
Total Other Assets	56,201.15
TOTAL ASSETS	790,643.65
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	14,347.43
Total Accounts Payable	14,347.43
Other Current Liabilities	
Accrued payroll	3,533.01
Payroll Liabilities	2,826.16
Total Other Current Liabilities	6,359.17
Total Current Liabilities	20,706.60
Total Liabilities	20,706.60
Equity	
Equity	
Fixed assets	276,948.81
Total Fund Balance	1,359,212.89
Total Equity	1,636,161.70

9:53 AM

01/01/18

Accrual Basis

Town of Fairview
Profit & Loss Budget vs. Actual
July 2017 through June 2018

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Ad Valorem taxes	39,621.93	73,000.00	-33,378.07	54.3%
Cable TV franchise taxes	1,777.42	0.00	1,777.42	100.0%
Interest on delinquent taxes	158.64			
Investment income	874.54	0.00	874.54	100.0%
Motor vehicle taxes	4,695.06	8,800.00	-4,104.94	53.4%
Park rental income	1,325.00			
Sales and use tax	12,924.13	25,500.00	-12,575.87	50.7%
Utility Franchise taxes	72,681.32	142,000.00	-69,318.68	51.2%
Zoning fees	3,395.00	6,000.00	-2,605.00	56.6%
Total Income	137,453.04	255,300.00	-117,846.96	53.8%
Expense				
Advertising and Promotion	0.00	1,200.00	-1,200.00	0.0%
Audit fees	0.00	7,500.00	-7,500.00	0.0%
Capital outlay	10,691.00	0.00	10,691.00	100.0%
Computer, internet and website	4,899.50	8,250.00	-3,350.50	59.4%
Dues and Subscriptions	5,302.09	5,450.00	-147.91	97.3%
Elections expense	3,020.03	3,000.00	20.03	100.7%
Festival expense	6,751.04	10,000.00	-3,248.96	67.5%
Fire Dept Allocation	5,833.31	10,000.00	-4,166.69	58.3%
Fire Dept Truck Payment	39,426.93	52,569.24	-13,142.31	75.0%
Grants	2,500.00	0.00	2,500.00	100.0%
Insurance Expense	3,589.53	4,900.00	-1,310.47	73.3%
Legal fees	3,736.98	7,200.00	-3,463.02	51.9%
Miscellaneous Expense	15.66	0.00	15.66	100.0%
Office Supplies	1,164.76	3,000.00	-1,835.24	38.8%
Park Maintenance	14,326.67	36,755.04	-22,428.37	39.0%
Park Utilities	1,079.02	3,817.92	-2,738.90	28.3%
Payroll Expenses	22,566.70	34,219.80	-11,653.10	65.9%
Payroll taxes	3,351.71	5,762.04	-2,410.33	58.2%
Planning and zoning	20,550.48	41,100.96	-20,550.48	50.0%
Professional Fees	1,500.00	2,000.00	-500.00	75.0%
Rent Expense	1,750.00	3,000.00	-1,250.00	58.3%
Repairs and Maintenance	1,270.37	1,000.00	270.37	127.0%
Solid Waste Manage cost share	0.00	8,000.00	-8,000.00	0.0%
Tax collection fees	720.50	1,275.00	-554.50	56.5%
Telephone Expense	1,587.39	3,600.00	-2,012.61	44.1%
Training fees	225.00	500.00	-275.00	45.0%
Travel Expense	168.63	1,200.00	-1,031.37	14.1%
Total Expense	156,027.30	255,300.00	-99,272.70	61.1%
Net Ordinary Income	-18,574.26	0.00	-18,574.26	100.0%
Net Income	-18,574.26	0.00	-18,574.26	100.0%

9:53 AM

01/01/18

Accrual Basis

Town of Fairview Transactions by Account

As of December 31, 2017

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
American Community Bank								
Deposit	12/04/2017				Deposit	720.30		420,008.27
Bill Pmt -Check	12/08/2017	102081		BB Haigler	Trash cans for park		76.82	420,728.57
Bill Pmt -Check	12/08/2017	102082		Brian C. Austin	Electcnal supplies	0.00		420,651.75
Bill Pmt -Check	12/08/2017	102083		City Electric Supply	Christmas tree and park picnic lights		224.08	420,427.67
Bill Pmt -Check	12/08/2017	102084		Clark, Griffin and Mc...	December retainer		350.00	420,077.67
Bill Pmt -Check	12/08/2017	102085		CompuNetwork	Hosting services		260.00	419,817.67
Bill Pmt -Check	12/08/2017	102086		Darrell H. Baucom	Travel and internet		69.09	419,748.58
Bill Pmt -Check	12/08/2017	102087		Ed Humphries	Office reimbursement		174.55	419,574.03
Bill Pmt -Check	12/08/2017	102088		Fairview VFD and R...			1,083.33	418,490.70
Bill Pmt -Check	12/08/2017	102089		FNB Commercial Cr...	Credit card charges		641.72	417,848.98
Bill Pmt -Check	12/08/2017	102090		Graham Golf Carts, ...	Golf carts for Fall Festival		225.00	417,623.98
Bill Pmt -Check	12/08/2017	102091		Great American Fin...	Copier charges		234.03	417,389.95
Bill Pmt -Check	12/08/2017	102092		Piedmont Signs	Winter festival and parking signs		298.90	417,091.05
Bill Pmt -Check	12/08/2017	102093		RCS, Inc.	Restroom rental for Fall Festival		600.00	416,491.05
Bill Pmt -Check	12/08/2017	102094		Refined Outdoors	Landscape maintenance		1,318.00	415,173.05
Bill Pmt -Check	12/08/2017	102095		RLI Surety Bond	Public Official Name Sch Bond		200.00	414,973.05
Bill Pmt -Check	12/08/2017	102096		UNC School of Govt	Patricia Kindley training		225.00	414,748.05
Bill Pmt -Check	12/08/2017	102097		Union County Public...	water for park		50.93	414,697.12
Bill Pmt -Check	12/08/2017	102098		Gary Wilfong	Festival expense reimbursement		250.72	414,446.40
Deposit	12/11/2017				Deposit	0.00		414,446.40
Paycheck	12/11/2017	102099		Darrell H. Baucom			608.96	413,837.44
Paycheck	12/11/2017	102103		Jerry C. Clontz			843.93	412,993.51
Paycheck	12/11/2017	102106		Patricia H. Kindley			138.52	412,854.99
Paycheck	12/11/2017	102100		Doug Buchanan			46.17	412,808.82
Paycheck	12/11/2017	102101		Edward D Humphries			2,097.05	410,711.77
Paycheck	12/11/2017	102102		Gary H Wilfong			138.53	410,573.24
Paycheck	12/11/2017	102104		John A Biggers, Jr			138.53	410,434.71
Paycheck	12/11/2017	102105		John H. Crowell			46.17	410,388.54
Paycheck	12/11/2017	102107		Philip C. Thomas			184.70	410,203.84
Paycheck	12/11/2017	102108		Richard E Pigg			46.17	410,157.67
Paycheck	12/11/2017	102109		Sara Furr			46.18	410,111.49
Paycheck	12/11/2017	102110		Tony FD Helms			46.17	410,065.32
Paycheck	12/11/2017	102111		Teresa Gregorius			1,180.79	408,884.53
Check	12/11/2017	102112		Union County Cham...	annual dues		328.00	408,556.53
Deposit	12/15/2017				Deposit	22,014.75		430,571.28
Deposit	12/15/2017				Deposit	0.75		430,572.03
Deposit	12/15/2017				Deposit	38,867.48		469,439.51
Deposit	12/15/2017				Deposit	2,211.14		471,650.65
Check	12/16/2017	102113		Dennis Rushing	Santa Claus for Festival		65.00	471,585.65
Check	12/16/2017	102114		Theresa Donaldson	Festival items		268.23	471,317.42
Check	12/16/2017	102115		Lisa Thomas	Festival items		475.80	470,841.62
Bill Pmt -Check	12/19/2017	102116		City Electric Supply	Brian Austin bill		603.64	470,237.98
Check	12/19/2017	draft		Verizon Wireless	Ed's cell phone		68.36	470,169.62
Deposit	12/20/2017				Deposit	250.00		470,419.62
Deposit	12/22/2017				Deposit	580.80		471,000.42
Check	12/27/2017	Draft		Duke Energy	Power for park		205.23	470,795.19
Check	12/28/2017	Draft		Frontier Telephone	land line		196.87	470,598.32
Deposit	12/29/2017				Deposit	125.00		470,723.32
Deposit	12/31/2017				Interest	125.45		470,848.77
Total American Community Bank						64,895.67	14,055.17	470,848.77
TOTAL						64,895.67	14,055.17	470,848.77

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Oct. 31	1069	H-17-079	Home	\$125	Max Solodiyankin	9507 Machado Drive	08246002A
Oct.31	1075	Add-17-080	Addition	\$50	Kay Simmons	8319 Barry Mullis Road	8219003

Totals	11			0	\$870.00		
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Nov. 1	Cash	Comp 17-081	Compliance	\$100	Taylor Clontz	9224 Concord Highway	0818003D
Nov. 1	4480	H 17-082	Home	\$75	Thomas Botts	9515 Kerr Rd	8293002
21-Nov	13526	Comp 17-083	Compliance	\$100	Hinson-Paragon	1209 Hwy 218W	82220004

Totals	3			\$275			
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5-Dec	N/A (CUP)	H 17-084	Home	N/A(CUP)	Moss Southflair Homes	9606 Mill grove Road	08282019H
12-Dec	1652	A-17-085	Addition	\$50	Foxworx --Matt Finfrey	523 Clontz Long	08192009K
12-Dec	11631	C 17-086	Compl	\$100	Triple T	707 West Brief Road	08213005E
Dec. 14	1093	Add 17-087	Addition	\$50	Kay Simmons	8319 Berry Mullis Road	8219003
Dec. 19	1042	A-17-088	Accessory	\$50	Wm Botkin	9620 Heritage Lane	8213010
Dec. 19	1041	A-17-89	Accessory	\$50	Wm Botkin	9620 Heritage Lane	8213010
21-Dec	2693	H-17-090	Home	\$75	Rushing Contruction	8311 Ferguson Farms Lane	08117010B

Totals	7			\$375			
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2017

Total Permits	92*	*two numbered differently	Increase over 2016	39%
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Total permit money collected	\$7,395	Increase over 2016	64%
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❖ Meeting Dates for the Town Of Fairview --- 2018

- ❖ The second Monday night of each month
All meetings start at 7pm

January 8th 2016----Monday

February 12th 2016----Monday

March 12th 2016 ----Monday

April 9th 2016----Monday

May 14th 2016-----Monday

June 11th 2016----Monday

July 9th 2016 ----Monday

August 13th 2016----Monday

September 10th 2016 --Monday

October 8th 2016----Monday

November 12th 2016----Monday

December 10th 2016----Monday

Office will be closed on Thanksgiving day and Christmas day



**Town of Fairview
Regular Meeting
December 11, 2018**

The following Council members were present: Mayor Phil Thomas, Jerry Clontz, Bradley Purser, and Patricia Kindley

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

Agenda Changes

None

Approval of Agenda

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

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) Accept Monroe/Union County Economic Development Committee Report as Information
- e) Approve Council Regular Minutes for November 13, 2017

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

Current Council Comments

Bradley Purser expressed his appreciation to the citizens of Fairview for allowing him to serve. He congratulated Jerry Clontz on his re-election and also congratulated Patricia Kindley stating that he could not think of a better person to fill his seat.

Jerry Clontz stated that he had enjoyed serving on the Council with Mr. Purser.

Mayor Thomas read a Resolution of Appreciation from the Town of Fairview and presented a plaque to Bradley Purser thanking him for his years of service as a councilman.

INTERMISSION

Oath of Office was given to newly elected Councilwoman Patricia Kindley by Judge Hunt Gwyn.

Oath of Office was given to re-elected Councilman Jerry Clontz by Mayor Phil Thomas.

Items of Business

Item 1: Appoint Mayor Pro Tem

Patricia Kindley nominated Jerry Clontz for Mayor Pro Tem. Jerry Clontz seconded the nomination. Council members Clontz and Kindley voted yes (2-0). The Oath of Office was given to Mayor Pro Tem Jerry Clontz by Mayor Phil Thomas.

Item 2: Appoint 2 members to Planning and Zoning Board

Mayor Thomas reported that regular board member John Crowell's term is up and he has decided not to request re-appointment and Jesse Hargett has resigned from the board for health reasons. Douglas Buchanan (currently an alternate on the Planning Board) requested appointment to a full member. Council discussed the application received from Mike Medlin.

Jerry Clontz made a motion to appoint Mike Medlin to replace John Crowell with term to expire December 2020 and Doug Buchanan to replace Jesse Hargett with term to expire September 2018. Patricia Kindley seconded the motion. Council members Clontz and Kindley voted yes (2-0).

Mayor Thomas noted that there are still two opening on the Planning Board, one for a regular member and one alternate. Anyone living in the Town of Fairview that would like to be considered for the Planning Board can go to the town website and download the application form.

Item 3: Approve contract with NFocus to facilitate the 2018 retreat and to set the date for February 24, 2018

The Council discussed the contract. Jerry Clontz made a motion to approve the contract with NFocus to facilitate the 2018 retreat for \$1,500 and set February 24, 2018 as the date for the retreat. Patricia Kindley seconded the motion. Council members Clontz and Kindley voted yes (2-0).

Item 4: Park Update

- Jerry Clontz reported the following items were discussed at the December Park & Rec meeting:
- A bid had been received for construction of another picnic shelter at the park. The bid was approximately \$15,000. Mr. Clontz is hoping to receive a second bid in the next few days.
- A date of April 29, 2018 has been set for an anniversary event at the park
- A work day at the park has been set for April 14, 2018
- Possibility of purchasing concrete tables, painting checkerboards on them and placing in various areas of the park
- Possibility of purchasing several porch swings and placing them around the pond area
- CTX came to the park and made some of the repairs on the restrooms and will return to finalize repairs when parts are available

Council Comments

Patricia Kindley expressed her appreciation to Bradley Purser for his service to the Town and will do her best to serve the people of Fairview.

Jerry Clontz welcomed Patricia to the Council.

Mayor Thomas welcomed Patricia to the Council and stated he looked forward to working with her.

Mayor Thomas stated that the Town had received a letter from the county manager stating that the Board of Commissioners is considering a change in fire funding and have hired a consultant to do a study. There is a possibility that the Town of Fairview will go into a fire district. Rather than a fire fee that the Town currently has there may be a fire tax. Mayor Thomas stated he would pass along information as he is updated.

Attorney McCollum stated that he has enjoyed working with Mr. Purser through the years and congratulated Ms. Kindley and Mr. Clontz on their election to the Council.

Patricia Kindley made a motion to adjourn. Jerry Clontz seconded the motion. Council members Clontz and Kindley voted yes (2-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2018

Discuss and Approve Park Events & Festivals

Declare Town Equipment Surplus

Town of Fairview Assets

As of 1/2/2018 (Edh)

Item	Model or Serial Number	Cost/Value	Use	Purchased
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 Lazyboy/Executive Chairs		\$1,200	Active use	4/1/17
Five Secretarial Chairs		\$393	Active use	4/1/17
Office Equipment				
Schwab Fire Proof file safe	5000	\$900	Active Use	
Two Used Metal File Cabinets	Four Drawer	\$0	Active Use	
Metal two drawer desk	Two with chairs	\$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 2V8TMM12	\$1,000	Active Use	
Dell Computer-Vostro-200			Active Use	
APC Back-UPS RS 1200	Battery Backup for server		Active Use	
Two Small Tables		\$0	Active Use	
Fellows Booklet maker	Pulsar 300	\$284	Active Use	
HP Printer Office jet	8500 / MY9704118T	\$150	Not being used	
Samsung	2670 FW Color MFP	Lease	Active Use	
Gateway 2000 Computer w/ monitor	(old)	School-not being used		
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
Ipnone5	S/N C37MHCSLFNUJ	***\$500	Active Use	6/20/14
		*** Not Town Expense		