

## Agenda

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# *Town of Fairview*



### **Agenda**

Town Council Meeting

**June 11, 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) Park-Rec & Event June Draft Minutes (*Minutes Not Finalized*)
- e) Planning Board May Draft Minutes (*No May Meeting*)
- f) Approve Council Minutes for May 14, 2018

# Agenda

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## 4. Items of Business:

**Item 1: Public Hearing** on proposed 2018-2019 Town Budget

**Finance Officer to explain proposed budget**

**Mayor to Open Public Hearing**

**Hear public comments on the proposed 2018-2019  
Budget for the Town of Fairview**

**Mayor to Close Public Hearing**

**Item 2: Discuss/Adopt** 2018-2019 Budget Ordinance for fiscal year ---*Darrell Baucom*

**Item 3: Discuss/Approve** budget amendments for the 2017-2018 Budget ---  
*Darrell Baucom*

**Item 4: Discuss** purchase of Haigler property --- *Ed Humphries*

**Item 5: Discuss** purchasing picnic tables for wooded areas of the park --- *Lisa Thomas, Chairman, Park-Rec & Event Committee*

## 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.

3:25 PM  
06/02/18  
Accrual Basis

Town of Fairview  
Balance Sheet  
As of June 2, 2018

	Jun 2, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
American Community Bank	455,678.54
Total Checking/Savings	455,678.54
Other Current Assets	
Franchise Tax Receivable	33,813.84
Investments	
Investments NCCMT	979.75
Total Investments	979.75
Prepaid assets	981.00
Sales Tax Receivable	4,189.16
Taxes receivable	2,733.22
Taxes receivable - ad valorem	-346.38
Taxes receivable - motor veh	946.31
Total Other Current Assets	43,296.90
Total Current Assets	498,975.44
Fixed Assets	
Accumulated Depreciation	-33,477.45
Building and Improvements	1,181,642.75
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
Park equipment	138,960.55
Total Fixed Assets	1,516,328.84
<b>TOTAL ASSETS</b>	<b>2,015,304.28</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	8,000.00
Total Accounts Payable	8,000.00
Other Current Liabilities	
Accrued payroll	3,524.87
Deferred revenue - ad valorem	2,962.15
Payroll Liabilities	567.50
Prepaid tax interest	36.58
Prepaid taxes	199.84
Total Other Current Liabilities	7,290.94
Total Current Liabilities	15,290.94
Total Liabilities	15,290.94
Equity	
Equity	
Fixed assets	1,516,328.84
Total Fund Balance	397,520.00
Total Equity	1,913,848.84
Fund Balance - Park project	810,048.00
Retained Earnings	-712,243.66
Net Income	-11,639.84



3:27 PM

06/02/18

Accrual Basis

Town of Fairview  
Transaction Detail By Account  
July 2017 through June 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Office expense</b>							
Bill	07/07/2017	07072...	Derrell H. Baucom	expense reimbursement	2.80		2.80
Bill	07/10/2017	07102...	Ed Humphries	Stamp and supplies	175.45		178.25
Bill	07/21/2017	21017...	Great American Fina...	Copier payment	110.65		288.90
Bill	08/21/2017	21179...	Great American Fina...	Copier lease	154.46		443.36
Bill	08/30/2017	4786	FNB Commercial Cre...	Office and park	75.57		518.93
Bill	09/20/2017	21346...	Great American Fina...	Copier lease payment	106.93		625.86
Bill	10/05/2017	AR682...	Vision Office System...	Toner bottle	38.42		664.28
Bill	10/09/2017	10092...	Ed Humphries	office expense reimbursement	25.98		690.26
Bill	11/20/2017	21677...	Great American Fina...	Copier charges	234.03		924.29
Bill	12/01/2017	4760	FNB Commercial Cre...	Credit card charges	65.92		990.21
Bill	12/08/2017	12112...	Ed Humphries	Office reimbursement	174.55		1,164.76
Bill	12/21/2017	21847...	Great American Fina...	Copier lease Dec and Jan	134.07		1,298.83
Bill	01/01/2018	4760	First National Bank	Credit card bill	74.57		1,373.40
Bill	02/01/2018	4760	FNB Commercial Cre...	credit card payment	106.58		1,479.98
Bill	02/12/2018	02122...	Ed Humphries	expense reimbursement	61.34		1,541.32
Check	02/15/2018	Draft	Great American Fina...	Copier lease	84.42		1,625.74
Bill	03/01/2018	4778	FNB Commercial Cre...	credit card payment	11.10		1,636.84
Bill	03/12/2018	03122...	Ed Humphries	expense reimbursement	17.12		1,653.96
Check	03/15/2018	Draft	Great American Fina...	Copier charges	110.20		1,764.16
Check	04/05/2018	Draft	Deluxe Business For...	Cost of checks	257.88		2,022.04
Bill	04/09/2018	04092...	Ed Humphries	Moving furniture to office	429.96		2,452.00
Check	04/15/2018	Draft	Great American Fina...	Draft for copier lease	98.20		2,550.20
Bill	05/01/2018	4760	First National Bank	Prior period credit		59.75	2,490.45
Bill	05/01/2018	4760	First National Bank	Stamps and Staples	47.14		2,537.59
Bill	05/01/2018	4760	First National Bank	Staples	96.46		2,634.05
Bill	05/14/2018	05142...	Ed Humphries	office supplies	57.87		2,691.92
Check	05/15/2018	Draft	Great American Fina...	Copier usage	200.30		2,892.22
Bill	05/21/2018	22693...	Great American Fina...	Copier lease	147.41		3,039.63
Total Office expense					3,099.38	59.75	3,039.63
<b>TOTAL</b>					<b>3,099.38</b>	<b>59.75</b>	<b>3,039.63</b>

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06/02/18

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
**July 2017 through June 2018**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Park Maintenance</b>							
Bill	07/11/2017	1572	Refined Outdoors, L...	Lawn maintenance	1,318.00		1,318.00
Bill	08/01/2017	408	Carolina Fish Hatche...	Stock pond in park	1,585.00		2,903.00
Bill	08/01/2017	4778	FNB Commercial Cr...	Supplies for park	228.22		3,131.22
Bill	08/11/2017	1611	Refined Outdoors, L...	Monthly maintenance	1,318.00		4,449.22
Bill	08/30/2017	4786	FNB Commercial Cr...	Office and park	145.96		4,595.18
Bill	08/31/2017	08312017	BB Haigler	Reimbursement for park repairs e...	75.00		4,670.18
Bill	09/11/2017	09112017	Ed Humphries_	Hose	48.34		4,718.52
Bill	09/11/2017	10004759	Union Power	Light poles, supplies, etc	354.15		5,072.67
Bill	09/11/2017	1633	Refined Outdoors, L...	Yard maintenance	1,318.00		6,390.67
Bill	09/19/2017	12015	EMT Electric	Park permits and electrical	155.50		6,546.17
Bill	09/26/2017	3956	A to Z Farms	Ant control and labor	964.00		7,510.17
Bill	10/01/2017	4760	FNB Commercial Cr...	Credit card bill	55.55		7,565.72
Bill	10/04/2017	000011	X-Stream Pressure ...	Concrete cleaning	400.00		7,965.72
Bill	10/06/2017	10062017	Teresa Gregorius_	Park supplies	12.80		7,978.52
Bill	10/09/2017	10092017	BB Haigler	Park supplies	190.00		8,168.52
Bill	10/09/2017	10092017	Lane Griffin	Bales of straw	60.00		8,228.52
Bill	10/11/2017	1676	Refined Outdoors, L...	October maintenance	1,318.00		9,546.52
Check	10/16/2017	102044	Jerry C. Clontz	Reimburse for park expenses	183.52		9,730.04
Bill	11/01/2017	4760	FNB Commercial Cr...	Dues and supplies	21.77		9,751.81
Bill	11/07/2017	11072017	Bill Riffle	Security system for park	532.05		10,283.86
Bill	11/11/2017	1721	Refined Outdoors, L...	Landscape maintenance	1,318.00		11,601.86
Check	11/13/2017	102080	Jerry C. Clontz	trash fees	33.50		11,635.36
Check	11/13/2017	102080	Jerry C. Clontz	supplies	58.22		11,693.58
Bill	11/14/2017	MNR/099...	Brian C. Austin	Electrical supplies	0.00		11,693.58
Bill	11/16/2017	MNR/099...	City Electric Supply	Christmas tree and park picnic lig...	69.92		11,763.50
Bill	12/01/2017	4760	FNB Commercial Cr...	Storage building	564.71		12,328.21
Bill	12/05/2017	12052017	BB Haigler	Trash cans for park	76.82		12,405.03
Bill	12/12/2017	1744	Refined Outdoors, L...	mowing	1,318.00		13,723.03
Bill	12/19/2017	MNR/099...	City Electric Supply	Brian Austin bill	603.64		14,326.67
Bill	12/19/2017	MNR/099...	City Electric Supply	Brian Austin bill	0.00		14,326.67
Bill	01/01/2018	4760	First National Bank	Credit card bill	48.56		14,375.23
Bill	01/11/2018	1773	Refined Outdoors, L...	Monthly landscape maintenance	1,318.00		15,693.23
Bill	02/01/2018	4760	FNB Commercial Cr...	credit card payment	247.10		15,940.33
Bill	02/11/2018	1807	Refined Outdoors, L...	February lawn maintenance	1,318.00		17,258.33
Bill	03/02/2018	02222018	Jerry Clontz_	Training and reimbursement	105.97		17,364.30
Check	03/12/2018	102189	Refined Outdoors, L...	Park maintenance	1,318.00		18,682.30
Bill	04/02/2018	087771	Charles Medlin	Park sign, community board	355.43		19,037.73
Bill	04/11/2018	1860	Refined Outdoors, L...	April bill	1,318.00		20,355.73
Bill	04/16/2018	536274	Ralph Rowell	Mulch for park	225.00		20,580.73
Bill	04/19/2018	99202	RCS. Inc.	Mulch for park	225.00		20,805.73
Bill	04/27/2018	15756	Performance Lawn &...	Monthly mowing starting May 1	850.00		21,655.73
Bill	05/01/2018	4760	First National Bank	Conder flag company	65.23		21,720.96
Bill	05/01/2018	4760	First National Bank	Fire extinguisher service	85.93		21,806.89
Bill	05/01/2018	4760	First National Bank	Park signs	60.90		21,867.79
Bill	05/29/2018	15975	Performance Lawn &...	Spray overgrowth	300.00		22,167.79
Total Park Maintenance					22,167.79	0.00	22,167.79
<b>TOTAL</b>					<b>22,167.79</b>	<b>0.00</b>	<b>22,167.79</b>

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06/02/18

Accrual Basis

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

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Ad Valorem taxes	74,136.98	73,000.00	1,136.98	101.6%
Alcoholic beverage	15,796.13	0.00	15,796.13	100.0%
Cable TV franchise taxes	2,584.80	0.00	2,584.80	100.0%
Interest on delinquent taxes	346.97			
Investment income	1,706.13	0.00	1,706.13	100.0%
Misc income	80.11			
Motor vehicle taxes	10,353.12	8,800.00	1,553.12	117.6%
Park rental income	2,550.00	0.00	2,550.00	100.0%
Sales and use tax	23,548.90	25,500.00	-1,951.10	92.3%
Utility Franchise taxes	106,737.85	142,000.00	-35,262.15	75.2%
Zoning fees	10,070.00	6,000.00	4,070.00	167.8%
<b>Total Income</b>	<b>247,910.99</b>	<b>255,300.00</b>	<b>-7,389.01</b>	<b>97.1%</b>
<b>Expense</b>				
Advertising and Promotion	0.00	1,200.00	-1,200.00	0.0%
Audit fees	8,050.00	7,500.00	550.00	107.3%
Capital outlay - Park	10,691.00	0.00	10,691.00	100.0%
Dues and Subscriptions	5,396.30	5,450.00	-53.70	99.0%
Elections expense	3,020.03	3,000.00	20.03	100.7%
Festival expense	7,362.16	10,000.00	-2,637.84	73.6%
Fire Dept Grant	9,999.96	10,000.00	-0.04	100.0%
Fire Dept Truck Payment	52,569.24	52,569.24	0.00	100.0%
Grants	3,450.00	0.00	3,450.00	100.0%
Insurance Expense	4,813.53	4,900.00	-86.47	98.2%
Internet and website	8,824.50	8,250.00	574.50	107.0%
Legal fees	6,674.48	7,200.00	-525.52	92.7%
Miscellaneous Expense	379.52	0.00	379.52	100.0%
Office expense	3,039.63	3,000.00	39.63	101.3%
Office utilities	396.02	0.00	396.02	100.0%
Park Maintenance	22,167.79	36,755.04	-14,587.25	60.3%
Park Utilities	2,174.11	3,817.92	-1,643.81	56.9%
Payroll Expenses	42,670.43	34,219.80	8,450.63	124.7%
Payroll taxes	6,195.55	5,762.04	433.51	107.5%
Planning and zoning	37,675.88	41,100.96	-3,425.08	91.7%
Professional Fees	5,000.00	2,000.00	3,000.00	250.0%
Rent Expense	3,000.00	3,000.00	0.00	100.0%
Repairs and Maintenance	1,495.37	1,000.00	495.37	149.5%
Solid Waste Manage cost share	7,865.00	8,000.00	-135.00	98.3%
Tax collection fees	1,384.84	1,275.00	109.84	108.6%
Telephone Expense	2,914.43	3,600.00	-685.57	81.0%
Training expense	1,641.54	500.00	1,141.54	328.3%
Travel Expense	699.52	1,200.00	-500.48	58.3%
<b>Total Expense</b>	<b>259,550.83</b>	<b>255,300.00</b>	<b>4,250.83</b>	<b>101.7%</b>
<b>Net Ordinary Income</b>	<b>-11,639.84</b>	<b>0.00</b>	<b>-11,639.84</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-11,639.84</b>	<b>0.00</b>	<b>-11,639.84</b>	<b>100.0%</b>

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3:28 PM

06/02/18

Accrual Basis

**Town of Fairview**  
**Transactions by Account**  
**As of May 31, 2018**

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
<b>American Community Bank</b>								
Deposit	05/07/2018			Deposit		0.00		461,091.36
Deposit	05/09/2018			Deposit		735.00		461,826.36
Deposit	05/09/2018			Deposit		100.00		461,926.36
Deposit	05/10/2018			Deposit		552.72		462,479.08
Bill Pmt -Check	05/11/2018	102219		Clark, Griffin and Mc...	Retainer and zoning question		537.50	461,941.58
Bill Pmt -Check	05/11/2018	102220		CompuNetwork	Hosting and support		260.00	461,681.58
Bill Pmt -Check	05/11/2018	102221		Darrell H. Baucom	expense reimbursement		94.08	461,587.50
Bill Pmt -Check	05/11/2018	102222		Ed Humphries	office supplies		57.87	461,529.63
Bill Pmt -Check	05/11/2018	102223		Fairview VFD and Re...			1,083.33	460,446.30
Bill Pmt -Check	05/11/2018	102224		First National Bank	FNC Credit card statement		472.89	459,973.41
Bill Pmt -Check	05/11/2018	102225		Griffin Surveying	Survey for remaining portion o...		3,500.00	456,473.41
Bill Pmt -Check	05/11/2018	102226		Performance Lawn &...			1,075.00	455,398.41
Bill Pmt -Check	05/11/2018	102227		RCS, Inc.	Mulch for park		225.00	455,173.41
Bill Pmt -Check	05/11/2018	102228		Travelers	Workers comp insurance for 1...		981.00	454,192.41
Bill Pmt -Check	05/11/2018	102229		Union County Public...	water for park		51.58	454,140.83
Paycheck	05/14/2018	102230		Darrell H. Baucom			1,032.92	453,107.91
Paycheck	05/14/2018	102236		Jerry C. Clontz			843.93	452,263.98
Paycheck	05/14/2018	102244		Teresa Gregorius			1,438.83	450,825.15
Paycheck	05/14/2018	102231		Doug Buchanan			46.17	450,778.98
Paycheck	05/14/2018	102232		Edward D Humphries			2,152.06	448,626.92
Paycheck	05/14/2018	102233		Gary H Wilfong			138.52	448,488.40
Paycheck	05/14/2018	102234		Gary M Medlin			46.17	448,442.23
Paycheck	05/14/2018	102235		Greg Morgan			46.17	448,396.06
Paycheck	05/14/2018	102237		John A Biggers, Jr.			138.52	448,257.54
Paycheck	05/14/2018	102238		Kelvin L. Baucom			46.18	448,211.36
Paycheck	05/14/2018	102239		Nancy H Randall			46.17	448,165.19
Paycheck	05/14/2018	102240		Patricia H. Kindley			138.52	448,026.67
Paycheck	05/14/2018	102241		Phillip C Thomas			184.70	447,841.97
Paycheck	05/14/2018	102242		Richard E Pigg			46.17	447,795.80
Paycheck	05/14/2018	102243		Sara Furr			46.17	447,749.63
Liability Check	05/14/2018	To Print		IRS	55-0789092		2,146.14	445,603.49
Check	05/14/2018	102245		Turning Point	Donation		950.00	444,653.49
Check	05/15/2018	Draft		Great American Fina...	Copier usage		200.30	444,453.19
Deposit	05/15/2018			Deposit		1,791.87		446,245.06
Deposit	05/15/2018			Deposit		967.81		447,212.87
Check	05/17/2018	Draft		Verizon Wireless	Ed's cell phone		68.39	447,144.48
Deposit	05/21/2018			Deposit		0.00		447,144.48
Deposit	05/23/2018			Deposit		15,796.13		462,940.61
Check	05/25/2018	Draft		Frontier Telephone	Landline phone		196.61	462,744.00
Check	05/25/2018	Draft		Duke Energy	Park		188.73	462,555.27
Check	05/25/2018	102246		Lakeview Baptist Chu...	Barbara Pigg memorial		50.00	462,505.27
Deposit	05/25/2018			Deposit		200.00		462,705.27
Deposit	05/25/2018			Deposit		50.00		462,755.27
Deposit	05/25/2018			Deposit		2,640.00		465,395.27
Deposit	05/31/2018			Interest		215.03		465,610.30
Total American Community Bank						23,048.56	18,529.62	465,610.30
<b>TOTAL</b>						<b>23,048.56</b>	<b>18,529.62</b>	<b>465,610.30</b>

# May 2018 Permits

1-May	168	MS-18-43	Minor	\$65	Michelle Oliver	407 Simpson	82228004
3-May	1123	A 18-044	Addition	\$50	Hudson Sr	9512 Indian-Trail-Fairview	8225011
3-May	2133	P-18-045	Pool	\$50	Simpson	1017 Biggers Farm Ct	8180004
3-May	2048	U 18-046	Upfit	\$50	Laura Huntley	1475 Biggers Cemetery	8114009
8-May	328	MS 18-047	Minor	\$65	Katie Austin	7416 Secrest Short Cut	8228003
8-May	328	MS 18-048	Minor	\$65	Thomas	Simpson Road	08228010A
10-May	2235	P-18-049	Pool	\$50	Locklear	1001 Biggers Farm Court	08180004A
10-May	On Hold	NR-18-050	Accessory	\$150	Fire Dept	7402 Concord Highway	8189030
22-May	2197	A 18-051	Accessory	\$50	Ken Brown	620 Simpson Road	08228004B
22-May	2197	Ho 18-052	HO	\$50	Ken Brown	620 Simpson Road	08228004B
22-May	4690	C-18-053	Compliance	\$100	Carolina Custom	9515 Kerr Road	8293002
29-May	334779	TC 18--054	Text Admend	\$300	Faukl and Foster	Land Use Ordinance	N/A
29-May	1076	RZ 18-55	ReZone	\$300	Haigler Farms LLC	9606 Indian Trail Fair	8222011
29-May	Cash	A-18-56	Accessory	\$50	David Presson	9300 Indian Trail Fairview	08228025C

Total 14 \$1,330

4-Jun	Mail	CUP 18 057	CUP	\$500	Blossman	Belmont	08228025C
5-Jun	1601	A-18-058	Accessory	\$50	Kevin Omalley	9717 Covey Drive	08213073B
7-Jun	Mail	P-18-059	Pool		Tara Pierce	620 East Highway 218	08153002B
7-Jun	367	H-18-60	Home	\$125	Anna Prokopchuck	6925 West Duncan	8258013
7-Jun	Mail	MS-18-061	Minor	\$65	John Earnhardt	Concord Highway	





**Town of Fairview  
Regular Meeting  
May 14, 2018**

The following Council members were present: Mayor Phil Thomas, 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**

Mayor Thomas stated that he would like to add a discussion on the engineering report on the Old Fairview Elementary as Item #6.

**Approval of Agenda**

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

**Public Comments**

None

**Consent Agenda**

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Accept CRTPO Report as Information
- d) Park-Rec & Event May Draft Minutes --- Minutes Accepted as Information
- e) Planning Board April Draft Minutes --- Minutes Accepted as Information
- f) Approve Council Regular Minutes for April 9, 2018

g) Approve Council Budget Workshop Minutes for April 30, 2018

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

### **Items of Business**

#### **Item 1: Funds Request from Turning Point, Inc.**

Jessie Lindberg, Executive Director, Turning Point, Inc. presented a funds request of \$950.00 for Turning Point, Inc. Ms. Lindberg updated the Council on various programs that Turning Point has. Council discussed the request.

Gary Wilfong made a motion to approve \$950.00 for Turning Point, Inc. Patricia Kindley seconded the motion. Council members Kindley and Wilfong voted yes and Clontz voted no (2-1).

#### **Item 2: Discuss Fee Schedule Increases for Land Use**

Ed Humphries presented the Fairview Fee Schedule with various fee changes noted in red for the Council to review. Council discussed the changes.

Patricia Kindley made a motion to increase the fees as submitted. Gary Wilfong seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

#### **Item 3: Renew 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 November '18) in the name of Gregory Morgan, 6508 Morgan's Cove Road, Monroe, NC 28110 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.

Patricia Kindley made a motion to renew the temporary permit # TP 14-037 for six months to expire November '18. Jerry Clontz seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

#### **Item 4: Discuss the Proposed budget for 2018-2019**

Darrell Baucom presented the proposed budget to the Council. Councilmen discussed each item and the following change was made to the budget as presented:

- Professional Fees: Adjusted to \$3,000.00

#### **Item 5: Call for Public Hearing for 2018-2019 Budget**

Mayor Thomas suggested scheduling the public hearing for June 11, 2018. Council agreed.

#### **Item 6: Discuss Engineering Report on Old Fairview Elementary School**

Mayor Thomas reported that Union County Public Schools had sent a copy of a structural inspection performed for them in June 2015. He shared highlights of the report and stated that the buildings are in decent shape considering the age.

#### **Item 7: Discuss Options for Town Hall Offices**

Ed Humphries reported that the Union County School Board and the county attorney modified the lease from \$1 per year to \$12,000.00 per year. The Council discussed options regarding leasing the old school or possibly purchasing the Haigler property and house and renovating the house.

Jerry Clontz made a motion to rent the Old Fairview School building (#5 – Exhibit A) from the Union County School Board for 5 years at \$12,000.00 per year, be responsible for lawn maintenance, water and power and give the Mayor authorization to sign the lease. Patricia Kindley seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Jerry Clontz made a motion to offer the Haiglers \$600,000.00 at 3 1/2% for 15 years with a \$50,000.00 down payment for the 65 acres that includes the house and close within a year. Patricia Kindley seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

#### **Council Comments**

Jerry Clontz met with the new lawn maintenance contractor after the second grass cutting to review the areas needed to be cut (areas missed the first time grass was cut). Mr. Clontz noted that there were still a few areas that edging was not done and he would be speaking with the contractor regarding this. Mr. Clontz noted that the repairs to the restroom floor areas at the entrances to the restrooms have had the grooves cut in the concrete and all other punch list items have been completed.

Mayor Thomas reported that he attended a meeting held at the Fairview Fire Department on May 2<sup>nd</sup> with representatives of the sheriff's department, highway patrol, NCDOT and fire department. This was a brainstorming session to discuss ideas to improve traffic safety on Highway 218. Some of the ideas discussed included:

- Reducing speed limit
- Installing passing lanes in various areas
- Reducing weight limits on bridges
- Installing message boards
- Saturation of law enforcement
- Studying installing roundabouts – possible locations at Mill Grove Road, Highway 200, Highway 205 and Sikes Mill Road.



Law enforcement will be meeting with NCDOT in Albemarle on May 30<sup>th</sup> and riding Highway 218 and talk about further suggestions for traffic safety.

Jerry Clontz made a motion to adjourn. Gary Wilfong seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Respectfully submitted,

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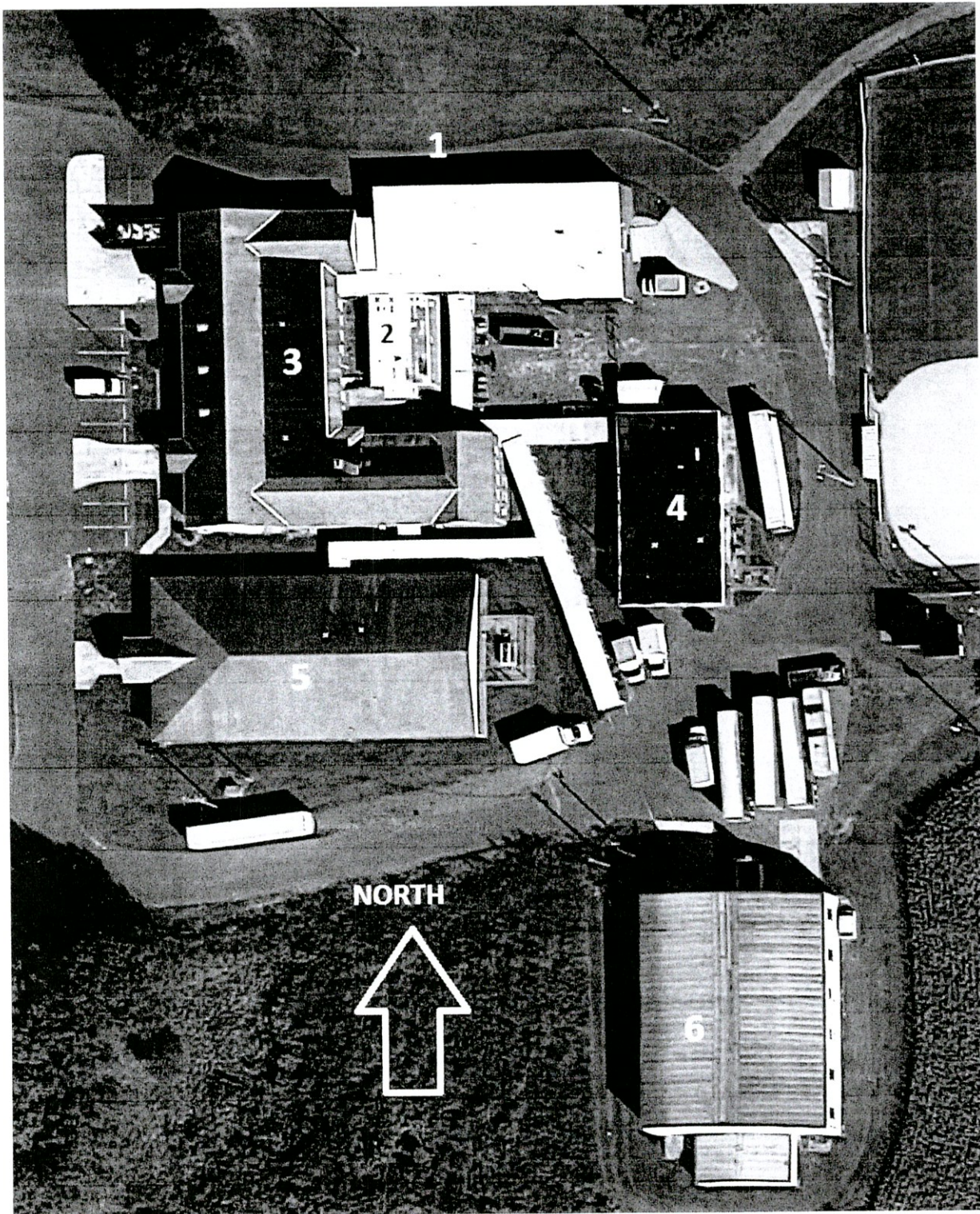
Teresa Gregorius  
Town Clerk

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Phil Thomas  
Mayor

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018

# Exhibit A





# Public Hearing on Proposed 2018-2019 Budget

# Discuss/Adopt 2018-2019 Budget

**Town of Fairview**  
**Budget Ordinance Fiscal Year 2018-2019**

Be it ordained by the Governing Board of the Town of Fairview, NC:

Section I: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Current year ad valorem property tax	\$ 74,500
Alcoholic beverage	\$ 16,200
Cable TV franchise	\$ 3,200
Fund balance appropriated	\$ (4,000)
Motor vehicle taxes	\$ 9,200
Park rental fees	\$ 2,500
Sales and use tax	\$ 27,000
Utility Franchise taxes	\$145,000
Zoning fees	\$ 7,000

Total income	\$280,600
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Section II: The following appropriations are hereby made in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Advertising	\$ 500
Audit fees	\$ 8,050
Capital outlay – Park	\$ 9,635
Dues and subscriptions	\$ 5,520
Festival expense	\$ 10,000
Fire Department allocation	\$ 10,000
Fire Department truck payment	\$ 52,569
Insurance expense	\$ 4,900
Internet and website	\$ 6,500
Legal fees	\$ 7,200
Office expense	\$ 10,736
Office utilities	\$ 2,880
Park maintenance	\$ 19,300
Park utilities	\$ 3,300
Payroll expenses	\$ 92,346
Payroll taxes	\$ 7,064
Professional fees	\$ 3,000
Rent expense	\$ 12,000
Repairs and maintenance	\$ 1,000
Solid waste management cost sharing	\$ 8,000
Tax collection expense	\$ 1,400
Telephone	\$ 3,000
Training	\$ 500
Travel	\$ 1,200
Total	\$280,600

### Section III: Levy of taxes

There is hereby levied a tax rate of \$.02 per one hundred dollars valuation of property as listed as of January 1, 2018 for the purpose of raising the revenue listed as "Current year ad valorem property tax" in the General Fund in Section I of this ordinance.

Section IV: The Finance Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a) They may transfer amounts between line item expenditures within a department without limitation and without a report being prepared.
- b) They may transfer amounts up to \$1,000 between departments, including contingency appropriations within the same fund. They must make an official report on such transfers at the next regular meeting of the Governing Board.

Section V: Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and the Finance Officer to be kept on file by them for direction in the disbursement of funds.

Adopted this 11<sup>th</sup> day of June, 2018

Phillip C. Thomas  
Mayor

Town of Fairview  
Fiscal Year 2018-19 Budget  
Assumptions and Explanations

**Changes Since May 14 meeting**

Office utilities: Separated this from office expense; \$2,880

Park utilities: Separated this from Park Maintenance; \$3,300

Park Maintenance: Moved \$6,000 from Capital Outlay – Park due to possible higher maintenance costs for the Park.

Professional fees: Reduced by \$4,000 due to not needing structural study on the school buildings; moved to Fund Balance appropriated.

**Changes Since Budget Workshop**

Advertising : Added \$500 for advertising for public meetings, etc.

Capital Outlay: Added \$15,634.98 for additional park shelter or other capital needs of the Park.

Park Maintenance: Added \$1,200 for dumpster (\$100 per month)

Professional Fees: Added \$5,000 for professional engineering study of old school building.

Rent: Added \$1,000 per month for rental of old school building; \$12,000 annually

**Revenue**

Ad valorem: based upon projected real and personal property values of \$377,641,905 from Union County using 98% collection rate for ad valorem taxes at \$.02 per hundred assessment rate. Used \$74,500.

Alcoholic Beverage tax: Assumed flat growth and used the amount collected in May 2017. Used \$16,200.



Cable TV Franchise taxes: Used run rate for 17-18 of \$3,200 for the year.

Funds balance appropriated – funds needed to balance the budget as revenues exceed expenses by \$(34,335).

Motor Vehicle taxes: based upon estimated values of \$45,855,591 and using 100% collection rates at \$.02 per hundred assessment rate. Used \$9,200.

Park rental income: Annualized rental income is \$2,100; used \$2,500 for 18-19.

Sales and use tax: NC League estimates slight growth of 4.5% for 2018-19; Used \$27,000.

Franchise taxes: NC League estimates minimal growth for 2018-19. I estimated no change in franchise taxes. Used \$145,000.

Zoning fees: based upon recent trends showing an increasing amount of zoning fee revenue; Used \$7,000.

### **Expenses**

Advertising: No advertising expenses for special meetings in 17-18; none budgeted for 18-19

Audit fees: Used JB Watson's estimated audit fee for 17-18 plus same amount as 16-17 for accounting assistance, etc; used \$8,050

Dues and subscriptions: School of Govt Foundation – 450 - NC League of Municipalities – 4,500 (Current year plus slight increase); Union County Chamber of Commerce – 350; Association of Municipal Clerks – 70; NC Mayor's Association – 150; Used \$5,520

Elections expense: No elections in 2018; budgeted \$0

Festival expense: Used \$10,000 for annual amount.

Fire Department Grant: \$10,000 payment to Fairview VFD; \$833.33 per month.

Fire Department Truck Payment: Quarterly payment of \$13,142.31 for payment to Bank for new fire truck. Continues until January 2021; Used \$52,569.

Liability insurance: Based upon estimate of property and casualty insurance from NC League of Municipalities = \$4,022. Estimate of workers comp insurance = \$500 and bond insurance = \$375. Used \$4,900.

Internet and website expense: based upon reimbursements to staff and estimated computer maintenance, etc. Monthly email and server hosting and reimbursement of internet expense = \$305; Silver level support for One Source Documents = \$427; Website charge = \$2,000; Domain name renewal = \$400; Used \$6,500

Legal fees: based on trend of about \$600 per month. Used \$7,200.

Office supplies: based upon estimate from Ed of \$13,616 annually

Park Maintenance: Based upon Park Service contract of \$8,500 plus additional amounts from Ed.

Payroll expenses: See worksheet documenting budgeted amount. Used 3.0% rate of increase for staff, per NCLM salary survey.

Payroll taxes: Total salaries at 7.65% rate for employer taxes.

Professional fees: Retreat expense for Council (1,500 in 17-18) plus other minor expenses = \$2,000

Rent – Move to the school building; none budgeted.

Repairs and Maintenance: Misc repair and maintenance items that may occur = \$1,000.

Solid Waste Management: Used budgeted amount of \$8,000 as recommended by Union County Waste Management.

Tax Collection fees: based upon 1.5% of ad valorem taxes and motor vehicle taxes. Used \$1,400.

Telephone: estimated \$250 per month based on recent trends. Used \$3,000.

Training fees: used nominal amount of \$500 per year.

Travel: estimated \$1,200 for the year.

# Discuss/Approve Budget Amendments

# **Town of Fairview** **Amendments to 17-18 Budget**

Revenue:	Original Budget	Increase/ Decrease	Adjusted Budget	Explanation
Fund balance appropriated	-	29,200	29,200	
Investment income	-	1,500	1,500	Earnings on bank account
Alcoholic Beverage	73,000	15,500	15,500	Unplanned alcoholic beverage tax from the County
Ad valorem taxes	73,000	-	73,000	
Cable TV Franchise taxes	142,000	2,500	2,500	Cable TV Franchise tax planned in Franchise taxes
Franchise taxes	(2,000)	(2,000)	140,000	
Park rental income	2,500	2,500	2,500	Unplanned park rental income
Motor vehicle taxes	8,800	2,000	10,800	Higher than estimated motor vehicle taxes
Sales and use tax	25,500	(500)	25,000	
Zoning fees	6,000	4,000	10,000	Higher development activity
Estimated revenue	255,300	54,700	310,000	
Advertising	1,200	(700)	500	
Audit fees	7,500	600	8,100	
Capital outlay - Park	-	10,700	10,700	Flagpole, lighting, and installation in Park
Capital outlay - Office renovations	5,450	25,000	25,000	Approved renovations for office area
Dues and subscriptions	3,000	-	3,000	
Elections expense	10,000	100	10,100	
Festival	10,000	(2,000)	8,000	Festival expenses less than planned
Fire Dept Grant	52,569	(0)	52,569	
Fire Dept Truck payment	-	3,500	3,500	PHS Bank boosters 2,500; Turning Point 950
Grants	4,900	-	4,900	
Insurance	8,250	1,000	9,250	Higher internet and web update expenses than planned
Internet and website	7,200	500	7,700	
Legal fees	-	500	500	
Miscellaneous	3,000	1,000	4,000	Higher office expenses than planned
Office expense	-	1,000	1,000	Unplanned utilities for Fairview school site
Office utilities	36,755	(5,000)	31,755	Flagpole shown as Capital Outlay, Jerry open ? use
Park maintenance	3,818	(1,000)	2,818	Lower utilities cost than estimated
Park utilities	34,220	13,000	47,220	Greater number of hours for Town Clerk and Jerry Clontz
Payroll expenses	5,762	1,000	6,762	Based on higher payroll expenses
Payroll taxes	41,101	0	41,101	
Planning and zoning	2,000	3,000	5,000	Surveying cost for remainder of Haigler property
Professional fees	3,000	-	3,000	
Rent	1,000	1,000	2,000	Signs for unmuffled engines
Repairs and maintenance	8,000	-	8,000	
Solid waste cost sharing	1,275	200	1,475	
Tax collection fees	3,600	-	3,600	
Telephone	500	1,500	2,000	N Focus training cost for Planning Board members
Training	1,200	(200)	1,000	
Travel				
Total expense	255,300	54,700	310,000	



# Discuss Haigler Property

## Ed Humphries

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**From:** Harry Haigler [hhaigler@uci.edu]  
**Sent:** Thursday, May 17, 2018 1:56 PM  
**To:** Ed Humphries  
**Cc:** Teresa Gregorius; Joe McCollum; Gary Wilfong; Jerry Clontz; John Biggers; Patricia Kindley; Phillip Thomas; sandrahaigler  
**Subject:** Re: Property in Fairview

Hi Ed, Teresa, Joe, Gary, Jerry, John, Patricia and Philip,

Sandra and I are pleased that Fairview would like to purchase the 65.5 acre track of land. We find your offer attractive because it includes the entire parcel. However, your offer of \$600K is significantly lower than the value given in the appraisal that you commissioned in Nov 2016. The appraised value was \$10.5K per acre and \$100K for the house. If we assume that your offer includes \$100K for the house, the price per acre for land is \$7.6K. We recognize that the 65.5 acres contains less highway road frontage acreage than in the 90 acres in the 2016 appraisal so we do not expect to receive \$10.5K per acre now. But we do think that \$7.6K per acre is rather low. We would favorably consider an overall offer in the \$725K range, which would correspond to \$9.5K per acre.

We are happy to finance the transaction but ask for 4.2% and 15 years.  
A down payment of \$50K and a closing in 2018-19 is fine but we ask that we retain \$20K of the deposit if Fairview withdraws from the deal for any reason including lack of loan approval.

As you know, John Earnhardt has made a competing offer for the house and 9 acres of surrounding land. Although John offered us considerably more per acre than you, we prefer your offer because it includes the entire parcel. We have declined John's original offer but he may make additional offers.

Sandra and I hope that we can use our thoughts that are included in this email and negotiate terms that will be attractive to us both. Feel free to call me anytime (949-274-0140).

Many thanks,

Harry (and Sandra) Haigler

On May 15, 2018, at 6:52 AM, Ed Humphries <[ehumphries@fairviewnc.gov](mailto:ehumphries@fairviewnc.gov)> wrote:

Harry  
Good Morning!!  
Hope this email finds you well.  
The Council of Fairview met last night to discuss your property. After a long discussion the town would like to make you and Sandra an offer on the 65 acres you have adjacent to our park.

Offer

\$600,000 for the 65 acres as shown on the survey including the house.  
We would like for you to finance the property @ 3.5 % for 15 years.  
We would put \$50,000 down and close with our fiscal year 2018-19 (July 1 2018-June 30 2019)  
We will need to have the loan approved by the Local Government Commission (NC Treasury Dept ).  
This process take about 90 to 120 days. We would request that if the loan is not approved for some

reason, behind our control, the deposit would be refunded.

Thank you for your patience. Let me know your thoughts. ---Edh

**Ed Humphries**

Land Use Administrator

Town of Fairview

7400 Concord Highway

Monroe NC 28110

704.564.3412

[ehumphries@fairviewnc.gov](mailto:ehumphries@fairviewnc.gov)

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<image003.jpg>

Email correspondences to and from this address are subject to public records requests pursuant to the North Carolina Public Records Law, resulting in monitoring and potential disclosure of this message to third parties.

## EXAMPLES

New Offer: \$700,000

-50,000 down

\$650,000 @ 4.0% for 15 years -- \$58,461.72 per year

New Offer: \$685,000

-50,000 down

\$635,000 @ 4.0% for 15 years -- \$57,112.60 per year

New Offer: \$650,000

-50,000 down

\$600,000 @ 4.0% for 15 years -- \$53,964.66 per year

New Offer: \$700,000

-50,000 down

\$650,000 @ 3.75% for 15 years -- \$57,444.36 per year

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### Split/Difference Offer

	<u>Amount</u>		<u>New Offer</u>
Counter	\$725,000	Haigler	\$657,500
Offer	\$600,000	Town	

### RATE

Counter 4.2% Haigler 3.85%

Offer 3.5% Town

Payment \$58,517.70

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### New Offer on Haigler Property

\$ \_\_\_\_\_ @ \_\_\_\_\_ for \_\_\_\_\_  
Amount Rate Years

\$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
Deposit Deposit Amt. Payment  
Not Refundable

\*\* Interest earned on this loan is tax exempt in North Carolina



# Discuss Purchasing Items for Park