

Agenda

Town of Fairview



Agenda

Town Council Meeting
July 9, 2024 @ 6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

- 1. Call the meeting to order: --- Mayor Wilfong**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Agenda Changes/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. Grant Utilization Update --- *Report Accepted as Information*
 - 5.D. Fairview Park Event June Draft Minutes (*No June Meeting*)
 - 5.E. Fairview Park Facility June Draft Minutes (*Report Accepted as Information*)
 - 5.F. Planning Board June Draft Minutes (*Report Accepted as Information*)
 - 5.G. Approve Council Minutes for June 11, 2024
 - 5.H. Renew N-Focus Code Violation Services Contract July 1, 2024 – June 30. 2025

Agenda

6. Public Comments

7. Presentations: None

8. Items of Business:

8.A. Re-appoint the following to the Planning Board Committee:

- Re-appoint Doug Buchanan with the term expiring July 2027
- Re-appoint Chrisie Black with the term expiring July 2027
- Re-appoint Bill Thomas with the term expiring July 2027

Re-appoint the following to the Fairview Park Event Committee:

- Spence Cox with the term expiring November 2026
- Scott Cuthbertson with the term expiring November 2026--- *Teresa Gregorius*

8.B. Discuss/Possible Action Fishing at Fairview Park Pond --- *Mayor Wilfong*

8.C. Discuss/Possible Action Rental House Air/Heat Pump Replacement --- *Ed Humphries*

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.

Town of Fairview
Balance Sheet
 As of June 30, 2024

	Jun 30, 24	Jun 30, 23
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	1,045,678.94	854,048.66
Total Checking/Savings	1,045,678.94	854,048.66
Other Current Assets		
Franchise Tax Receivable	29,411.05	29,411.05
Investments		
Investments NCCMT	1,158.40	1,104.10
Total Investments	1,158.40	1,104.10
Prepaid assets	3,116.00	7,963.00
Sales Tax Receivable	8,959.45	8,959.45
Sales tax refund	0.00	2,006.73
Sales tax refund - Park grant	0.00	1,316.03
Taxes receivable	952.99	999.37
Taxes receivable - ad valorem	-303.16	268.99
Taxes receivable - motor veh	1,217.10	1,251.75
Total Other Current Assets	44,511.83	53,280.47
Total Current Assets	1,090,190.77	907,329.13
Fixed Assets		
Accumulated Depreciation	-616,754.58	-616,754.58
Building and Improvements	1,413,376.32	1,413,376.32
Computer Equipment	10,073.66	10,073.66
Construction in Progress	33,455.27	33,455.27
Furniture and Equipment	1,698.00	1,698.00
Land	734,289.94	734,289.94
Land improvements	17,545.00	17,545.00
Park equipment	171,130.76	171,130.76
Rental House	137,436.59	137,436.59
Total Fixed Assets	1,902,250.96	1,902,250.96
TOTAL ASSETS	2,992,441.73	2,809,580.09
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	10,936.96	24,328.55
Total Accounts Payable	10,936.96	24,328.55
Other Current Liabilities		
Accrued payroll	4,599.02	4,599.02
Deferred revenue - ad valorem	999.37	999.37
Payroll Liabilities	156.76	0.00
Prepaid taxes	28.20	19.28
Security deposit - rental house	1,450.00	1,450.00
Total Other Current Liabilities	7,233.35	7,067.67
Total Current Liabilities	18,170.31	31,396.22
Long Term Liabilities		
Cumulative rent reserve	6,520.00	6,520.00
Note payable on park land	440,000.00	440,000.00
Total Long Term Liabilities	446,520.00	446,520.00
Total Liabilities	464,690.31	477,916.22

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Accrual Basis

Town of Fairview
Balance Sheet
As of June 30, 2024

	<u>Jun 30, 24</u>	<u>Jun 30, 23</u>
Equity		
Allocated equity rent reserve	-6,520.00	-6,520.00
Amount to be provided for LTD	-440,000.00	-440,000.00
Equity		
Fixed assets	1,902,250.96	1,902,250.96
Total Fund Balance	1,207,568.00	1,207,568.00
Total Equity	3,109,818.96	3,109,818.96
Retained Earnings	-331,635.09	-462,174.70
Net Income	196,087.55	130,539.61
Total Equity	2,527,751.42	2,331,663.87
TOTAL LIABILITIES & EQUITY	2,992,441.73	2,809,580.09

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Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/24

Ordinary Income/Expense	<u>Operating</u>	Budget	Actual Fav to Budget
Income			
Ad Valorem taxes	120,870.60	113,000.00	7,870.60
Alcoholic beverage	17,167.77	14,000.00	3,167.77
Donation	1,140.00		1,140.00
Festival income - vendors, etc	3,032.00		3,032.00
Fund balance appropriated		-5,080.00	5,080.00
Interest on delinquent taxes	527.73		527.73
Investment income	4,294.17		4,294.17
Motor vehicle taxes	13,632.53	12,500.00	1,132.53
Rent reserve for park capital items	20,181.50	20,000.00	181.50
Sales and use tax	55,869.88	53,000.00	2,869.88
Transfer from ARP fund	21,812.19	21,500.00	312.19
Utility Franchise taxes	131,116.10	122,000.00	9,116.10
Uncategorized income	0.00		0.00
Zoning fees	17,350.00	16,500.00	850.00
Total Income	<u>406,994.47</u>	367,420.00	39,574.47
Expense			
Advertising and Promotion	751.24	1,000.00	248.76
Audit fees	10,000.00	10,000.00	0.00
Bank Service Charges	37.00	250.00	213.00
Capital outlay - Park		0.00	0.00
Capital outlay - Office renovation	4,265.60	4,700.00	434.40
Capital Outlay - Town Hall	5,875.98	6,000.00	124.02
Debt repayment	57,160.00	57,160.00	0.00
Dues and Subscriptions	5,824.00	6,200.00	376.00
Elections expense	3,795.41	3,800.00	4.59
Festival expense	15,170.14	17,500.00	2,329.86
Grants	3,000.00	3,500.00	500.00
Insurance Expense	7,172.54	7,200.00	27.46
Internet and website	9,610.57	11,000.00	1,389.43
Legal fees	8,446.60	10,000.00	1,553.40
Miscellaneous Expense	267.75	1,000.00	732.25
Office expense	31,477.37	31,250.00	-227.37
Office utilities	6,050.69	6,500.00	449.31
Park Maintenance	25,702.56	28,000.00	2,297.44
Park Utilities	5,421.20	5,700.00	278.80
Payroll Expenses	54,739.32	55,600.00	860.68
Payroll Taxes	9,519.08	9,850.00	330.92
Planning and zoning	54,520.29	54,805.00	284.71
Professional Fees	2,748.00	3,000.00	252.00

Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/24

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Rental house repairs, etc	1,005.58	1,500.00	494.42
Salaries - Park	13,552.07	15,905.00	2,352.93
Solid Waste Manage cost share	8,000.00	8,000.00	0.00
Tax collection fees	1,947.68	2,200.00	252.32
Telephone Expense	672.78	1,200.00	527.22
Training expense	257.40	500.00	242.60
Travel expense	42.90	100.00	57.10
Zoning administration	2,959.81	4,000.00	1,040.19
Total Expense	<u>349,993.56</u>	<u>367,420.00</u>	17,426.44
Net Ordinary Income	<u>57,000.91</u>	0.00	57,000.91
Net Income	<u><u>57,000.91</u></u>		

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Accrual Basis

Town of Fairview Transactions by Account

As of June 30, 2024

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
First National Bank									
Deposit	06/05/2024			Deposit	X	Donation	100.00		1,044,143.79
Deposit	06/06/2024			Deposit	X	-SPLIT-	160.00		1,044,243.79
Bill Pmt	Check	06/07/2024	104488	CompuNetwork	X	Accounts Payable	0.00		1,044,403.79
Bill Pmt	Check	06/07/2024	104489	Cox Law Firm, PLLC	X	Accounts Payable		787.50	1,043,616.29
Bill Pmt	Check	06/07/2024	104490	Ed Humphries	X	Accounts Payable		43.87	1,043,572.42
Bill Pmt	Check	06/07/2024	104491	EZ Task.Com Inc.	X	Accounts Payable		2,150.00	1,041,422.42
Bill Pmt	Check	06/07/2024	104492	Gary Wilfong	X	Accounts Payable		51.79	1,041,370.63
Bill Pmt	Check	06/07/2024	104493	Lancaster News, P...	X	Accounts Payable		119.40	1,041,251.23
Bill Pmt	Check	06/07/2024	104494	Perry Laney Septic ...	X	Accounts Payable		600.00	1,040,651.23
Bill Pmt	Check	06/07/2024	104495	Taylor's Landscap...	X	Accounts Payable		2,167.50	1,038,483.73
Bill Pmt	Check	06/07/2024	104496	Union County Publi...	X	Accounts Payable		315.13	1,038,168.60
Bill Pmt	Check	06/07/2024	104497	CompuNetwork	X	Accounts Payable		361.58	1,037,807.02
Bill Pmt	Check	06/07/2024	104498	Union County Solid ...	X	Accounts Payable		8,000.00	1,029,807.02
Deposit	06/07/2024			Cost share for 22-23 accrual	X	Accounts Payable			1,029,807.02
Deposit	06/10/2024			Deposit	X	Festival income - ...	80.00		1,029,887.02
Check	06/11/2024	Draft	Duke Energy	Park utilities	X	Park Utilities		389.40	1,029,927.02
Check	06/11/2024	Draft	Duke Energy	office utilities	X	Office utilities		284.11	1,029,537.62
Paycheck	06/11/2024	104499	Darrell H. Baucom		X	-SPLIT-		1,222.96	1,028,030.55
Paycheck	06/11/2024	104505	Michael L. Starnes		X	-SPLIT-		2,014.24	1,026,016.31
Paycheck	06/11/2024	104507	Spencer L. Thomas		X	-SPLIT-		819.47	1,025,196.84
Paycheck	06/11/2024	104508	Tania Hernandez Vi...		X	-SPLIT-		692.63	1,024,504.21
Paycheck	06/11/2024	104509	Teresa Gregorius		X	-SPLIT-		1,187.06	1,023,317.15
Paycheck	06/11/2024	104500	David M. Link		X	-SPLIT-		138.52	1,023,178.63
Paycheck	06/11/2024	104501	Edward D. Humphries		X	-SPLIT-		2,731.12	1,020,447.51
Paycheck	06/11/2024	104502	Gary H. Wilfong		X	-SPLIT-		184.70	1,020,262.81
Paycheck	06/11/2024	104503	John A. Biggers, Jr.		X	-SPLIT-		138.53	1,020,124.28
Paycheck	06/11/2024	104504	Kerry K. Price		X	-SPLIT-		138.53	1,019,985.75
Paycheck	06/11/2024	104506	Patricia H. Kindley		X	-SPLIT-		138.53	1,019,847.22
Liability Check	06/11/2024	To Print	IRS	55-0789092	X	-SPLIT-		3,199.68	1,016,647.54
Liability Check	06/11/2024	To Print	NC Dept of Revenu...	600391020	X	Payroll Liabilities		324.00	1,016,323.54
Check	06/11/2024	Draft	citizens	Refunds on park rental depo...	X	-SPLIT-		260.00	1,016,063.54
Bill Pmt	Check	06/11/2024	104510	FNB Commercial C...	X	Accounts Payable		1,798.17	1,014,265.37
Bill Pmt	Check	06/11/2024	104511	Lancaster News, P...	X	Accounts Payable		300.99	1,013,964.38
Bill Pmt	Check	06/11/2024	104512	Perry Laney Septic ...	X	Accounts Payable		300.00	1,013,664.38
Bill Pmt	Check	06/11/2024	104513	Unionville Baptist C...	X	Accounts Payable		50.00	1,013,614.38
Check	06/11/2024	104514	Signs Now	Refund on park rental advertising for Festival	X	Festival expense		473.65	1,013,140.73
Deposit	06/11/2024			Deposit	X	Sales and use tax	4,953.71		1,018,094.44
Deposit	06/11/2024			Deposit	X	Utility Franchise ta...	36,607.27		1,054,701.71
Deposit	06/12/2024			Deposit	X	Festival income - ...	280.00		1,054,981.71
Bill Pmt	Check	06/13/2024	104515	N Focus	X	Accounts Payable		474.30	1,054,507.41
Bill Pmt	Check	06/13/2024	104516	Union County Regi...	X	Accounts Payable		26.00	1,054,481.41
Bill Pmt	Check	06/13/2024	104517	Sneads Plumbing S...	X	Accounts Payable		5,875.98	1,048,605.43
Deposit	06/13/2024			Deposit	X	Festival income - ...	40.00		1,048,645.43
Deposit	06/14/2024			Deposit	X	Rent reserve	50.00		1,048,695.43
Deposit	06/14/2024			Deposit	X	Zoning fees	200.00		1,048,895.43
Deposit	06/14/2024			Deposit	X	Rent reserve	1,305.00		1,050,200.43
Deposit	06/14/2024			Deposit	X	Festival income - ...	270.00		1,050,470.43
Bill Pmt	Check	06/17/2024	11111...	Duke Energy	X	Accounts Payable		776.73	1,049,693.70
Deposit	06/17/2024			Deposit	X	Ad Valorem taxes	205.66		1,049,899.36
Bill Pmt	Check	06/18/2024	104518	Alfred Benesch & C...	X	Accounts Payable		9,160.00	1,040,739.36
Deposit	06/18/2024			Deposit	X	Zoning fees	100.00		1,040,839.36
Bill Pmt	Check	06/19/2024	104519	Brian Minor	X	Accounts Payable		300.00	1,040,539.36
Bill Pmt	Check	06/19/2024	104520	Joe Maione	X	Accounts Payable		300.00	1,040,239.36
Bill Pmt	Check	06/19/2024	104521	Mandi Maione	X	Accounts Payable		300.00	1,039,939.36
Bill Pmt	Check	06/19/2024	104522	Killingsworth Enviro...	X	Accounts Payable		150.94	1,039,788.42
Deposit	06/19/2024			Deposit	X	-SPLIT-	1,183.61		1,040,972.03
Deposit	06/20/2024			Deposit	X	Zoning fees	100.00		1,041,072.03
Deposit	06/20/2024			Deposit	X	Festival income - ...	360.00		1,041,432.03
Check	06/25/2024	Draft	Great American Fin...	Copier	X	Office expense		178.11	1,041,253.92
Deposit	06/27/2024			Deposit	X	Zoning fees	100.00		1,041,353.92
Deposit	06/28/2024			Deposit	X	Rent reserve	200.00		1,041,553.92
Deposit	06/28/2024			Deposit	X	Zoning fees	275.00		1,041,828.92
Deposit	06/28/2024			Deposit	X	-SPLIT-	3,322.76		1,045,151.68
Deposit	06/30/2024			Interest	X	Investment income	527.26		1,045,678.94
Total First National Bank							50,460.27	48,925.12	1,045,678.94
TOTAL							50,460.27	48,925.12	1,045,678.94



Town of Fairview Transaction Detail By Account July 2023 through June 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Bill	04/18/2024	04182024		Perry Laney Septic Tank	Pump septic tank	300.00		25,526.36
Check	04/25/2024	Draft		Great American Financial Ser...	Copier	194.35		25,720.71
Bill	04/30/2024	5425878		Killingsworth Environmental	Pest Control	150.94		25,871.65
Bill	05/01/2024	05012024		Perry Laney Septic Tank	Pump out septic tank	300.00		26,171.65
Bill	05/01/2024	4760		FNB Commercial Credit Card	credit card payment	664.89		26,836.54
Bill	05/04/2024	1668		Taylor's Landscaping Service...	Lawn maintenance	610.00		27,446.54
Bill	05/14/2024	05142024		Teresa Clontz	Office cleaning	200.00		27,646.54
Bill	05/15/2024	05152024		Perry Laney Septic Tank	Septic tank pumping	300.00		27,946.54
Bill	05/22/2024	05212024		Union County Register of De...	Deed recording cost	26.00		27,972.54
Bill	05/24/2024	05242024		Perry Laney Septic Tank	Pump septic tank	300.00		28,272.54
Check	05/25/2024	Draft		Great American Financial Ser...	Copier	178.11		28,450.65
Bill	06/03/2024	1677		Taylor's Landscaping Service...	Lawn maintenance	480.00		28,930.65
Bill	06/11/2024	06112024		Perry Laney Septic Tank	Pump septic tank	300.00		29,230.65
Bill	06/11/2024			FNB Commercial Credit Card	Payment on credit card	923.79		30,154.44
Bill	06/13/2024	06132024		Union County Register of De...	Randy Early Order	26.00		30,180.44
Bill	06/17/2024	0186641-473...		WM Corporate Services	Garbage service	92.88		30,273.32
Bill	06/18/2024	5574331		Killingsworth Environmental	Pest control	150.94		30,424.26
Bill	06/21/2024	06212024		Perry Laney Septic Tank	Pump septic tank	300.00		30,724.26
Bill	06/24/2024	06242024		Taylor Stegall	Town Hall cleaning	100.00		31,024.26
Check	06/25/2024	Draft		Great American Financial Ser...	Copier	178.11		31,002.37
Bill	06/28/2024	1697		Taylor's Landscaping Service...		475.00		31,477.37
Total Office expense						31,477.37	0.00	31,477.37
TOTAL						31,477.37	0.00	31,477.37

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Accrual Basis

Town of Fairview Transaction Detail By Account July 2023 through June 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Park Maintenance								
Bill	07/11/2023	07112023		Jerry Clontz_	Reimburse park supplies	137.05		137.05
Bill	08/07/2023	1609		Taylor's Landscapin...	Lawn maintenace	2,102.50		2,239.55
Check	08/08/2023	104189		FNB Commercial Cr...	Park and office activity on CC	889.21		3,128.76
Bill	09/05/2023	1610		Taylor's Landscapin...	Monthly lawncare	1,787.50		4,916.26
Check	09/12/2023	104221		FNB Commercial Cr...	Credit card bill	53.61		4,969.87
Check	09/12/2023	104224		Jerry C. Clontz	supplies	352.97		5,322.84
Bill	09/26/2023	1617		Taylor's Landscapin...	September invoice	1,697.50		7,020.34
Check	10/10/2023	104253		FNB Commercial Cr...	payment on credit card	447.28		7,467.62
Check	10/11/2023	104256		Jerry Clontz_	Reimburse supplies	731.29		8,198.91
Bill	11/02/2023	1625		Taylor's Landscapin...	October bill	1,697.50		9,896.41
Check	11/14/2023	104272		FNB Commercial Cr...	Payment on credit card bill	53.61		9,950.02
Bill	12/05/2023	12052023		Gary Wilfong_	expense reimbursement	76.08		10,026.10
Bill	12/05/2023	1633		Taylor's Landscapin...	Landscaping	2,037.50		12,063.60
Check	12/12/2023	104319		FNB Commercial Cr...	credit card payment	138.20		12,201.80
Bill	01/08/2024	1636		Taylor's Landscapin...	landscaping	1,497.50		13,699.30
Check	01/09/2024	104364		FNB Commercial Cr...	Payment on credit card	531.08		14,230.38
Bill	02/05/2024	1639		Taylor's Landscapin...		1,497.50		15,727.88
Check	02/13/2024	104390		FNB Commercial Cr...	credit card bill	92.70		15,620.58
Bill	02/26/2024	02262024		Gary Wilfong_	Park maintenance	46.07		15,866.65
Bill	02/29/2024	02292024		Patricia Kindley_	Park maintenance	53.66		15,920.33
Bill	03/01/2024	1642		Taylor's Landscapin...	Park maintenance	1,337.50		17,257.83
Bill	03/24/2024	03242024		Gary Wilfong_	reimbursement	58.58		17,316.41
Bill	04/01/2024	4760		FNB Commercial Cr...	Payment on credit card	22.97		17,339.38
Bill	04/08/2024	1655		Taylor's Landscapin...	March maintenance	1,697.50		19,036.88
Bill	04/09/2024	04092024		Ed Humphries_	Reimbursement	50.84		19,087.72
Bill	04/09/2024	04092024		Gary Wilfong_	Park Supplies	49.29		19,137.01
Check	04/18/2024	104458		Team Turf	Fertilizer, etc	669.00		19,806.01
Bill	05/04/2024	1668		Taylor's Landscapin...	Lawn maintenance	1,697.50		21,503.51
Bill	05/14/2024	05142024		Gary Wilfong_	Park supplies	26.94		21,530.45
Bill	06/03/2024	1677		Taylor's Landscapin...	Lawn maintenance	1,687.50		23,217.95
Bill	06/04/2024	06042024		Gary Wilfong_	Park supplies	24.85		23,242.80
Bill	06/11/2024			FNB Commercial Cr...	Payment on credit card	852.26		24,095.06
Bill	06/28/2024	1697		Taylor's Landscapin...		1,607.50		25,702.56
Total Park Maintenance						25,702.56	0.00	25,702.56
TOTAL						25,702.56	0.00	25,702.56

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Town of Fairview Transaction Detail By Account July 2023 through June 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Festival expense								
Check	09/12/2023	104221		FNB Commercial Cre...	Credit card bill	151.95		151.95
Bill	09/16/2023	09162023		John Biggers_	Festival expense	84.45		236.40
Bill	10/03/2023	10032023		Jeff Campagna	Festival checks	172.00		408.40
Bill	10/03/2023	10032023		Rick Greene	Festival expense	600.00		1,008.40
Bill	10/03/2023	10032023		Union County Tractor...	Festival expense	500.00		1,508.40
Bill	10/03/2023	10032023		Todd Donaldson	Festival expense	140.00		1,648.40
Bill	10/04/2023	10042023		Pam Mower	Festival reimbursement	159.54		1,807.94
Bill	10/10/2023	10102023		Gary Wilfong_	Correction of amount owed to Gary	148.89		1,956.83
Check	10/10/2023	104255		Jimmy Huntley	DJ for festival	500.00		2,456.83
Check	10/31/2023	104258		Brian Minor	Fall Festival work	700.00		3,156.83
Bill	11/02/2023	11022023		Traci Price Ferguson	Supplies for Festival	95.32		3,252.15
Check	11/14/2023	104272		FNB Commercial Cre...	Payment on credit card bill	1,072.45		4,324.60
Check	11/14/2023	104290		Spencer L Thomas	Reimbursement of festival expens...	195.63		4,520.23
Check	12/12/2023					0.00		4,520.23
Check	12/12/2023	104319		FNB Commercial Cre...	credit card payment	596.97		5,117.20
Check	12/12/2023	104320		Allison Plyler	Festival reimbursement	277.53		5,394.73
Bill	12/21/2023	12212023		Holden Plyler	Festival - driving tractor	100.00		5,494.73
Bill	12/21/2023	12212023		Jeff Campagna	Festival Santa	250.00		5,744.73
Bill	12/21/2023	12212023		Grier Donaldson	Festival driver	80.00		5,824.73
Bill	12/21/2023	12212023		Todd Donaldson	Festival driver	80.00		5,904.73
Bill	12/21/2023	12212023		Carlton Brock	Festival set up, clean up, driver	540.00		6,444.73
Bill	12/21/2023	12212023		Donald Thomas	Festival setup, clean up, driver	590.00		7,034.73
Bill	12/21/2023	12212023		Brian Minor	Festival parking crew	500.00		7,534.73
Bill	12/21/2023	12212023		James Richard Penist...	Festival set up	60.00		7,594.73
Bill	12/21/2023	12212023		Ryan Wagoner Principi	Festival setup	60.00		7,654.73
Check	01/09/2024	104364		FNB Commercial Cre...	Payment on credit card	1,919.12		9,573.85
Bill	02/01/2024	819674		Briolive	Too Much Sylvia for June concert	1,250.00		10,823.85
Check	02/13/2024	104391		Ronald Thomas	Labor for festival	1,480.00		12,303.85
Check	03/12/2024	104423		Samuel Lucas Shaver	Festival worker	160.00		12,463.85
Check	03/31/2024	104451		Ronald Thomas	reimbursement for Festival expen...	82.64		12,546.49
Bill	05/22/2024	819675		Too Much Sylvia	Fairview Park, June 7, 2024	1,250.00		13,796.49
Check	06/11/2024	104514		Signs Now	advertising for Festival	473.65		14,270.14
Bill	06/18/2024	06182024		Mandi Maione	Music in the Park	300.00		14,570.14
Bill	06/18/2024	06182024		Joe Maione	Music in the Park	300.00		14,870.14
Bill	06/18/2024	06182024		Brian Minor	Music in the Park	300.00		15,170.14
Total Festival expense						15,170.14	0.00	15,170.14
TOTAL						15,170.14	0.00	15,170.14

Town of Fairview
 Park Budget versus Actual
 Grant 10441
 6/30/2024

	<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		2,616.16	2,616.16
Sales tax refund		1,316.03	1,316.03
Total income	250,000.00	253,932.19	3,932.19
Expenditures:			
Design and estimate	35,000.00	33,500.27	1,499.73
Walking trail	30,000.00	15,825.00	14,175.00
Other construction	185,000.00		
Install lights around pond		19,562.80	
Install receptacles around pond		26,000.00	
Tree removal		16,500.00	
Total expenditures	250,000.00	111,388.07	138,611.93

Town of Fairview
Transaction Detail By Account
 July 2021 through June 2024

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Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Capital Outlay - SCIF, Park								
Bill	06/24/2022	215667		Alfred Benesch & C...	Project 17000514.00	8,123.05		8,123.05
Bill	07/22/2022	218141		Alfred Benesch & C...	Master Plan Update for Park Grant	4,839.25		12,962.30
Bill	08/19/2022	220959		Alfred Benesch & C...	Master plan update	644.00		13,606.30
Bill	08/23/2022	08232...		Patricia Kindley_	Reimburse for open house for Pa...	45.00		13,651.30
Bill	09/15/2022	223239		Alfred Benesch & C...	Master Plan update	4,275.00		17,926.30
Bill	10/14/2022	226566		Alfred Benesch & C...	Master plan update	2,198.13		20,124.43
Bill	11/10/2022	228291		Alfred Benesch & C...	Master plan update	3,662.00		23,786.43
Bill	12/09/2022	231524		Alfred Benesch & C...	Update Master Plan	1,764.00		25,550.43
Bill	01/06/2023	233349		Alfred Benesch & C...	Master plan update	2,608.75		28,159.18
Bill	02/05/2023	236334		Alfred Benesch & C...	Master plan update and RTP gra...	2,254.00		30,413.18
Bill	03/03/2023	238866		Alfred Benesch & C...	RTP Grant assistance	2,535.09		32,948.27
Bill	03/08/2023	N4800...		Duke Energy_	1316.03 sales tax	19,562.80		52,511.07
Bill	03/29/2023	240819		Alfred Benesch & C...	RTP assistance	552.00		53,063.07
General Journal								
	06/30/2023				Record sales tax refund for 22-23		1,316.03	51,747.04
Bill	08/09/2023	6254...		Hinson Electric Inc.	Receptacles around pond at Park	26,000.00		77,747.04
Bill	09/12/2023	7553		Samson Tree LLC	Tree removal at Park	16,500.00		94,247.04
Bill	10/06/2023	419		T&J Land Maintenance...	Mulch out Walking trail	8,000.00		102,247.04
Check	02/13/2024	104389		Across Town Dump...	Clear out debris from Park	5,825.00		108,072.04
Bill	04/07/2024	518		T&J Land Maintenance...	Weedcat and remove trees	2,000.00		110,072.04
Total Capital Outlay - SCIF, Park								
TOTAL						111,388.07	1,316.03	110,072.04

Town of Fairview
 Park Budget versus Actual
 Grant 10442 Expires 06/30/2026
 6/30/2024

	Budget	Actual	Budget Variance
Income:			
Grant from OSMB	250,000.00	250,000.00	-
Interest income on Grant Funds		201.12	201.12
Total income	250,000.00	250,201.12	201.12
Expenditures:			
Site plan for stage area	30,000.00	9,160.00	20,840.00
Stage and site improvements	114,000.00		114,000.00
RTV for maintenance	22,000.00	21,456.75	543.25
Utility building for park	16,000.00	1,410.51	14,589.49
Parking improvements for Town Hall	53,000.00		53,000.00
Install HVAC unit at Town Hall	15,000.00		15,000.00
Total expenditures	250,000.00	32,027.26	217,972.74

12:12 PM

07/02/24

Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2021 through June 2024

16

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Capital Outlay, SCIF, Park 2							
Bill	04/16/2024	WG08...	Brooks Sales Inc.	RTV for park: grant 2	21,456.75		21,456.75
Bill	04/30/2024	V12X30	Better Built	Deposit on Building	1,410.51		22,867.26
Bill	06/17/2024	285285	Alfred Benesch & C...	Amphitheater Design project	9,160.00		32,027.26
Total Capital Outlay, SCIF, Park 2					32,027.26	0.00	32,027.26
TOTAL					32,027.26	0.00	32,027.26

JUNE 2024 PERMITS

Date	Ck#	Permit #	Type	Fee \$	Name	Address	Parcel #
6/4/2024	1022	Comp 24047	Comp	\$100	Helms-DuIn	Tesh Road	08156001c
6/4/2024	Web	comp 24048	Comp	\$100	Donald Coleman	339 Clontz Rd	08219006H
6/6/2024	Web	A 24 049	Roof	\$100	Bethehem Prtes Church	7608 Concord	8189010
6/11/2024	Web	MS 24050	Minor	\$275	Andy Helms	Blue Rock	8216004
6/11/2024	Web	A 24 051	Accessory	\$100	Cheryl Carpenter	9914 Windrow	8213126
6/13/2024	Web	UpFit 24052	Upfit	\$100	Taylor Moss	Mill Grove	08282019h
6/13/2024	Web	A 24 053	Pool	\$100	Chris Furr--Baucum	8911 Noah Helms Rd	08285030C
6/13/2024	N/A	Add 24 054	Room	N/A	Randy Early	6009 Sikes Mill Road	8087017
6/18/2024	Web	Add 24 055	Porch	\$100	Exterior-Joyce Anderson	406 E Old Dutch	08183005D
6/20/2024	Web	comp24 056	compl	\$100	Joyce	9524 Kerr Rd	08243003A
6/27/2024	Web	A 24 057	Accessory	\$100	Moss (Elite)	9701 Running Cedar	8210014
Total		11		\$1,175			

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**Town of Fairview
Fairview Park Facility Committee Meeting
June 13, 2024**

1. The following Fairview Park Facility Committee members were present: Kirk Ellison, Jane Link, Penny Love, Mike Medlin and Bill Riffle. Absent: Daniel Allen and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

2. **Invocation**

3. **Public Comments:** None

4. **Items of Business:**

4.A. **Update on Park Projects**

Teresa Gregorius provided the Committee with the following updates:

- Possibility of opening park pond to fishing with permit
- Fountain has been installed in the pond
- Bronze Statue has been donated in memory of Councilman Jerry Clontz and should be installed in September
- Park Sitework and Amphitheater update

5. **Approval of Minutes:** Regular Meeting - March 14, 2024

Bill Riffle made a motion to approve the March 14, 2024 minutes. Jane Link seconded the motion. Committee members Ellison, Link, Love, Medlin and Riffle voted yes (5-0).

6. **Adjournment**

Kirk Ellison made a motion to adjourn. Bill Riffle seconded the motion. Committee members Ellison, Link, Love, Medlin and Riffle voted yes (5-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Mike Medlin
Chairman

Approved this _____ day of _____ 2024

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**Town of Fairview
Planning Board Meeting
June 18, 2024**

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

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

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

2. Public Comments: None

3. Items of Business:

3.A. Review 'Table of Uses'

Ed Humphries reviewed various areas of the Table of Uses and asked the members to bring before the Board any additions that they thought would be beneficial to the town.

3.B. Future possible projects

- Hudson Brothers property is for sale
- Property at corner of Hwy. 218 and Hwy. 601
- Fire Department property in front of Park

4. Approval of Minutes:

Mike Medlin made a motion to approve the February 20, 2024 minutes. Rod Stephens seconded the motion. Board members Black, Buchanan, Medlin, Presley, Thomas, Rogers (Alt), Stephens (Alt) voted yes (7-0).

5. Adjournment - Chairman Buchanan adjourned the meeting

Respectfully submitted,

Teresa Gregorius
Town Clerk

Doug Buchanan
Chairman

Approved this _____ day of _____ 2024

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Town of Fairview



**Town of Fairview
Regular Town Council Meeting
June 11, 2024 @ 6:30 pm**

Meeting will be in the Fairview Town Hall Meeting Room

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

The following Council members were present: Mayor Gary Wilfong, Patricia Kindley, and Kerry Price. Absent: John Biggers and 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. Kerry Price seconded the motion. Council members Kindley and Price voted yes (2-0).

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.D. Fairview Park Event May Draft Minutes (*Report Accepted as Information*)
- 5.E. Fairview Park Facility May Draft Minutes (*No December Meeting*)
- 5.F. Planning Board May Draft Minutes (*No December Meeting*)
- 5.G. Approve Council Minutes for May 14, 2024

Kerry Price made a motion to approve the consent agenda. Patricia Kindley seconded the motion. Council members Kindley and Price voted yes (2-0).

6. Public Comments: None

7. Presentations: None

8. Items of Business:

8.A. Discuss Non-Conforming #NC 24 042 Request

Ed Humphries presented the non-conforming #NC 24 042 request from Warren Early to add a living room to his home at 6119 Sikes Mill Rd. The “non-conforming” aspect of the property is an accessory building in the rear of the property that does not meet the Land Use Ordinance setback requirements of 5 feet from the property line. The home and accessory building were built before the town was established. The Council discussed.

Mayor Opened Public Hearing

Public Comment: Robert Stegall spoke in favor of the special permit

Mayor Closed Public Hearing

“Finding of Fact”:

1. Kerry Price made a motion that the proposed special use will not materially endanger the public health or safety because adding the living room to the home will have no impact on the health or safety. Patricia Kindley seconded the motion. Council members Kindley and Price voted yes (2-0).
2. Patricia Kindley made a motion that the proposed special use will not substantially injure the value of adjoining or abutting property because will only improve the value of other properties. Kerry Price seconded the motion. Council members Kindley and Price voted yes (2-0).
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 this a residential area and residential improvements. Patricia Kindley seconded the motion. Council members Kindley and Price voted yes (2-0).
4. Patricia Kindley made a motion that the proposed special use will be in general conformity with the land use plan, thoroughfare plan, or other plan because the land use does not change. Kerry Price seconded the motion. Council members Kindley and Price voted yes (2-0).

Approval of Request:

Patricia Kindley made a motion to approve the Non-Conforming #NC 24 042 request from Warren Early to add a living room to his home at 6119 Sikes Mill Rd. The 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). Kerry Price seconded the motion. Council members Kindley and Price voted yes (2-0).

8.B. Discuss/Approve budget amendments for the 2023-2024 Budget

Darrell Baucom presented the 2023-2024 Budget Amendment 1 to the Council. The Council discussed.

Patricia Kindley made a motion to approve the 2023-2024 Budget Amendment 1. Kerry Price seconded the motion. Council members Kindley and Price voted yes (2-0).

8.C. Public Hearing on Proposed 2024-2025 Town Budget

Darrell Baucom presented the 2024-2025 town budget to the Council. The Council discussed.

**Mayor Opened Public Hearing
Budget for the Town of Fairview**

No Public Comments

Mayor Closed Public Hearing

8.D. Discuss/Adopt 2024-2025 Budget Ordinance for fiscal year and Update fees for Nuisance Ordinance and Picnic Shelter Rental

Darrell Baucom presented the 2024-2025 budget ordinance. Teresa Gregorius presented the updated fees for the Nuisance Ordinance and Picnic Shelter Rental (see Appendix A). The Council discussed.

Patricia Kindley made a motion to adopt the 2024-2025 Budget Ordinance and approve the updated fees as presented. Kerry Price seconded the motion. Council members Kindley and Price voted yes (2-0).

8.E. Discuss/Review Park Amphitheater Site Plan

Jon Wood, Senior Project Manager, Benesch, presented the site plan for the park amphitheater. The Council discussed. Mr. Wood was asked to give the

town an estimate for managing the site preparation in addition to the contract already in place for the site plan drawings/specs.

9. Council Comments:

Patricia Kindley stated that the fountain in the pond at the park looks nice and expressed her appreciation to Love Well & Pump Supply for donating the fountain.

Mayor Wilfong stated that he would like to Council to think about allowing fishing at the park and what policies and procedures they would like to put into place.

Mayor Wilfong called the Council into Closed Session

10. Closed Session: Statute 143-318.11 Section 85

Mayor Wilfong opened the regular Council meeting after the Closed Session

11. Adjournment

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

Respectfully submitted,

Teresa Gregorius
Town Clerk

Gary Wilfong
Mayor

Approved this _____ day of _____, 2024

APPENDIX A

NUISANCE ORDINANCE

PENALTY

In addition to the remedies provided for herein, an act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements shall subject the offender to a civil penalty of ~~\$50.00~~ \$100, which includes administrative fees. Each day any single violation continues shall be a separate violation. Penalties accrue from the date initially imposed in the Notice of Civil Citation and will continue without further notice, each day the offense continues, until the prohibited activity is corrected, ceased or abated. A violation of this Ordinance shall not constitute a misdemeanor pursuant to N.C.G.S. 14-4. If the offender fails to correct this violation by the prescribed deadline after being notified of said violation, the penalty may be recovered in a civil action in the nature of a debt.

PARK PICNIC SHELTER RENTAL

Current Fees: 4 hours – \$50 with additional \$50 returnable deposit
All Day – \$100 with additional \$50 returnable deposit

PROPOSED: 4 hours – \$75
All Day – \$200
NO deposits required

Re-Appoint
Planning Board
&
Fairview Park
Event Members

Discuss Fishing at Fairview Park Pond



FAIRVIEW NORTH CAROLINA

Fairview Park Fishing Permit

Date of Application: _____

Name of Applicant: _____

Applicant's Street Address: _____ City: _____ State: _____ Zip: _____

Cell Phone: _____ Email Address: _____

FAIRVIEW PARK RULES

1. All Fairview Park Rules as well as NC Fishing Laws apply
2. Fishing hours: 7:00 AM till 8:30 PM
3. A person **under** the age of 16 is not required to have a fishing license or town permit if they are accompanied by a licensed adult
4. Children under the age of 12 **must** be accompanied by an adult while fishing
5. One rod per person only
6. No net fishing allowed
7. No cleaning of fish on pond or park property – area must be cleaned of all trash etc. before leaving
8. No swimming or wading
9. No pets off leash -- Owner must clean up after pets
10. No polluting of the pond by any means will be allowed
11. No alcohol or illegal drugs of any kind allowed on Park property
12. The Town of Fairview reserves the right to revoke a town permit at any time for violating Park rules
13. All NC Fishing Laws & Regulations will be enforced to all persons using the park facilities

STAFF USE ONLY	
Permit Year:	_____
Permit #:	_____
Date Issued:	_____
Date Expires:	_____
Approved By:	_____

PERMIT FEES (YEAR PASS)

Individual Resident	\$20
Individual Non-Resident	\$30
Family – Resident	\$30
Family – Non-Resident	\$40

*****PERMITS ARE TO BE WITH YOU AT ALL TIMES WHILE AT PARK*****

I, the undersigned applicant, understand this permit allows for me, and listed names only to fish at the Fairview Park Pond until the expired date stated on the permit. All listed users agree to follow all Fairview Park Rules, NC Fishing Laws while on Park property. I understand that failure to follow any of the above may result in permits being revoked and other enforcement action taken, including, but not limited to, civil penalties, criminal prosecution and/or banned from the property, either temporarily or permanently. All listed users agree to release any and all liability from the Town of Fairview while on or using any park facilities.

Signature of Applicant

Printed Name of Applicant

Date

Printed Name of 2nd User _____ Age _____

Printed Name of 3rd User _____ Age _____

Printed Name of 4th User _____ Age _____

Fishing Permit
Revised 7/9/24

Town of Fairview
7516 Concord Hwy., Monroe, NC 28220 (704-753-1981)
tgregorius@fairviewnc.gov

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FISHING RULES

FAIRVIEW PARK

Fishing at Fairview Park Pond is subject to the following rules and regulations:

Individuals who are fishing must follow all Rules and Regulations established by the North Carolina Wildlife Resources Commission. For more information visit the following website for more info: <http://www.eregulations.com/northcarolina/hunting-fishing/-inland-fishing-regulations> or <http://www.ncwildlife.org>

- All NC Fishing Laws & Regulations will be enforced to all persons using the park facilities.
- Anyone over the age of 16 must have a fishing permit issued by the Town of Fairview and any required North Carolina fishing permit. Anyone under the age of 16 is not required to have a fishing permit but must be accompanied by an adult while fishing.
- The Town issues permits at Town Hall during normal business hours, Tuesdays and Thursdays from 9:00 am to 3:00 pm.
- Permit fees are set by Town Council.
- No pets off leash -- Owner must clean up after pets
- No polluting of the pond by any means will be allowed
- No alcohol or illegal drugs of any kind allowed on Park property
- Only one rod per person may be used at any time.
- No net fishing allowed
- Fishing is allowed only during Fairview Park hours (7:00 AM – 8:30 PM).
- No floatation devices of any type are allowed on the pond.
- No swimming or wading in the pond.
- All tackle and bait, including fishing line, must be cleaned up, area must be cleaned of all trash etc. before leaving
- For fish that cannot be kept, good catch and release fishing techniques should be used. The chances that released fish will survive will be increased greatly if they are landed quickly, handled little (if at all) and kept in the water while the hook is removed using a de-hooker.
- The Town of Fairview reserves the right to revoke a town permit at any time for violating Park rules



Fairview Fishing License

Name:	Jerry Clontz	
Address:	8218 Unionville Brief Rd	
Permit #/Fee:	#0001	\$30
Date Issued:	July 1, 2024	
Date Expired:	June 30, 2025	

Discuss Rental House Air/Heat Pump



Zone:

Proposal Overview **Additional Details**

Name:
Michael Wilfong

Site Address:
7304 Concord Highway , Monroe , NC , 28110
Ph: 7046210922

Billing Address:
105 East North Main Street , Waxhaw , NC , 28173
Ph: 7046210922

Consultant:
Justin Carpenter

Email:
jcarpenter@byrumhvac.com

Cell Phone:
Ph: (704) 320-8013

\$0.00(Months)
MONTHLY INVESTMENT

\$8521.91
NET INVESTMENT AFTER CREDITS & REBATE

Investment Type :Cash/Check

Base System (\$)	\$8521.91
Optional Items (\$)	\$0.00
Instant Rebate Total (\$)	\$0
Sales Tax 0%	\$0.00

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Zone:

Proposal Overview **Additional Details**

Name:
Michael Wilfong

Site Address:
7304 Concord Highway , Monroe , NC , 28110
Ph: 7046210922

Billing Address:
105 East North Main Street , Waxhaw , NC , 28173
Ph: 7046210922

Consultant:
Justin Carpenter

Email:
jcarpenter@byrumhvac.com

Cell Phone:
Ph: (704) 320-8013

\$0.00(Months)
MONTHLY INVESTMENT

\$8905.55
NET INVESTMENT AFTER CREDITS & REBATE

Investment Type :Cash/Check

Base System (\$)	\$8905.55
Optional Items (\$)	\$0.00
Instant Rebate Total (\$)	\$0
Sales Tax 0%	\$0.00

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