Town Council Members

Valerie Coffey – 2019 ~ Jerry Countryman – 2017 ~ Lundeen Cureton – 2019

Janet Crit3 – 2017 ~ Bettylyn Krafft – 2017

Town of Mineral Springs Mineral Springs Town Hall 3506 S Potter Road ~ Mineral Springs Town Council Organizational Meeting / Regular Meeting December 14, 2017 ~ 7:30 PAI

Agenda

1. <u>Opening</u>

The meeting will be called to order, an invocation will be delivered and the Pledge of Allegiance will be recited.

2. <u>Organizational Meeting</u>

- A. Reading of votes from the regular election held on Tuesday, November 7, 2017.
- B. Administration of Oath of Office to Mayor and Council Members.
- C. Nomination/appointment of Mayor Pro-Tempore; the new Mayor Pro-Tempore will additionally take the Oath of Office for that office.

3. Public Comments

The town council will hear comments from members of the public on any matters of interest to them during this ten-minute period.

4. Consent Agenda

- A. November 9, 2017 Regular Meeting Minutes
- B. October 2017 Tax Collector's Report
- C. October 2017 Finance Report

5. Consideration of City and County Clerks Institute and Academy

The council will consider authorizing the town clerk to attend the City and County Clerks Institute and Academy in January of 2018.

6. <u>Consideration of Mayor/Councilmembers Attending the Essentials of Municipal</u> Government

The council will consider authorizing the mayor and/or councilmembers to attend one of the Essentials of Municipal Government seminars.

7. Staff Updates

The staff will update the council on any developments that may affect the town.

8. Other Business

9. Adjournment

Town of Mineral Springs Town Hall 3506 S. Potter Road Town Council Regular Meeting November 9, 2017~ 7:30 PM

Minutes Draft

The Town Council of the Town of Mineral Springs, North Carolina, met in Regular Session at the Mineral Springs Town Hall, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, November 9, 2017.

Present: Mayor Frederick Becker III, Mayor Pro Tem Peggy Neill, Councilwoman Valerie

Coffey, Councilman Jerry Countryman, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Councilwoman Bettylyn Krafft, Town Clerk/Zoning Administrator Vicky Brooks and Deputy Town Clerk/Tax Collector

Janet Ridings.

Absent: Attorney Bobby Griffin.

Visitors: Dedtreia Eason.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of July 14, 2016 to order at 7:32 p.m.

1. Opening

- Councilwoman Neill delivered the invocation.
- Boy Scout Troop 18 led the Pledge of Allegiance.

2. Public Comments

• Dedtreia Eason – 2105 Billy Howey Road.

3. Consent Agenda

- Councilwoman Neill made a motion to approve the consent agenda as presented containing the following:
 - A. October 12, 2017 Regular Meeting Minutes
 - B. September 2017 Tax Collector's Report
 - C. September 2017 Finance Report

and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

Ayes: Coffey, Critz, Countryman, Cureton, Krafft and Neill

Nays: None

4. <u>2018 Town Hall Holiday Schedule</u>

- Mayor Becker noted Ms. Brooks provided the council with the 2018 Holiday Schedule at the very back of the agenda packet. Mayor Becker asked Ms. Brooks how the Christmas holiday was working this year; do we take off the entire week? That would be on the 24th, 25th and 27th we would be closed on the regular office hour days, so it's the whole week? Everything else is pretty much normal, right? Do we do Veteran's Day this year (are we closed on Monday)? Ms. Brooks responded, "no, we are not closed on Monday". Mayor Becker asked that won't happen this year? Ms. Brooks responded, "right". Mayor Becker commented "but in 2018 we will be closed for the day".
- Councilwoman Coffey made a motion to approve the 2018 Holiday Schedule as presented and Councilwoman Critz seconded. The motion passed unanimously as follows:

Ayes: Coffey, Countryman, Critz, Cureton, Krafft and Neill

Nays: None

5. Staff Reports

 Mayor Becker announced he got the first draft of the audit reports back from Kendra Gangal (the auditor) and he had given her some additional information on contributions to the Local Government Employees Retirement System for 2013 and 2014, because the LGC requires her to go back several years beyond from when she started, so she is working on that and in the next few days she should be done with that.

6. Other Business

- Councilman Countryman asked about the holiday schedule for getting our decorations and things up. Ms. Brooks responded they were going up the week of Thanksgiving.
- Mayor Becker reminded the council of the spelling bee one week from tonight at Siler Church in Wesley Chapel at 6:00 p.m. This is the Literacy Council of Union County Annual Spelling Bee fundraiser. The "Mineral Stings" only has one member right now and we need two more. It is an adult spelling bee, so they need to be 18 or older and we would prefer a Mineral Springs resident. If anybody knows somebody who can help Mayor Becker, otherwise he well be beating the bushes for a speller to help compete on his team. Councilwoman Neill offered Mayor Becker could put her down to help; she is a fairly good speller. Councilwoman Critz offered Mr. Critz if they returned from picking up "Eva" in time.
- Mayor Becker announced the Catawba Lands Conservancy and Carolina Thread Trail have finalized the date for the first co-sponsored work day and nature hikes at the trail. It is going to be on a Friday, so that conflicts with school for some people and work for some. It's a Friday morning trail work day, set up is at 8:30 a.m., so people should get to the trailhead at 6214 McNeely Road at 9:00 a.m. on December 1st. There will be some trail work sponsored by their experts, just routine maintenance and then they are going to do a guided nature hike after lunch, which they will be providing for the workers and participants. Mayor Becker suggested that Ms. Brooks could get the word out on the town website to spread the information, since there will be no newsletter in the near future. Councilwoman

Krafft asked if there was a PDF that could be put on "Put Mineral Springs on the Map". Mayor Becker responded right now you can go to the Thread Trail website, because they actually have a sign-up process. Mayor Becker will get together with Ms. Brooks and put whatever they can on our website and on the Mineral Springs Facebook page. Councilwoman Critz asked about putting a little blip in the Enquirer-Journal. Mayor Becker responded we might be able to get them to just do it as a community event, which wouldn't cost the town anything. Mayor Becker stated he would definitely contact them and he would post a link on "Land of the Waxhaws", because it gets a lot of readers.

7. Adjournment

 Councilwoman Critz made a motion to adjourn and Councilwoman Coffey seconded. The motion passed unanimously as follows:

Ayes: Coffey, Critz, Countryman, Cureton, Krafft and Neill

Nays: None

- The meeting was adjourned at 7:42 p.m.
- The next regular meeting will be on Thursday, November 9, 2017 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:		
Vicky A. Brooks, CMC, NCCMC, Tow	n Clerk	Frederick Becker III, Mayor

OCTOBER 2017 TOWN OF MINERAL SPRINGS PERCENTAGE REPORT

OCTOBER 31, 2017 REGULAR TAX	2017	2016	2015	2014	2013	2012
BEGINNING CHARGE	64,094.46	61541.45	62154.4	64,340.51	64,896.71	66,096.20
TAX CHARGE		-				
PUBLIC UTILITIES	1,475.12					
DISCOVERIES						
NON-DISCOVERIES					0.76	
ABATEMENTS	(3.85)	(2.16)		(1.96)	(3.47)	(1.37)
TOTAL CHARGE	65,565.73	61,539.29	62,154.40	64,338.55	64,894.00	66,094.83
BEGINNING COLLECTIONS	5,652.46	60957.71	61801.27	64,055.70	64,710.46	66,014.59
COLLECTIONS - TAX	8,740.79	15.03		2.11	0.33	
COLLECTIONS - INTEREST	-	0.48		1.27	(0.33)	
TOTAL COLLECTIONS	14,393.25	60,972.74	61,801.27	64,057.81	64,710.79	66,014.59
BALANCE OUTSTANDING	51,172.48	566.55	353.13	280.74	183.21	80.24
PERCENTAGE OF REGULAR	21.95%	99.08%	99.43%	99.56%	99.72%	99.88%
COLLECTION FEE 1.5 %	131.11	0.23	-	0.05	-	-

Mineral Springs Prior Years Property Tax Report Octcober 2017

October 31, 2017	2011	2010	2009	2008	
BEGINNING CHARGE	\$64,878.42	\$64,737.60	\$63,911.13	\$65,443.06	
PUBLIC UTILITIES	\$1,319.20	\$1,251.60	\$1,218.28	\$1,112.42	
MINIMAL RELEASES	(\$145.21)	(\$152.88)	(\$157.18)	(\$158.76)	
DISCOVERIES	\$61.82	\$321.61	\$46.46	\$46.72	
ABATEMENTS (RELEASES)	(\$301.25)	(\$473.88)	(\$136.74)	(\$1,329.47)	
TOTAL CHARGE	\$65,812.98	\$65,684.05	\$64,881.95	\$65,113.97	
PREVIOUS COLLECTIONS	\$65,713.22	\$65,589.57	\$64,756.19	\$65,036.75	
PREVIOUS BALANCE DUE	\$99.76	\$94.48	\$125.76	\$77.22	\$397.22
COLLECTIONS - TAX					\$0.00
COLLECTIONS - INTEREST/FEES					\$0.00
GROSS MONTHLY COLLECTIONS					\$0.00
MISC. ADJUSTMENTS					
TOTAL TAX COLLECTED TO DATE	\$65,713.22	\$65,589.57	\$64,756.19	\$65,036.75	_
BALANCE OUTSTANDING	\$99.76	\$94.48	\$125.76	\$77.22	\$397.22
PERCENTAGE COLLECTED	99.85%	99.86%	99.81%	99.88%	

Mineral Springs Unpaid Property Taxes - Real and Personal as of October 31, 2017

Name	Tax Map Number	2011	2010	2009	2008	Total
BOND, CELESTE B	06054063			\$27.92		
CAROLINA STREET SUPPLY	50103059		\$6.88			
CAROLINA STREET SUPPLY, SHEPPARD JONATHAN	848391	\$6.88				
COOMBER CUSTOM MASONRY LLC	1812652	\$10.44				
D'AMICO, JAMES L	06054024	\$27.68	\$27.68	\$27.68		
DUNCAN, ROBERT W	50100863			\$2.63		
ELLIOTT, JAMES EDWARD & MARIO JAMES ELLIOTT &	06060006E	\$24.00	\$24.00	\$24.00	\$24.00	
EPIC REALTY GROUP INC	50094704			\$10.46	\$9.10	
FATHER & SON PAINTERS	50093623		\$2.41	\$2.09		
HERRON ENTERPRISES INC	50071162				\$8.78	
HOWARD, ULYSESS	05033036	\$9.43	\$9.43	\$9.43	\$9.35	
MATHENY, VERNA	455325	\$2.22				
METHENY, VERNA	50094323		\$2.22	\$2.44		
ROBERTO BONILLA CUSTOM FRAMING	50104497		\$2.75			
WAXHAW ALL TILE	50099231				\$6.88	
WILLIAMS, RUTH & HUSBAND J C WILLIAMS	05033179	\$19.11	\$19.11	\$19.11	\$19.11	
al		\$99.76	\$94.48	\$125.76	\$77.22	\$397.22

Tuesday, November 21, 2017 Page 1 of 1

Agenda Item
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12/14/17

Town of Mineral Springs

FINANCE REPORT October 2017

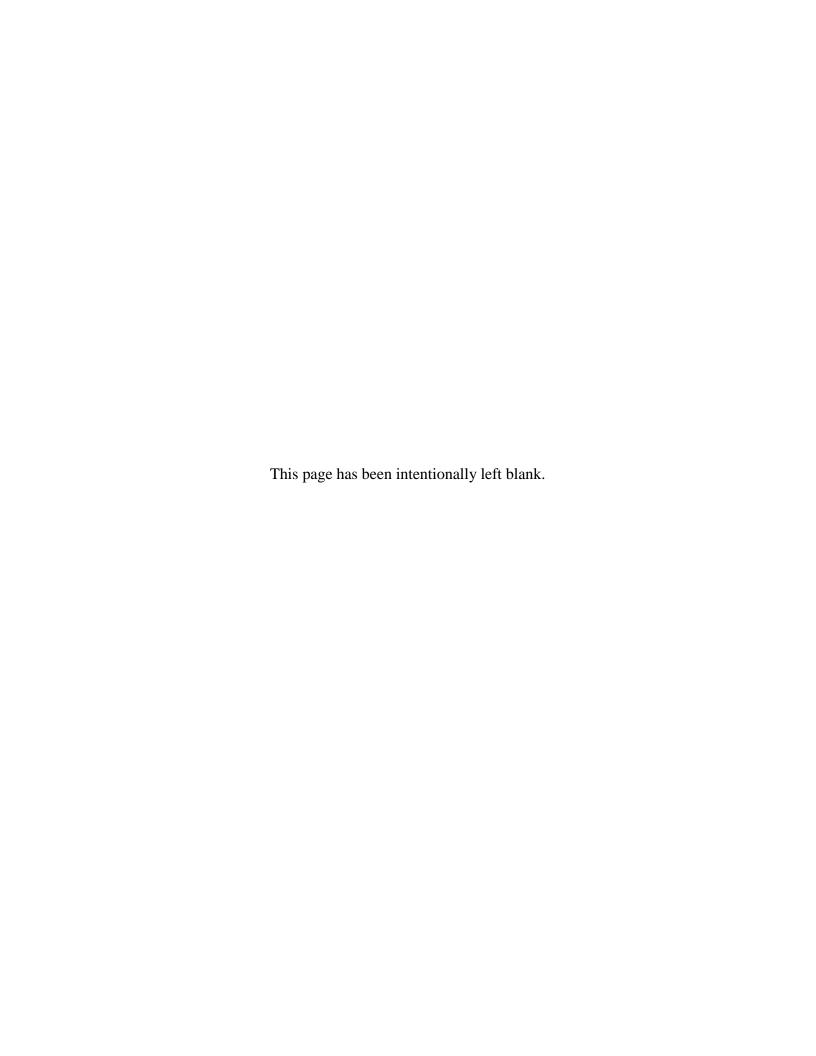
Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

December 14, 2017



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TOTAL TRANSFERS	0.00
OVERALL TOTAL	-74,963.09

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TOTAL Cash and Bank Accounts	665,471.99	665,132.92	632,592.80	619,980.28	666,502.97	650,758.03
Other Assets						
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TOTAL Other Assets	0.00	61,486.68	58,710.03	57,029.98	0.00	0.00
TOTAL ASSETS	665,471.99	726,619.60	691,302.83	677,010.26	666,502.97	650,758.03
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TOTAL Other Liabilities	21,887.76	22,786.24	21,887.76	21,887.76	21,887.76	21,887.76
TOTAL LIABILITIES	21,887.76	22,786.24	21,887.76	21,887.76	21,887.76	21,887.76
OVERALL TOTAL	643,584.23	703,833.36	669,415.07	655,122.50	644,615.21	628,870.27

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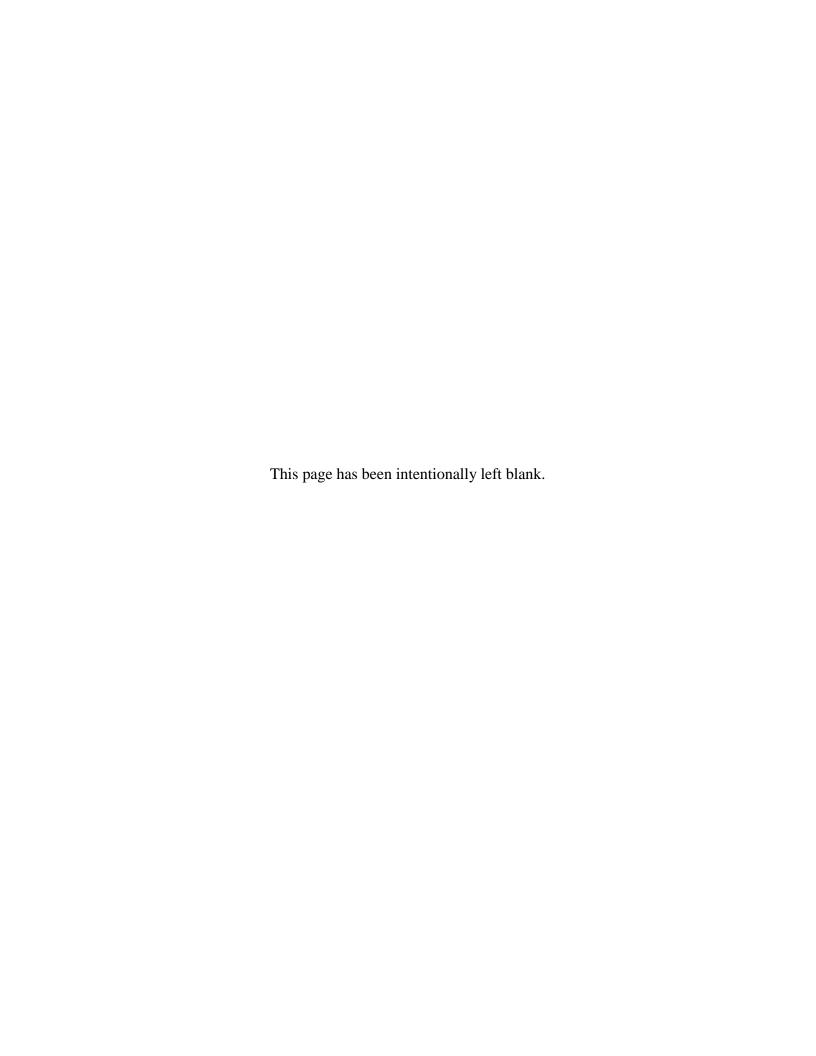
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10/1/2017 - 10/	31/2017						-15,878.66
					TOTAL INFLOWS		4,392.63
					TOTAL OUTFLO		-20,271.29

NET TOTAL -15,878.66

October 2017 Revenue Details



NC Sales & Use Distribution

August 2017 Collections Summary

MUNICIPALITY	ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ART 44 *524	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
UNION (AD VALOREM)										
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DATE 9/29/17 TIME 16:34:37 USER PHH

UNION COUNTY COLLECTIONS BY RGCD/REV UNIT/YR-DATE RANGE DEPOSIT DATE RANGE: 9/01/2017 THRU 9/30/2017 REPORT GROUP: 100 REAL AND PERSONAL REVENUE UNIT: 990 TOWN OF MINERAL SPRINGS

PAGE 29 PROG# CL2138

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST	TOTAL COLLECTED	COMMISSION	NET OF COMMISSION	
2012	9.66		4.25	13.91	.21	13.70	
2013	9.66		3.38	13.04	.20	12.84	
2014	11.94		2.54	14.48	.22	14.26	
2015	3.99		.58	4.57	.07	4.50	
2016	60.65		4.16	64.81	.97	63.84	
2017	1,722.46	1.37		1,723.83	25.86	1,697.97	
TOTAL		1.37	14.91	1,834.64	27.53	1,807.11	

County of Union, Monroe, NC 28112

Invoice Date	Invoice Number	Descripti	on		Invoice Amount
10/05/2017	100.1-17/09	Tax/Fee/Int - SEP17			\$1,807.11
			•		
Vendor N	lo.	Vendor Name	Check No.	Check Date	Check Amount
10870) TOW	N OF MINERAL SPRINGS	00052202	10/06/2017	1,807.11



County of Union

500 North Main Street Monroe, North Carolina 28112 Vendor Number Check Date Check Number 10870 10/06/2017 00052202

Check Number:

00052202

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

\$1,807.11

Pay One Thousand Eight Hundred Seven Dollars and 11 cents ******

TOWN OF MINERAL SPRINGS PO BOX 600 MINERAL SPRINGS NC 28108

EFT COPY NON-NEGOTIABLE

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10870 00052202

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS PO BOX 600 MINERAL SPRINGS NC 28108

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No A/P Totals

Totals

Refund

17,697.17 17,323.52

Billing Cost..... Credit Card Cost... Debit Card Cost...

Amounts-----

_____User Keyed Interest Amount..

379,578.60

OCT BE 2812

County of Union, Monroe, NC 28112

Invoice Date	Invoice Number 03-NCVTS	Description NCVTS REFUNDS FOR THE MONTHS O	on		Invoice Amount
10/18/2017 180	04-NCVTS	NCVTS REFUNDS FOR THE MONTHS O			-\$7.91 -\$1.31 \$606.56
10/18/2017 VT	FN1709-1	Cash Recvd NCVTS SEP/17			\$606.56
Vendor No.		Vendor Name	Check No.	Check Date	Check Amount
10870	TOW	N OF MINERAL SPRINGS	00052456	10/23/2017	597.34



County of Union

500 North Main Street Monroe, North Carolina 28112 Vendor Number Check Date Check Number 10870 10/23/2017 00052456

Check Number:

00052456

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

\$597.34

Pay Five Hundred Ninety Seven Dollars and 34 cents ******

TOWN OF MINERAL SPRINGS PO BOX 600 MINERAL SPRINGS NC 28108

EFT COPY NON-NEGOTIABLE

AP



10870 00052456

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS PO BOX 600 MINERAL SPRINGS NC 28108



City and County Clerks Academy and Institute

Durham, NC - Click here to register for this course offering January 17, 2018

Durham, NC - Click here to register for this course offering January 17, 2018

Durham, NC - Click here to register for this course offering January 18 - 19, 2018



Overview



Register



Materials



Durham, NC

Dates

January 17

Location

Sheraton Imperial Hotel & Convention Center 4700 Emperor Blvd. Durham, NC 27703

- View Cancellation Policy
- View Hotel Information
- View Additional Information

2018 New Clerks Academy and Institute

\$175.00

Purchase

Add to Calendar

Durham, NC

Dates

January 17

Location

Sheraton Imperial Hotel & Convention Center 4700 Emperor Blvd.
Durham, NC 27703

- View Cancellation Policy
- View Hotel Information
- View Additional Information

2018 Master Clerks Academy I (for Seasond Clerks or New Clerks that have completed the New Clerks Academy and Institute.

\$200.00



Add to Calendar

Durham, NC

Dates

January 18 - 19, 2018

Location

Sheraton Imperial Hotel & Convention Center 4700 Emperor Blvd.
Durham, NC 27703

- View Cancellation Policy
- View Hotel Information
- View Additional Information

Sheraton Imperial Hotel Estimated total for stay:

\$381.36

Estimated Mileage

Reimbursement:

\$205.00

Total Fee for 2018 Academy:

\$475.00

Estimated total cost:

\$1,061.36

2018 Master Clerks Academy II is for New and Seasond Clerks

\$275.00

📜 Purchase

🛱 Add to Calendar



Essentials of Municipal Government and LeaderShop for Veteran Elected Officials

Hickory, NC - Click here to register for this course offering January 11 - 12, 2018

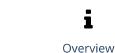
Chapel Hill, NC - *Click here to register for this course offering*January 25 - 26, 2018

Sunset Beach, NC - Click here to register for this course offering February 16 - 17, 2018

Asheville, NC - Click here to register for this course offering February 22 - 23, 2018

Greenville, NC - Click here to register for this course offering March 9 - 10, 2018

Essentials of Municipal
Government 2 Day ONLY
\$225.00
Regional LeaderShop ONLY
\$125.00
COMBO Essential of Municipal
Government and Regional
LeaderShop
\$225.00









This course is sponsored by **North Carolina League of Municipalities** .

Registration is open.

After the November elections, UNC School of Government and the North Carolina League of Municipalities jointly hold a two-day conference in five locations across the state for newly elected officials, veteran elected officials and their managers.

Below are details for the 3 different registration options for this two day program.



- 1. **Essentials of Municipal Government** (both days): The first day focuses on newly elected officials, but entire boards and managers are encouraged to attend together. The second day is about working together as a board. **Includes:** Handbook for NC Mayors and Council Members, Days One and Two of Essentials, state-mandated ethics training, and Budgetopolis—a budget simulation.
- 2. LeaderShop for Veteran Elected Officials (1st day only): 2018 Topic: Leading Change in Your Community and Region. This program is open to both county and municipal veteran elected officials and their managers. Includes: the one day LeaderShop on Leading Change, and mandated ethics training. Does <u>NOT</u> include Day Two of Essentials, the Handbook for NC Mayors and Council Members, or the Budget Simulation.
- 3. Combination Course (both days) LeaderShop for Veteran Elected Officials: Leading Change, PLUS Day two of Essentials of Municipal Government

This program is open to municipal veteran elected officials and managers. Day one is the Leadershop for Veteran Elected Officials: Leading Change. Day two in Essentials focuses on working together as a board. **Includes:** *LeaderShop—Leading Change, Handbook for NC Mayors and Council Members*, state-mandated ethics training, and *Budgetopolis*—a budget simulation

LeaderShop: During this two-day Essentials of Municipal Government, we also offer a one-day LeaderShop for Veteran Elected Officials. This LeaderShop is open to both county and municipal veteran elected officials and their managers. This year's topic is "Leading Change in Your Community and Region". Local governments can't solve complex public problems alone. Planning for safe and adequate water supplies, growing local economies, and even finding efficiencies in service delivery are issues that transcend jurisdictional or organizational boundaries. No one organization has the power, resources, or ability to tackle these issues without involving others. Please join us for an engaging workshop where you will learn how to extend your leadership to move beyond influencing issues within your city/county organization to influencing change in the broader community and region. You will learn what it means to have a collaborative mindset; how to frame issues for broad appeal and support; ways to convene stakeholder groups; and how to formulate strategies that generate action and accountability for moving joint initiatives forward.

A note on ETHICS TRAINING: The Ethics session taught during the above conference satisfies the 2 hour state mandated Ethics Training for local elected officials. If you would like to see online opportunities to take the 2 hours of Ethics training, please click on the ethics training opportunities on the right side of this page.

To **Register** and get **hotel** and **meeting location** information, click on the 5 offerings above.

Materials are located under the **Materials** tab.

EMG or the Combination program is 18 LELA credits. The Veteran Workshop is 6 LELA credits.

LEAD FACULTY

