

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

Agenda

1. **Opening**
The meeting will be called to order, an invocation will be delivered and the Pledge of Allegiance will be recited.
2. **Public Hearing – Proposed Nuisance Ordinance**
3. **Consideration of Adopting the Proposed Nuisance Ordinance and Contract with N•Focus Planning & Design, LLC to Provide the Service of Code Enforcement**
The council will consider adoption of the Proposed Nuisance Ordinance. If adopted, the council will consider approving the service agreement with N•Focus to implement the enforcement of the Nuisance Ordinance.
4. **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.
5. **Consent Agenda**
 - A. February 9, 2017 Regular Meeting Minutes
 - B. January 2017 Tax Collector's Report
 - C. January 2017 Finance Report
6. **Consideration of Appointing Planning Board Members**
The council will consider appointing three new planning board members.
7. **Presentation by Artists Music Guild**
Dr. David L. Cook will make a brief presentation for Artists Music Guild and request funding.
8. **Consideration of a Purchasing a Steeplechase Advertisement**
The council will consider authorizing the purchase of a Steeplechase advertisement in the 2017 Steeplechase brochure.
9. **Consideration of Approval for Taylor and Sons to Add Pine Straw to the Downtown Park**
The council will consider approving a dollar amount for Taylor and Sons to add pine straw to the Downtown Park.

10. **Consideration of the Deer Urban Archery Season Renewal**

The council will consider renewing the town's participation in the Deer Urban Archery Season.

11. **Staff Updates**

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

12. **Other Business**

13. **Adjournment**

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE ENACTING THE REGULATION OF
PUBLIC NUISANCE CONDITIONS, PRIVATE PROPERTY
O-2017-01**

WHEREAS, Article 8 of Chapter 160A of the North Carolina General Statutes, N.C.G.S. 160A-174, et seq., delegates to municipalities the authority to exercise the general police power; and

WHEREAS, Article 8 of Chapter 160A of the North Carolina General Statutes, N.C.G.S. 160A-193, authorizes municipalities to summarily remedy, abate or remove public health nuisances; and

WHEREAS, the Town Council of the Town of Mineral Springs finds that it is in the public interest to enact an Ordinance to establish requirements for regulating Public Nuisance Conditions; and

WHEREAS, the Town Council of the Town of Mineral Springs, after due notice, conducted a public hearing on the 9th day of March 2017, upon the question of enacting this ordinance in this respect.

THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINERAL SPRINGS, NORTH CAROLINA:

PART ONE. That an Ordinance entitled “Public Nuisance Conditions, Private Property”, of the Town of Mineral Springs, North Carolina, is hereby written and enacted to read as follows:

“PUBLIC NUISANCE CONDITIONS, PRIVATE PROPERTY

Section (A) Administration.

For the purpose of this Ordinance, the term "nuisance" shall mean or refer to any condition or any use of property or any act or omission affecting the condition or use of property which threatens or is likely to threaten the safety of the public; adversely affects the general health, happiness, security or welfare of others; or, is detrimental to the rights of others to the full use of their own property and their own comfort, happiness and emotional stability because of decreased property values and the unsightliness and decreased livability of neighborhoods.

Section (B) Declaration of Public Nuisance

The following enumerated and described conditions, or any combination thereof, are hereby found, deemed, and declared to constitute a detriment, danger and hazard to the health, safety, morals and general welfare of the inhabitants of the Town. They are hereby found, deemed and declared to be public nuisances wherever the conditions

may exist within the corporate limits as now or hereafter established. The creation, maintenance or failure to abate any nuisances is hereby declared unlawful:

1. Any accumulation of trash, garbage, food waste and other trash which is the result of the absence of, or overflowing of, or improperly closed trash or garbage containers, that attracts or is likely to attract mice & rats, flies & mosquitoes or other pests.
2. An open place, collection, storage place or concentration of combustible items such as mattresses, boxes, paper, automobile tires & tubes, garbage, trash, refuse, brush, old clothes, rags or any other combustible materials collection, which are threatening to cause a fire hazard.
3. Any weeds or other vegetation having an overall height of more than twenty-four (24) inches above the surrounding ground, provided that the following shall not be considered to be a part of this condition: trees and ornamental shrubs; cultured plants; natural vegetation on undeveloped property that is not a threat to the character of surrounding properties; and flowers and growing & producing vegetable plants, including hay production.
4. An open storage place for old worn out, broken or discarded machinery, car parts, junk, tire rims, furniture, stoves, refrigerators, appliances, cans & containers, household goods, plumbing or electrical fixtures, old rusty metal, fencing materials or other similar materials.
5. A collection place for lumber, bricks, blocks, nails, building hardware, roofing materials, scaffolding, masonry materials, electrical supplies or materials, plumbing supplies or materials, heating & air conditioning supplies or materials or any other type of old or unusable building supplies (especially those with nails, staples or sharp objects and edges) unless such conditions are temporary in nature and caused by a current construction project in progress pursuant to a lawfully issued building permit. Exception: In any case where the conditions identified in this subsection are located in the rear yard and entirely concealed from public view from a public street and/or abutting premises by an acceptable barrier such as a wall, a privacy fence, or vegetative barrier providing for complete concealment of the conditions and where such conditions do not cause further violation of any other subsection as described herein Section (B). Further, the storage of such materials, supplies, equipment, and similar items inside a completely enclosed building will not be considered in violation of this ordinance. The Code Administrator shall have the authority to determine whether such concealment is adequate as required by this provision.
6. Any building or other structure which has been burned, partially burned or otherwise partially destroyed and which is unsightly or hazardous to the safety of any person, is a continuing fire hazard or which is structurally unsound to the extent that the Code Administrator or his designee can reasonably determine that there is a likelihood of personal or property injury to any person or property entering the premises.
7. Nuisance vehicle: A vehicle on public or private property that is determined and declared to be a health or safety hazard, a public nuisance, and unlawful, including a vehicle found to be:

- a) A breeding ground or harbor for mosquitoes, other insects, rats or other pests; or
- b) A point of heavy growth of weeds or other noxious vegetation which exceeds twenty-four (24) inches in height; or
- c) In a condition allowing the collection of pools or ponds of water; or
- d) A concentration of quantities of gasoline, oil, or other flammable or explosive materials as evidenced by odor; or
- e) An area of confinement which cannot be operated from the inside, such as, but not limited to, trunks or hoods; or
- f) So situated or located that there is a danger of it falling or turning over; or
- g) A collection of garbage, food waste, animal waste, or any other rotten or putrescent matter of any kind; or
- h) One which has sharp parts thereof which are jagged or contain sharp edges of metal or glass; or
- i) Any other vehicle specifically declared a health & safety hazard and a public nuisance by the Code Administrator.

Section (C) Complaint; Investigation of Public Nuisance

1. When any condition in violation of this ordinance is found to exist, the Code Administrator or such persons as may be designated by the Town Council shall give notice to the owner of the premises to abate or remove such conditions. Such notice shall be in writing, shall include a description of the premises sufficient for identification and shall set forth the violation and state that, if the violation is not corrected prior to a specified date, (no sooner than 10 calendar days after the notice is mailed and/or affixed to the property), the Town may proceed to correct the same as authorized by this ordinance. Service of such notice shall be by any one of the following methods.

(a) By delivery to any owner personally or by leaving the notice at the usual place of abode of the owner with a person who is over the age of sixteen (16) years and a member of the family of the owner.

(b) By depositing the notice in the United States Post Office addressed to the owner at his last known address with regular mail postage prepaid thereon.

(c) By posting and keeping posted, for ten (10) days, a copy of the notice, in placard form, in a conspicuous place on the premises on which the violation exists, when notice cannot be served by method (a) and (b).

2. Where the enforcement official of the Town determines that the period of time stated in the original warning citation is not sufficient for abatement based upon the work required or consent agreement, the enforcement official may amend the warning citation to provide for additional time.

Section (D) Appeal from a Warning/Notice of Violation.

An appeal from a warning citation shall be taken within ten (10) days from the date of issue of said warning citation by filing with the Town Clerk and with the Board of

Adjustment, a notice of appeal which shall specify the grounds upon which the appeal is based. The Board of Adjustment in considering appeals of warning citations shall have power only in the manner of administrative review and interpretation where it is alleged that the enforcement official has made an error in the application of this ordinance, in the factual situation as it relates to the application of an ordinance or both.

Section (E) Chronic Violator.

The town may notify a chronic violator of the town's public nuisance ordinance that, if the violator's property is found to be in violation of this chapter, the town shall, without further notice in the calendar year in which notice is given, take action to remedy the violation. The expense of such action shall become a lien upon the property and shall be collected as unpaid taxes. The notice shall be sent by registered or certified mail. When service is attempted by registered or certified mail, a copy of the notice may also be sent by regular mail. Service shall be deemed sufficient if the registered or certified mail is unclaimed or refused, but the regular mail is not returned by the post office within 10 days after the mailing. If service by regular mail is used, a copy of the notice shall be posted in a conspicuous place on the premises affected. A chronic violator is a person who owns property whereupon, in the previous calendar year, the town gave notice of violation at least three times under any provision of the public nuisance ordinance.

Section (F) Abatement Procedure.

If the owner of any property fails to comply with a notice given pursuant to this ordinance, prior to the deadline stated in such notice, he shall be subject to prosecution for violation of this ordinance in accordance with law and each day that such failure continues shall be a separate offense. In addition, the Town may have the condition described in the notice abated, removed or otherwise corrected and all expenses incurred thereby shall be chargeable to and paid by the owner of the property and shall be collected as taxes and levies are collected. All such expenses shall constitute a lien against the property on which the work was done.

Section (G) General Penalties.

1. 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, which includes administrative fees. Each day any single violation continues shall be a separate violation. 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.

2. In addition to the civil penalties set out above, any provision of this ordinance may be enforced by an appropriate equitable remedy issuing from a court of competent jurisdiction. In such case, the General Court of Justice shall have jurisdiction to issue such orders as may be appropriate, and it shall not be a defense to the application of the Town for equitable relief that there is an adequate remedy at law.

3. In addition to the civil penalties set out above, the provisions of this ordinance may be enforced by injunction and order of abatement by the General Court of Justice. When a violation of these provisions occur, the Town may apply to the appropriate division of the General Court of Justice for a mandatory or prohibitory injunction and/or order of abatement commanding the defendant to correct the unlawful condition upon or cease the unlawful use of the property. The action shall be governed in all respects by the laws and rules governing civil proceedings, including the Rules of Civil Procedure in general and Rule 65 in particular.

4. Upon determination of a violation of any section of this ordinance, the enforcement official of the Town of Mineral Springs shall cause a warning citation to be issued to the violator. Such warning citation shall be issued either in person or posted in the United States mail service by first class mail addressed to the last known address of the violator as contained in the records of the County. Such warning citation shall set out the nature of the violation, the section violated, the date of the violation, and shall contain an order to immediately cease the violation. If the violation is in the nature of an infraction for which an order of abatement would be appropriate in a civil proceeding, a reasonable period of time must be stated in which the violation must be abated. The warning citation shall specify that a second citation may incur a civil penalty, together with costs, and attorney fees.

5. Upon failure of the violator to obey the warning citation, a civil citation may be issued by the enforcement official, either served directly on the violator, his duly designated agent, or registered agent if a corporation, either in person or posted in the United States mail service by first class mail addressed to the last known address of the violator as contained in the records of the County or obtained from the violator at the time of issuance of the warning citation. The violator shall be deemed to have been served upon the mailing of said citation. The citation shall direct the violator to appear in person at the Town Hall to pay the citation within (15) fifteen days of the date of the citation, or alternatively to pay the citation by mail. The violation for which the citation is issued must have been corrected by the time the citation is paid, otherwise further citations may be issued. Citations may be issued for each day the offense continues until the prohibited activity is ceased or abated.

6. If the violator fails to respond to a citation within fifteen days of its issuance, and pay the penalty prescribed therein, the Town of Mineral Springs may institute a civil action in the nature of debt in the appropriate division of the North Carolina General Court of Justice for the collection of the penalty, costs, attorney fees, and such other relief as permitted by law.

Section (H) Procedure Is Alternative

The procedure set forth in this ordinance shall be in addition to any other remedies that may now or hereafter exist under law for the abatement of public nuisances.”

PART TWO. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

PART THREE. If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

PART FOUR. The enactment of this ordinance shall in no way affect the running of any amortization provisions or enforcement actions, or otherwise cure any existing violations.

PART FIVE. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted this _____ day of _____, 2017.

Frederick Becker III, Mayor

ATTEST:

Approved as to form:

Vicky Brooks, Town Clerk

Bobby H. Griffin, Town Attorney

**STATE OF NORTH CAROLINA
COUNTY OF UNION**

**AGREEMENT WITH
LOCAL GOVERNMENT**

THIS AGREEMENT, made the _____ day of March, 2017 by and between the **Town of Mineral Springs**, a North Carolina unit of Local Government (hereinafter known as "Local Government"); and, **N-Focus Planning & Design, Inc.**, a North Carolina corporation (hereinafter known as "Contractor"), by signatures below, enter into the following Agreement:

WITNESSETH:

WHEREAS, Contractor has expertise in local government functions and Local Government has a need for such functions; and

WHEREAS, Local Government and Contractor desire to enter into this Agreement;

NOW THEREFORE, Local Government and Contractor agree as follows:

Section A. SCOPE OF FUNCTIONS

Contractor will provide Contractor personnel to perform the following specialized Functions for Local Government:

1. Code Enforcement Functions include:

- a) Investigations of complaints and/or reports of violations;
- b) Preparation of materials for distribution and notifications to owners of record and/or occupants of violation activities;
- c) Meeting and/or hearing with owners of record and/or occupants of violation activities;
- d) Field inspections to determine progress and/or compliance;
- e) Preparation of governing and/or advisory board/council/commission reporting materials;
- f) Presentations of governing and/or advisory board/council/commission reporting materials;
- g) Assisting owners of record and/or occupants of violation activities and advising said to achieve compliance;
- h) Coordination with Local Government legal counsel, when necessary, to provide supporting materials as may be required for the filing of actions and/or liens; and
- i) Updating and submitting summary reports on periodic activities and accomplishments.

Section B. TERMS AND CONDITIONS

1. **Contractor Personnel:** To ensure performance of Functions defined in "Section A." herein above meet the expectations of Local Government, Contractor shall provide a primary professional, an employee of Contractor, to Local Government. The primary professional shall be responsible for Contractor personnel performing the agreed upon Functions. Contractor personnel performing the Functions shall be either certified or licensed in their respective fields or apprentice under direct supervision of the primary professional. Contractor personnel performing these Functions shall have considerable knowledge in the principles and practices of local government. The primary professional, supporting personnel and subordinate person(s), if applicable, provided to

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perform these Functions shall be skilled in the use of work related computer software packages and other technology used to perform position Functions.

2. **E-Verify:** Contractor represents and warrants that it is in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, Contractor warrants that any subcontractors used by Contractor will be in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.
3. **Certification:** Contractor certifies that, as of the Effective Date of this Agreement, Contractor is not on the Final Divestment List as created by the State Treasurer pursuant to N.C.G.S. § 147-86.58. In compliance with the Iran Divestment Act and N.C.G.S. § 147-86.58, Contractor shall not utilize in the performance of the contract any subcontractor that is identified on the Final Divestment List.
4. **Status of Contractor:** Contractor and Local Government agree that in the performance of the Functions defined in "Section A." herein above, Contractor personnel shall not be deemed to be an employee(s) of Local Government for any purpose whatsoever, nor act under Color of State Law. Contractor shall indemnify and hold harmless Local Government for any claims brought against Local Government due to the activities or actions of Contractor or Contractor personnel.
5. **Work Products:** All materials produced by Contractor personnel assigned to Local Government shall be the property of Local Government and shall be filed on-site in the offices of Local Government, unless otherwise authorized for purposes and intent of the performance of Functions. Contractor shall be entitled to retain copies, both electronic and paper, of any work products prepared for the benefit of Local Government to the extent a public record and not otherwise confidential, privilege, or not otherwise subject to disclosure. Contractor shall not copyright any work products on behalf of Local Government; however, Contractor shall retain the right to utilize work products, such as improved administrative forms, plans, etc., or any portion thereof, for the purpose of performing similar Functions to other jurisdictions to the extent a public record and not otherwise confidential, privilege, or not otherwise subject to disclosure. All Local Government resident's personal information shall be redacted.
6. **Progress Reporting:** Contractor shall communicate progress of work performed to Local Government's administrative officer and/or department head periodically or as determined by Local Government.
7. **Period of Service (POS):** Functions defined in "Section A." herein above shall be provided routinely based upon a mutually agreeable schedule during the period March 10, 2017 and ending June 30, 2017. POS as defined herein may be amended through either Termination, as set forth in "Section B.13" herein, or, Extension, as set forth in "Section B.15" herein.
8. **Level of Service (LOS):** The Functions enumerated in "Section A" herein above shall be delivered on an Hourly "On Call – On Demand" basis as requested by Local Government.

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9. **Compensation:** Compensation for Functions defined in "Section A." herein above shall be invoiced at the rate of Sixty-Seven and no/100's (\$67.00) dollars per hour and billed monthly in quarter-hour increments for the POS, as defined in "Section B.7." herein. The fee is inclusive of all personnel costs including but not limited to salary, benefits, taxes, professional development & certifications, cellular communications, worker's compensation and management cost. Printing and reproduction shall be provided by Local Government. Any direct expenses (i.e. printing, postage, etc.) provided by Contractor on behalf of Local Government, shall be reimbursed at actual cost plus five (5%) percent. Travel time to and from Local Government jurisdiction from Contractor's office by Contractor personnel is subject to the hourly fee stated herein. Travel time shall be pro-rated when more than one jurisdiction is served on the same trip. Travel mileage by Contractor personnel on behalf of Local Government to perform inspections within Local Government jurisdiction, or attend meetings outside Local Government jurisdiction, using Contractor vehicle shall be reimbursed at the current IRS Standard Mileage Rate.
10. **Payments:** Local Government shall provide payment upon receipt of invoice. A late payment penalty equal to 1.5% of the unpaid balance may be assessed.
11. **Access:** Local Government shall provide Contractor personnel with legal access to the primary work area during normal operating hours.
12. **Liability:** Contractor personnel provided to Local Government will serve as agents of Local Government for the purpose of performing professional Functions and/or administration, and to conduct investigations and research on behalf of Local Government. Contractor personnel provided to Local Government are acting as contracted agents of Local Government in accordance with NCGS 160A-20.1 and no liability is implied or assumed for actions on behalf of Local Government, its administration, appointed officials and/or elected officials. General liability insurance shall be maintained by Contractor throughout the POS defined in "Section B.7." herein for the Functions to be performed under this Agreement. Contractor shall provide Local Government with a Certificate of Insurance prior to beginning Functions defined in "Section A." herein above. This certificate will become a part of this Agreement upon execution of this Agreement. Contractor shall further indemnify and hold Local Government harmless from any/all worker compensation claims by Contractor personnel and any other claims arising out of Contractor personnel's conduct.
13. **Termination:** Contractor or Local Government may terminate this Agreement for any reason with thirty (30) days written notification. In the event of early termination by Contractor or Local Government, compensation for all Functions actually provided by Contractor through the termination date will be due and payable at the unit costs in effect at the time of termination. In the event Contractor personnel currently employed, recently terminated or retired from Contractor, become employed directly by Local Government either during the POS defined in "Section B.7." herein or within one-hundred-eighty (180) days of the effective date of Agreement termination and/or expiration, Contractor shall be entitled to supplemental compensation by Local Government equal to three (3) months of said employee's full time gross salary equivalent in effect at the time of Agreement termination and/or expiration; furthermore, the supplemental compensation shall be due and payable within ten (10) calendar days of the date Contractor personnel begins employment with Local Government.

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Initials: _____ Date: _____

14. **Expiration:** This Agreement shall expire at 11:59 pm on June 30, 2017, unless extended, as defined in "Section B.15." herein.
15. **Extension:** This Agreement may be extended by either separate agreement, subsequent addendum hereto, or written authorization. Upon extension of this Agreement, POS, as defined in "Section B.7." herein, LOS, as defined in "Section B.8." herein, Compensation, as defined in "Section B.9." herein, and Payments, as defined in "Section B.10." herein, are subject to change. All other Terms & Conditions defined herein shall remain the same.
16. **Certifications:** Contractor shall not be required to sign any documents, no matter by whom requested, that would result in Contractor having to certify, guarantee or warrant the existence of conditions whose existence Contractor cannot ascertain. Local Government agrees not to make resolution of any dispute with Contractor or payment of any amount due to Contractor in any way contingent upon Contractor's signing any such certification or document.
17. **Force Majeure:** Contractor shall not be responsible for any delays, damages, costs, expenses, liabilities or other problems that may arise as a result of a force majeure. A "Force Majeure" is defined as any event arising from causes beyond the reasonable control of Contractor, including but not limited to fire, flood, unusual inclement weather, acts of God, civil strikes or labor disputes, riots, acts or failures of Local Government.
18. **Conflicting Terms and Provisions:** In the event of conflict among this Agreement and any hereto attached exhibits, this Agreement shall govern.
19. **Dispute Resolution:** It is acknowledged this Agreement shall be governed by the laws of the State of North Carolina in the event of dispute. Any dispute, controversy or claim arising out of or relating to this Agreement, in particular its conclusion, interpretation, performance, breach, termination or invalidity, shall be finally settled by the courts having exclusive jurisdiction within the county of Local Government.
20. **Counterparts:** This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
21. **Entire Agreement:** Local Government and Contractor acknowledge this Agreement and any Attachments hereto constitute the entire agreement between Local Government and Contractor concerning the subject matter hereof. Any amendments or modifications of this Agreement shall be in writing and executed by Local Government and Contractor. Unless stated otherwise in this Agreement, this Agreement may not be modified.

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Initials: _____ Date: _____

22. **Representatives:** On behalf of Contractor, only the following individuals have authority to modify or alter the terms and conditions of this Agreement:

F. Richard Flowe, President & CEO
Patricia A. Rader, Secretary-Treasurer

23. **Notification:** All correspondence shall be directed to:
Patti Rader, Manager
N-Focus Planning & Design, Inc.
313 South Main Street, Suite 110
Kannapolis, NC 28081
Tel: (704) 933-0772
E-mail: prader@nfocusplanning.org

Section C. ACCEPTANCE:

Patricia A. Rader

January 26, 2017

Patricia A. Rader, Manager
N-Focus Planning & Design, Inc.

Date

ACCEPTED on behalf of Local Government by:

Signature

Date

Printed name of authorized person signed above

Seal of Local Government

ATTEST:

Clerk to the governing board/council of
Local Government

Date

PRE-AUDIT:

This document has been pre-audited in accordance with applicable North Carolina General Statute.

Finance Officer

Date

N-Focus

Initials: *PAR* Date: *01.26.17*

Mineral Springs – FY 17_Hourly_Code_Agreement

Initials: _____ Date: _____

Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Regular Meeting
February 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, February 9, 2017.

Present: Mayor Frederick Becker III, Mayor Pro Tem Peggy Neill, Councilman Jerry Countryman, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Councilwoman Bettylyn Krafft, Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin and Deputy Town Clerk/Tax Collector Janet Ridings.

Absent: Councilwoman Valerie Coffey.

Visitors: None.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of February 9, 2017 to order at 7:32 p.m.

1. **Opening**

- Councilwoman Neill delivered the invocation.
- Pledge of Allegiance.

2. **Public Comments**

- There were no public comments.

3. **Consent Agenda**

- **Councilman Countryman** made a ***motion*** to approve the consent agenda and also approve the tax release that is noted in that agenda as presented containing the following:

- A. *January 12, 2017 Regular Meeting Minutes*
- B. *December 2016 Tax Collector's Report*
- C. *Tax Release*
- D. *December 2016 Finance Report*

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

Ayes: Countryman, Critz, Cureton, Krafft and Neill
Nays: None

4. **Consideration of Approving a Contract for the Construction of a Concrete Sidewalk to Replace the Granite Fines Walkway at the Downtown Park**

- Mayor Becker stated he didn't know if any of the council had a chance to look at our accessible walkway out at the park and explained what some of us were afraid was going to happen has finally just happened to the point where it's impassable. The granite fines (even with the additive that met the state standards for that type of surface) have not held up and its grand-canyon-level erosion now. There are gullies a foot wide and the full four inches deep; just washed out. We have to replace it with concrete and right now Mayor Becker would say that we are in violation "just for the record". The zoning administrator has contacted Union County Inspections to make sure that they understood we were aware of it and we were immediately going to take steps to remedy it; just in case there was a complaint. Councilwoman Critz asked if there was notification out there to people about caution. Mayor Becker responded no, we have done nothing like that, but he supposed we could put the cones there just to mark it. Councilwoman Critz replied she would suggest that we do that. Mayor Becker commented since we have them, but aside from that he did contact H.C. Rummage, because they are our "go to" person and got a bid. Mayor Becker also contacted Greg Massey, who lives in Western Union and has been doing concrete finishing for quite a while and does relatively big jobs and Mayor Becker believed he has a good reputation. Mayor Becker pointed out the council can see the bids are fairly far apart; that's not surprising. Mayor Becker believed Mr. Rummage would even tell you if you go to a general contractor for a very, very small contract with a single trade your first \$1,500 is his general contractors' overhead; it's just what is going to happen. The downside is that Mayor Becker has not received the Certificate of Insurance from Mr. Massey and to be honest Mayor Becker explained he had tried multiple times this week calling his work cell phone, calling his home phone, calling his email (he knows the email is good, because he got the quote by email), he has spoken to his wife and has told him of the importance of having that Certificate of Insurance. Councilwoman Cureton stated he was out of town. Mayor Becker asked if he was available by phone or if his wife was available. Councilwoman Cureton restated he was out of town and she didn't have any numbers with her, but she had them at home. Mayor Becker referred to Attorney Griffin and asked since there is no Certificate of Insurance, it's not a qualified bid, he told them they have to have it; they've got to have their Workers Comp and so forth. Councilwoman Critz asked if it was possible for the council to approve it contingent on receiving that and if you don't have it within the next ten days; go with Rummage, so that this problem doesn't continue. Mayor Becker responded "to be honest, he is a local guy, I don't even think Mr. Rummage would be upset, I like the fact that we are saving quite a bit of money if we go with the local guy, I believe he is qualified, if he's out of town to the point where he isn't getting the cell phone calls, then, you know, I'd like to give him a shot and if we have a date certain that the council wants to approve the contract contingent on that, that would be fine with me; I mean it's a council decision". Councilman Countryman suggested that the council just do it. Councilwoman Krafft commented that she thought that's a reasonable way to do it. Councilwoman Neill hoped he would call Mayor Becker back. Mayor Becker stated he will keep trying if the council directs him to give him until... Councilwoman Neill stated "if you're not interested, if he doesn't return your call". Mayor Becker responded we were saying 10 days.

- **Councilwoman Critz** made a **motion** to approve Greg Massey's bid based on receiving his insurance statement and he has until the 20th. Mayor Becker clarified the council accepted the bid from KBC of NC, LLC contingent on receipt of the Certificate of Insurance by February 20th, date certain by close of business (5:00 p.m.). If we don't receive it, council then is approving the alternate bid. Attorney Griffin commented "you have a proposal and any other conditions in the proposal subject to meeting". Mayor Becker responded yes, he believed they are all met except for the certificate. Councilwoman Critz agreed she didn't see anything missing from that one. Attorney Griffin stated it was a good "catch all" in the motion. Mayor Becker thanked Attorney Griffin for the advice. Mayor Becker stated that was the motion by Councilwoman Critz and asked if there was a second. Ms. Brooks asked if he [Greg Massey] doesn't come in on the 20th, if that... Mayor Becker responded yes, then does the motion continue to just default to awarding the contract to H.C. Rummage? Mayor Becker asked Attorney Griffin if that was legit. Attorney Griffin responded he would think so. Mayor Becker commented the council doesn't have to meet again and it's the next highest bidder if the first proves to not be qualified. Mayor Becker stated that was part of the motion "to just award the bid to H.C. Rummage. **Councilwoman Krafft** seconded the motion by Councilwoman Critz and modified by Mayor Becker. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, Krafft and Neill
Nays: None

- Mayor Becker commented he hopes to get up with Greg; he came out and met with Mayor Becker and they walked the project. Mayor Becker was confident he could do it if he can meet the paperwork requirements.

5. Review of a Policy to go with the Proposed Nuisance Ordinance, Consideration of Approving an Agreement with N•Focus and Consideration of Calling for a Public Hearing

- Ms. Brooks referred to the memo in the agenda packet and explained there was a draft of the policy for accepting complaints on the proposed Nuisance Ordinance. This was discussed last month and Ms. Brooks has had conversations with John Ganus and Patti Rader from N•Focus. Ms. Brooks explained she thought the best way to do it was to go ahead and let everyone call the town and depending on the situation we could give that person the number to call Mr. Ganus (or whoever our representative will be), we can email Mr. Ganus as we are talking to the person on the phone, or if it's written we will email it to Mr. Ganus; that is probably the way we need to go at it instead of putting Mr. Ganus's number out there. Ms. Brooks asked if everyone had a chance to read over the policy and if they were satisfied with what was in it. Councilman Countryman responded yes, it was great. Ms. Brooks explained that next thing in the agenda packet came from John Ganus at N•Focus, it's a sample letter that he would send out to anybody who is in violation. The next thing was a draft of a citizen complaint form, Ms. Brooks thought if someone came into town hall they could fill one out, it could be put online for people to fill out and mail it in (depending on whether they wanted to be anonymous or not) and it can be used if we are taking the call (we will have that for our records). The next thing is an agreement from N•Focus for Mr. Ganus to attend the public hearing when we

have it; the fee (if Ms. Brooks was not mistaken) is \$225 for him to come. The next thing was (just as an FYI at this point) is the agreement with N•Focus to provide the service to the town; we would want to approve that agreement after we adopt the ordinance. Ms. Brooks pointed out she had laid out in front of the council a draft of what was going to be put in the newsletter.

- Councilwoman Neill stated her only question right now is again “how do I file a complaint”, Councilwoman Neill knows, but the person reading the newsletter – will they know to call and who will they know to call. Ms. Brooks responded she could put that in there. Councilwoman Neill added “the address to write a letter or email”. Mayor Becker thought this gave Ms. Brooks the chance, instead of saying “petition”, to say “by filing out the citizen’s complaint form”. Ms. Brooks responded right, she put petition in there, because (if she was not mistaken) it’s in the ordinance itself. Mayor Becker commented that Mr. Ganus used to use that word all the time. Ms. Brooks commented they didn’t know exactly what he meant by “petition”, so they were kind of wondering if that needs to be in there. Councilman Countryman responded if you said that to him he would think it meant that a bunch of neighbors got together and signed off saying “we don’t like what this individual is doing; that to Councilman Countryman would be a petition. Ms. Brooks commented she guessed they leave it in there. Councilwoman Critz questioned if you are going to have a citizen complaint form you could just say that couldn’t you? Ms. Brooks responded we can say that too or it could be a petition where (like Councilman Countryman said) it’s several people. Councilman Countryman stated that he thought all of those things need to remain as listed, because there are a lot of people that are technology challenged (like himself) and they may not ever see the form on the website. Ms. Brooks agreed that was very true. Councilman Countryman thought there should be a number of options just for those people like him. Ms. Brooks stated they were going to take out one of the “petitions” [typo] and change it to “citizen complaint form”. Councilwoman Critz questioned for clarity that Ms. Brooks was going to reference all of these to town hall (the phone call and the written). Ms. Brooks responded yes, she will put our phone number and our address. Mayor Becker added and Ms. Brooks email. Councilman Countryman stated/questioned that initially they are all coming here and then they get forwarded. Ms. Brooks explained if they get somebody who has a lot to say and we think it would be better if Mr. Ganus himself heard it then we will just say “if you don’t mind, this is who is handling it, could you call”. Councilwoman Krafft added “you could talk to him directly so you could hear exactly what it is”.
- Ms. Brooks stated the council needed to determine when they want to hold the public hearing.
- **Councilman Countryman made a motion to hold a public hearing on March 9, 2017 at the town hall at 7:30 p.m. to address the Public Nuisance Ordinance and Councilwoman Krafft seconded.** Mayor Becker commented that’s the first motion that they need to address, since we have a full motion and a second. *The motion passed unanimously as follows:*

Ayes: Countryman, Critz, Cureton, Krafft and Neill

Nays: None

- Mayor Becker stated Ms. Brooks had two other things that we wanted to approve in this motion.
- **Councilman Countryman** made a **motion** to approve the policy for initiating a complaint and **Councilwoman Neill** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, Krafft and Neill

Nays: None

- Mayor Becker noted the third motion was a motion to approve the first contract of proposals with N Focus, which is the \$225 for being present at the public hearing on March 9th.
- **Councilwoman Krafft** made a **motion** to approve the expense of \$225 for Mr. Ganus to be here at the public hearing on March 9th and **Councilman Countryman** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, Krafft and Neill

Nays: None

- Mayor Becker stated that's the three of them, so we are covered until next month. Hopefully next month we will have some people to give us some opinions and maybe adopt it if it's been finalized (it's pretty final). Mayor Becker mentioned the newsletter. Ms. Brooks commented she hoped to get it out by Thursday of next week, so people should have it a couple weeks before the public hearing.

6. **Consideration of Re-Appointing Planning Board Members**

- Mayor Becker explained this one was pretty much Ms. Brooks, because this is staff duty of notifying the council to reappoint the two planning board members whose terms just expired; "is that pretty self-explanatory"? Ms. Brooks responded she thought so, the one for Gabriella Rink is just a little bit odd, because she hasn't actually taken her oath yet even though the council appointed her in November/December; the planning board hasn't had a meeting since she was appointed, so it is kind of a technicality that she be re-appointed. Jeff Krafft wants to be re-appointed.
- **Councilman Countryman** made a **motion** to re-appoint Gabriella Rink and Jeff Krafft and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, Krafft and Neill

Nays: None

7. **Discussion of Planning Board Size – Councilwoman Krafft**

- Councilwoman Krafft noted Ms. Brooks put a memo in the agenda packet about the size of the planning board and explained she felt like (as the chairman of the planning board) we need to increase the size of it. Right now there are five members on the planning board and we seem to come up with a quorum of three, but that would be with her being one of them, so the other two make a motion and second it or reverses it and it doesn't really give a lot to her like it's a good representation of a lot of people, because you've got two people; it was like a

comedy show. Councilwoman Critz asked if there was any generated interest. Councilwoman Krafft responded she actually spoke to two people; one in particular she thought was going to apply. Councilwoman Critz commented that was our problem as she remembered. Councilwoman Krafft responded she guessed she was not aware of the fact that it had changed at that point, but it doesn't work when there are only three people there and she is one of them. Councilman Countryman commented the other issue, which could be even more complicated than what Councilwoman Krafft described, is we've just re-appointed Councilwoman Krafft and her husband (right) and they are probably going to the meeting together, so two of the three Councilwoman Krafft described are her family. Councilwoman Neill responded "which is legal". Councilwoman Krafft responded "it's legal, but it's not comfortable". Councilman Countryman commented (to his point) there is nothing illegal about it, what you've got is two people in a family making decision for the community and there will be some people that won't think that's really a good idea. Councilwoman Krafft mentioned the other thing is (for case in point) in the month of July, the end of June they will not be here; they will be in Italy with their son singing at the Vatican, so there will be two people missing. Councilwoman Neill pointed out (for the record) that these positions are appointed, they are not elected. Councilwoman Krafft suggested that they needed to make an announcement in the next newsletter about there being an opening. Councilwoman Krafft explained one of the things she struggles with is (in our wonderful little community) that we do a lot of communication through the website and she didn't know about the rest of them, but she doesn't go to our website often and she would think that the average citizen doesn't go to their town website. It's just something that you do intuitively if you are looking for something or trying to get some information; it's awesome you can get that information, "but you really wouldn't see it, you know, I don't know". Councilwoman Critz asked if it could be mentioned in the newsletter. Councilwoman Krafft responded she thought we need to get it out there; maybe they need to talk to other people and try to get it out there. Ms. Brooks mentioned they have had an opening on the board of adjustment for years and it is in the newsletter every time it goes out. Mayor Becker and Councilwoman Neill agreed that it is always in there. Councilwoman Critz suggested that the newsletter have a little blip saying "to improve community involvement in our planning, we are trying to increase our planning board by two members, we are looking for applicants, please come and join us, we need your support, we need your input".

- It was noted that increasing the planning board to seven would make the quorum four and Councilwoman Krafft felt that four was better than three. Councilwoman Critz commented she thought Councilwoman Krafft's intention here has nothing to do with a number, it has to do with participation and involvement, so she is hoping that we will get two more interested people and maybe the people that are already serving show up more frequently and this will become more involved. Mayor Becker clarified that Councilwoman Krafft was recommending seven. Councilwoman Krafft responded "we have five now". Ms. Brooks responded actually there is supposed to be five, but we only have four; Ms. Sherrin resigned. Mayor Becker noted we did lose a planning board member two weeks ago, so we are down to four. Councilwoman Krafft mentioned Ms. Sherrin wasn't really happy about resigning; family necessity. After further discussion, the council agreed to

expand the planning board from five members to seven. Ms. Brooks will place an article in the upcoming newsletter to generate interest.

- **Councilman Countryman** made a **motion** that we expand the planning board from its current position of five to seven immediately and that we begin to search for three new candidates and **Councilwoman Neill** seconded. The motion by Councilwoman Critz passed as follows:

Ayes: Countryman, Critz, Cureton, Krafft and Neill

Nays: None

8. Staff Reports

- Ms. Brooks explained that this year she had to go... Mayor Becker stated “clerk’s class”. Ms. Brooks responded she had to go to both, she has to go to the clerk’s class and she is going to have to go to a zoning official’s class. The zoning officials usually offer two chances, one is coming up in February, which conflicts with a planning board meeting and the other one is usually sometime in the summer. Ms. Brooks didn’t go last year, because she was busy, but she doesn’t have a choice this year – she has to go. Ms. Brooks asked the council what they thought. Councilwoman Krafft offered that she could swear in the new planning board member (now that she is a notary), give her a book and briefly explain the book so she can start her wonderful world of nightly reading. Councilwoman Critz offered the benefit she saw of that was Ms. Brooks doesn’t have to worry about going when the next one comes up. If Ms. Brooks can work it out to go now, she should go now. Councilwoman Critz asked about the other one. Ms. Brooks responded they usually have something available in the summer, so she will be looking for that. Councilman Countryman asked if the council needed to approve Ms. Brooks going to these. Mayor Becker responded sometimes they have, this one is pretty routine (it’s not very expensive), so he thought that it was just in our training budget.

9. Other Business

- Mayor Becker stated he had one other business that just occurred to him, he didn’t print out the email, but the council doesn’t have to take action. Mayor Becker explained that he just wanted to get some guidance on how to respond to the email he received this morning from the new superintendent of Union County Public Schools who seems to be making more attempts at outreach, which is a good thing. The substance of the email was interest in getting together with municipalities and getting the word out and getting representatives from every school that families in your municipalities attend. In our case that would be Parkwood High School, Parkwood Middle School, Western Union Elementary School, Waxhaw Elementary School and also New Town Elementary School, Cuthbertson Middle School and Cuthbertson High School, because we have one street that goes to them. To have a get-together (school would schedule it) representing teachers and principals from those schools. Mayor Becker has no idea if they have done it with anybody else, but was it something he should say that his council is interested in letting them go forward with this. Mayor Becker didn’t know how we would publicize it. Councilwoman Critz responded absolutely. Councilman Countryman asked if they wanted to meet with the council. Mayor Becker responded no, they don’t want to meet with us; they actually want to hold

this meeting for the community with representatives from each of the schools that serve our community. Councilwoman Critz asked if they wanted the council to attend. Mayor Becker responded they certainly want us to attend and certainly want us to help publicize it. There was nothing of substance, just the concept of doing it. Councilwoman Critz commented Mayor Becker should tell them to get the information quick and stick a little blip in the newsletter. Mayor Becker responded "if we can do it soon enough, I'll find out from them if we can". The newsletter is going out in less than a week. Councilman Countryman asked if just the schools were going to get together. Why are they asking us? Mayor Becker responded "we are not doing it". Councilman Countryman asked if they are asking us for permission to do that. Mayor Becker responded he thought they just want to know how we felt about it. Councilman Countryman stated he thought it was great. Mayor Becker explained he didn't want to speak for the council, because it was a council thing that he wanted to run by the council; he forgot to print the email out, but that is exactly what it said. Councilman Countryman responded "tell them it's okay". Mayor Becker commented he had no idea beyond that, but we'll see about it. We'll try to schedule it soon and Mayor Becker thought Western Union was the place to do it only because that is the school that is the most central to the community regardless of which school you are attending. Mayor Becker stated he would tell them to give us more information and to go right ahead with it; "my council loves it".

- Councilwoman Cureton stated she would just like to thank everybody that supported her with the Parkwood Band Booster; she raised \$1,200 [everyone applauded], especially her lawyer.

10. Adjournment

- **Councilman Countryman** made a **motion** to adjourn and **Councilwoman Critz** seconded. *The motion passed unanimously as follows:*

Ayes: Countryman, Critz, Cureton, Krafft and Neill

Nays: None

- The meeting was adjourned at 8:14 p.m.
- The next regular meeting will be on Thursday, March 9, 2017 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker III, Mayor

JANUARY 2017
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

JANUARY 31, 2017 REGULAR TAX	2016	2015	2014	2013	2012
BEGINNING CHARGE	61542.31	62154.4	64,343.95	64,900.15	66,096.52
TAX CHARGE					
PUBLIC UTILITIES					
DISCOVERIES					
NON-DISCOVERIES					
ABATEMENTS					(0.32)
TOTAL CHARGE	61,542.31	62,154.40	64,343.95	64,900.15	66,096.20
BEGINNING COLLECTIONS	50874.43	61676.42	64,009.43	64,624.36	65,932.78
COLLECTIONS - TAX	7532.51	54.86		0.58	
COLLECTIONS - INTEREST	25.3	2.33		-	
TOTAL COLLECTIONS	58,406.94	61,731.28	64,009.43	64,624.94	65,932.78
BALANCE OUTSTANDING	3,135.37	423.12	334.52	275.21	163.42
PERCENTAGE OF REGULAR	94.91%	99.32%	99.48%	99.58%	99.75%
COLLECTION FEE 1.5 %	113.37	0.86	-	0.01	-

Mineral Springs Prior Years Property Tax Report
January 2017

January 31, 2017	2011	2010	2009	2008	2007	2006		
BEGINNING CHARGE	\$64,878.42	\$64,737.60	\$63,911.13	\$65,443.06	\$52,276.82	\$51,397.02		
PUBLIC UTILITIES	\$1,319.20	\$1,251.60	\$1,218.28	\$1,112.42	\$1,056.90	\$779.12		
MINIMAL RELEASES	(\$145.21)	(\$152.88)	(\$157.18)	(\$158.76)	(\$150.55)	(\$50.50)		
DISCOVERIES	\$61.82	\$321.61	\$46.46	\$46.72	\$117.44	\$417.27		
ABATEMENTS (RELEASES)	(\$298.84)	(\$473.88)	(\$136.74)	(\$1,329.47)	(\$62.12)	(\$19.42)		
TOTAL CHARGE	\$65,815.39	\$65,684.05	\$64,881.95	\$65,113.97	\$53,238.49	\$52,523.49		
PREVIOUS COLLECTIONS	\$65,706.36	\$65,582.71	\$64,749.33	\$65,029.89	\$53,184.33	\$52,411.07		
PREVIOUS BALANCE DUE	\$109.03	\$101.34	\$132.62	\$84.08	\$54.16	\$112.42		\$593.65
COLLECTIONS - TAX								\$0.00
COLLECTIONS - INTEREST/FEES								\$0.00
GROSS MONTHLY COLLECTIONS								\$0.00
MISC. ADJUSTMENTS								
TOTAL TAX COLLECTED TO DATE	\$65,706.36	\$65,582.71	\$64,749.33	\$65,029.89	\$53,184.33	\$52,411.07		
BALANCE OUTSTANDING	\$109.03	\$101.34	\$132.62	\$84.08	\$54.16	\$112.42		\$593.65
PERCENTAGE COLLECTED	99.83%	99.85%	99.80%	99.87%	99.90%	99.79%		

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

Name	Tax Map Number	2011	2010	2009	2008	2007	2006
BOND, CELESTE B	06054063			\$27.92			
BRIDGES JAMES CORBETT	50084062						\$1.84
CAROLINA STREET SUPPLY	50103059		\$6.88				
CAROLINA STREET SUPPLY, SHEPPARD JONATHAN	848391	\$6.88					
CMH CONTRACTING INC	50092570						\$14.85
COOMBER CUSTOM MASONRY LLC	1812652	\$10.44					
CURVES OF MINERAL SPRINGS	50092178						\$8.54
CUSTOM DESIGN CONCRETE	50092179						\$8.54
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	\$10.37	\$10.37
EPIC REALTY GROUP INC	50094704			\$10.46	\$9.10	\$8.54	\$7.43
FATHER & SON PAINTERS	50093623		\$2.41	\$2.09			\$1.53
FATHER & SON PAINTERS	264482	\$2.41					
HERRON ENTERPRISES INC	50071162				\$8.78		
HOWARD, ULYSESS	05033036	\$9.43	\$9.43	\$9.43	\$9.35	\$7.90	\$7.90
MATHENY, VERNA	455325	\$2.22					
MCDOUGALL, SHERRY CARTER	06084001L	\$6.86	\$6.86	\$6.86	\$6.86		
METHENY, VERNA	50094323		\$2.22	\$2.44			\$2.38
R & D MASONRY INC	50092552						\$8.54
REALTY INVESTORS INC	50082898						\$1.02
ROBERTO BONILLA CUSTOM FRAMING	50104497		\$2.75				
WAXHAW ALL TILE	50099231				\$6.88		
WENDY GREENE AND ASSOCIATES	50093112						\$12.13
WILLIAMS, RUTH & HUSBAND J C WILLIAMS	05033179	\$19.11	\$19.11	\$19.11	\$19.11	\$27.35	\$27.35
Total		\$109.03	\$101.34	\$132.62	\$84.08	\$54.16	\$112.42

Town of Mineral Springs

FINANCE REPORT JANUARY 2017

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

March 9, 2017

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Cash Flow Report FY2016 YTD

7/1/2016 Through 1/31/2017

2/21/2017

Page 1

Category Description	7/1/2016- 1/31/2017
INCOME	
Gross Receipts Tax	1,181.91
Interest Income	767.50
Other Inc	
Festival 2016	
Misc	87.00
Sponsor	800.00
Vendor	585.00
TOTAL Festival 2016	1,472.00
Gross Receipts	0.00
Zoning	3,490.00
TOTAL Other Inc	4,962.00
Prop Tax 2016	
Receipts 2016	
Tax	50,874.43
TOTAL Receipts 2016	50,874.43
TOTAL Prop Tax 2016	50,874.43
Prop Tax Prior Years	
Prop Tax 2007	
Receipts 2007	
Int	12.43
Tax	7.08
TOTAL Receipts 2007	19.51
TOTAL Prop Tax 2007	19.51
Prop Tax 2008	
Receipts 2008	
Int	24.40
Tax	29.10
TOTAL Receipts 2008	53.50
TOTAL Prop Tax 2008	53.50
Prop Tax 2009	
Receipts 2009	
Int	24.21
Tax	29.10
TOTAL Receipts 2009	53.31
TOTAL Prop Tax 2009	53.31
Prop Tax 2010	
Receipts 2010	
Int	21.07
Tax	29.10
TOTAL Receipts 2010	50.17
TOTAL Prop Tax 2010	50.17
Prop Tax 2011	
Receipts 2011	
Int	19.17
Tax	29.10
TOTAL Receipts 2011	48.27
TOTAL Prop Tax 2011	48.27
Prop Tax 2012	
Receipts 2012	

Cash Flow Report FY2016 YTD

7/1/2016 Through 1/31/2017

2/21/2017

Page 2

Category Description	7/1/2016- 1/31/2017
Int	5.38
Tax	22.79
TOTAL Receipts 2012	28.17
TOTAL Prop Tax 2012	28.17
Prop Tax 2013	
Receipts 2013	
Int	18.78
Tax	38.48
TOTAL Receipts 2013	57.26
TOTAL Prop Tax 2013	57.26
Prop Tax 2014	
Receipts 2014	
Int	10.32
Tax	121.33
TOTAL Receipts 2014	131.65
TOTAL Prop Tax 2014	131.65
Prop Tax 2015	
Receipts 2015	
Int	20.95
Tax	246.24
TOTAL Receipts 2015	267.19
TOTAL Prop Tax 2015	267.19
TOTAL Prop Tax Prior Years	709.03
Sales Tax	
Cable TV	5,318.89
Electricity	61,007.70
Natural Gas Excise	29.59
Sales & Use Dist	8,452.14
telecommunications	1,168.70
TOTAL Sales Tax	75,977.02
Veh Tax	
Int 2016	25.63
Tax 2016	3,482.06
TOTAL Veh Tax	3,507.69
TOTAL INCOME	137,979.58

EXPENSES

Ads	114.42
Attorney	2,703.54
Audit	4,620.00
Capital Outlay	
Beautification	2,686.60
Greenway	11,480.00
TOTAL Capital Outlay	14,166.60
Community	
Donation	3,300.00
Greenway	9.50
Maint	2,342.00
Newsletter	
Post	610.45
Printing	1,458.60

Cash Flow Report FY2016 YTD

7/1/2016 Through 1/31/2017

2/21/2017

Page 3

Category Description	7/1/2016- 1/31/2017
TOTAL Newsletter	2,069.05
Parks & Rec	
Park	1,422.28
TOTAL Parks & Rec	1,422.28
Special Events	
Festival	2,450.90
TOTAL Special Events	2,450.90
TOTAL Community	11,593.73
Emp	
Benefits	
Dental	444.00
Life	312.48
NCLGERS	6,647.62
Vision	70.00
TOTAL Benefits	7,474.10
Bond	550.00
FICA	
Med	950.72
Soc Sec	4,065.08
TOTAL FICA	5,015.80
Payroll	1,006.43
Work Comp	1,681.61
TOTAL Emp	15,727.94
Office	
Bank	21.00
Clerk	19,950.00
Council	4,200.00
Deputy Clerk	5,224.53
Dues	5,540.00
Equip	2,505.22
Finance Officer	
Park Maint	1,841.00
Regular	16,590.00
TOTAL Finance Officer	18,431.00
Ins	3,307.64
Maint	
Materials	605.44
Service	4,424.24
TOTAL Maint	5,029.68
Mayor	2,800.00
Misc	128.10
Post	10.88
Records	4,350.00
Supplies	1,752.04
Tel	4,381.92
Util	2,506.10
TOTAL Office	80,138.11
Planning	
Administration	
Contract	1,117.91
Salaries	17,248.00

Cash Flow Report FY2016 YTD

7/1/2016 Through 1/31/2017

2/21/2017

Page 4

Category Description	7/1/2016- 1/31/2017
TOTAL Administration	18,365.91
Misc	939.06
Ordinance Changes	352.00
TOTAL Planning	19,656.97
Street Lighting	842.03
Tax Coll	
Contract	871.09
Sal	1,050.00
TOTAL Tax Coll	1,921.09
Training	
Officials	141.42
Staff	95.00
TOTAL Training	236.42
Travel	351.65
TOTAL EXPENSES	152,072.50
TRANSFERS	
FROM Check Min Spgs	70,000.00
FROM MM Sav ParkSterling	30,000.00
TO Check Min Spgs	-30,000.00
TO MM Sav ParkSterling	-70,000.00
TO Downtown Park Capital Project Fund	-827.76
TOTAL TRANSFERS	-827.76
OVERALL TOTAL	-14,920.68

Account Balances History Report

(Includes unrealized gains)

As of 1/31/2017

2/21/2017

Page 1

Account	6/29/2016 Balance	6/30/2016 Balance	7/31/2016 Balance	8/31/2016 Balance	9/30/2016 Balance
ASSETS					
Cash and Bank Accounts					
Check Min Spgs	33,915.89	33,952.73	20,896.71	13,103.41	47,295.27
McNeely Farms Escrow	0.00	21,195.02	21,195.92	21,196.82	21,197.70
MM Sav ParkSterling	525,465.96	525,573.65	505,683.99	495,790.95	495,892.55
NCCMT_Cash	2,241.44	2,242.05	2,242.65	2,243.15	2,243.63
TOTAL Cash and Bank Accounts	561,623.29	582,963.45	550,019.27	532,334.33	566,629.15
Other Assets					
State Revenues Receivable	0.00	61,476.90	58,819.30	57,190.21	0.00
TOTAL Other Assets	0.00	61,476.90	58,819.30	57,190.21	0.00
TOTAL ASSETS	561,623.29	644,440.35	608,838.57	589,524.54	566,629.15
LIABILITIES					
Other Liabilities					
Accounts Payable	692.76	4,318.90	2,190.76	692.76	692.76
Escrows	0.00	21,195.00	21,195.00	21,195.00	21,195.00
TOTAL Other Liabilities	692.76	25,513.90	23,385.76	21,887.76	21,887.76
TOTAL LIABILITIES	692.76	25,513.90	23,385.76	21,887.76	21,887.76
OVERALL TOTAL	560,930.53	618,926.45	585,452.81	567,636.78	544,741.39

Account Balances History Report

(Includes unrealized gains)

As of 1/31/2017

2/21/2017

Page 2

10/31/2016 Balance	11/30/2016 Balance	12/31/2016 Balance	1/31/2017 Balance
38,215.59	28,103.14	37,644.50	36,115.31
21,198.60	21,199.47	21,200.37	21,201.27
495,997.57	496,099.22	566,210.49	566,330.73
2,244.18	2,244.72	2,245.42	2,246.22
557,655.94	547,646.55	627,300.78	625,893.53
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
557,655.94	547,646.55	627,300.78	625,893.53
692.76	692.76	692.76	692.76
21,195.00	21,195.00	21,195.00	21,195.00
21,887.76	21,887.76	21,887.76	21,887.76
21,887.76	21,887.76	21,887.76	21,887.76
535,768.18	525,758.79	605,413.02	604,005.77

Mineral Springs Monthly Revenue Summary 2016-2017

TOWN OF MINERAL SPRINGS									
REVENUE SUMMARY 2016-2017									
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November
Property Tax - prior	\$ 2,400.00	\$ 1,690.97	\$ 709.03	29.5%	\$ -	\$ 388.09	\$ 129.98	\$ 53.50	\$ 30.66
Property Tax - 2016	\$ 61,395.00	\$ 10,520.57	\$ 50,874.43	82.9%	\$ -	\$ 70.85	\$ 2,148.57	\$ 3,731.72	\$ 8,630.37
Dupl. Property Tax	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Gross Receipts Tax	\$ 960.00	\$ (221.91)	\$ 1,181.91	123.1%	\$ -	\$ 234.10	\$ 242.91	\$ 222.34	\$ 143.26
Interest	\$ 1,200.00	\$ 432.50	\$ 767.50	64.0%	\$ 111.84	\$ 108.36	\$ 102.96	\$ 106.47	\$ 103.06
Sales Tax - Electric	\$ 205,000.00	\$ 143,992.30	\$ 61,007.70	29.8%	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax - Sales & Use	\$ 20,200.00	\$ 11,747.86	\$ 8,452.14	41.8%	\$ -	\$ -	\$ 1,734.82	\$ 1,623.52	\$ 1,738.70
Sales Tax - Other Util.	\$ 25,000.00	\$ 18,482.82	\$ 6,517.18	26.1%	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle Taxes	\$ 5,990.00	\$ 2,482.31	\$ 3,507.69	58.6%	\$ -	\$ 583.73	\$ 631.99	\$ 690.55	\$ 542.15
Zoning Fees	\$ 4,000.00	\$ 510.00	\$ 3,490.00	87.3%	\$ 225.00	\$ 800.00	\$ 1,240.00	\$ 250.00	\$ 350.00
Other	\$ 2,000.00	\$ 528.00	\$ 1,472.00	73.6%	\$ 635.00	\$ 555.00	\$ 282.00	\$ -	\$ -
Totals	\$ 328,145.00	\$ 190,165.42	\$ 137,979.58	42.0%	\$ 971.84	\$ 2,740.13	\$ 6,513.23	\$ 6,678.10	\$ 11,538.20
	December	January	February	March	April	May	June	June a/r	
Property Tax - prior	\$ 63.29	\$ 43.51							
Property Tax - 2016	\$ 21,530.14	\$ 14,762.78							
Dupl. Property Tax	\$ -	\$ -							
Fund Balance Approp.	\$ -	\$ -							
Gross Receipts Tax	\$ 197.59	\$ 141.71							
Interest	\$ 112.87	\$ 121.94							
Sales Tax - Electric	\$ 61,007.70	\$ -							
Sales Tax - Sales & Use	\$ 1,722.51	\$ 1,632.59							
Sales Tax - Other Util.	\$ 6,517.18	\$ -							
Vehicle Taxes	\$ 528.78	\$ 530.49							
Zoning Fees	\$ 250.00	\$ 375.00							
Other	\$ -	\$ -							
Totals	\$ 91,930.06	\$ 17,608.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Mineral Springs Budget Comparison 2016-2017

TOWN OF MINERAL SPRINGS									
BUDGET COMPARISON 2016-2017									
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November
Advertising	\$ 1,800.00	\$ 1,685.58	\$ 114.42	6.4%	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ 9,600.00	\$ 6,896.46	\$ 2,703.54	28.2%	\$ 300.00	\$ 300.00	\$ 903.54	\$ 300.00	\$ 300.00
Audit	\$ 4,770.00	\$ 150.00	\$ 4,620.00	96.9%	\$ -	\$ -	\$ -	\$ -	\$ 4,620.00
Community Projects	\$ 31,200.00	\$ 19,606.27	\$ 11,593.73	37.2%	\$ 2,500.66	\$ 1,170.34	\$ 4,173.63	\$ 1,370.79	\$ 748.65
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Overhead	\$ 26,500.00	\$ 10,772.06	\$ 15,727.94	59.4%	\$ 4,086.61	\$ 1,945.16	\$ 1,924.34	\$ 1,860.78	\$ 1,916.00
Elections	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Office & Administrative	\$ 136,346.00	\$ 56,207.89	\$ 80,138.11	58.8%	\$ 23,025.21	\$ 9,900.47	\$ 9,852.68	\$ 9,173.91	\$ 9,317.63
Planning & Zoning	\$ 49,568.00	\$ 29,911.03	\$ 19,656.97	39.7%	\$ 2,923.00	\$ 2,866.87	\$ 2,541.19	\$ 2,464.00	\$ 3,933.91
Street Lighting	\$ 2,000.00	\$ 1,157.97	\$ 842.03	42.1%	\$ -	\$ 143.26	\$ -	\$ 283.21	\$ 138.52
Tax Collection	\$ 3,450.00	\$ 1,528.91	\$ 1,921.09	55.7%	\$ 150.00	\$ 170.70	\$ 197.72	\$ 223.62	\$ 300.33
Training	\$ 3,000.00	\$ 2,763.58	\$ 236.42	7.9%	\$ -	\$ 125.00	\$ -	\$ 95.00	\$ 16.42
Travel	\$ 3,600.00	\$ 3,248.35	\$ 351.65	9.8%	\$ -	\$ -	\$ 95.52	\$ -	\$ 256.13
Capital Outlay	\$ 41,311.00	\$ 27,144.40	\$ 14,166.60	34.3%	\$ 1,460.00	\$ 3,106.60	\$ 9,720.00	\$ (120.00)	\$ -
Totals	\$ 328,145.00	\$ 176,072.50	\$ 152,072.50	46.3%	\$ 34,445.48	\$ 19,728.40	\$ 29,408.62	\$ 15,651.31	\$ 21,547.59
Off Budget:									
Tax Refunds			\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers			\$ 827.76		\$ -	\$ 827.76	\$ -	\$ -	\$ -
Total Off Budget:			\$ 827.76		\$ -	\$ 827.76	\$ -	\$ -	\$ -

Mineral Springs Budget Comparison 2016-2017

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising	\$ 114.42	\$ -						
Attorney	\$ 300.00	\$ 300.00						
Audit	\$ -	\$ -						
Community Projects	\$ 211.80	\$ 1,417.86						
Contingency	\$ -	\$ -						
Employee Overhead	\$ 933.88	\$ 3,061.17						
Elections	\$ -	\$ -						
Fire Protection	\$ -	\$ -						
Office & Administrative	\$ 7,771.67	\$ 11,096.54						
Planning & Zoning	\$ 2,316.16	\$ 2,611.84						
Street Lighting	\$ 138.52	\$ 138.52						
Tax Collection	\$ 489.38	\$ 389.34						
Training	\$ -	\$ -						
Travel	\$ -	\$ -						
Capital Outlay								
	\$ 12,275.83	\$ 19,015.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Off Budget:								
Tax Refunds	\$ -	\$ -					\$ -	
Interfund Transfers	\$ -	\$ -					\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

January Cash Flow Report

1/1/2017 Through 1/31/2017

2/21/2017

Page 1

Category Description	1/1/2017- 1/31/2017
INCOME	
Gross Receipts Tax	141.71
Interest Income	121.94
Other Inc	
Zoning	375.00
TOTAL Other Inc	375.00
Prop Tax 2016	
Receipts 2016	
Tax	14,762.78
TOTAL Receipts 2016	14,762.78
TOTAL Prop Tax 2016	14,762.78
Prop Tax Prior Years	
Prop Tax 2012	
Receipts 2012	
Int	0.00
Tax	0.00
TOTAL Receipts 2012	0.00
TOTAL Prop Tax 2012	0.00
Prop Tax 2013	
Receipts 2013	
Int	1.84
Tax	5.92
TOTAL Receipts 2013	7.76
TOTAL Prop Tax 2013	7.76
Prop Tax 2014	
Receipts 2014	
Int	0.71
Tax	5.68
TOTAL Receipts 2014	6.39
TOTAL Prop Tax 2014	6.39
Prop Tax 2015	
Receipts 2015	
Int	0.41
Tax	28.95
TOTAL Receipts 2015	29.36
TOTAL Prop Tax 2015	29.36
TOTAL Prop Tax Prior Years	43.51
Sales Tax	
Sales & Use Dist	1,632.59
TOTAL Sales Tax	1,632.59
Veh Tax	
Int 2016	5.54
Tax 2016	524.95
TOTAL Veh Tax	530.49
TOTAL INCOME	17,608.02
EXPENSES	
Attorney	300.00
Community	
Maint	1,208.50

January Cash Flow Report

1/1/2017 Through 1/31/2017

2/21/2017

Page 2

Category Description	1/1/2017- 1/31/2017
Parks & Rec	
Park	209.36
TOTAL Parks & Rec	209.36
TOTAL Community	1,417.86
Emp	
Benefits	
Dental	74.00
Life	52.08
NCLGERS	1,899.32
Vision	14.00
TOTAL Benefits	2,039.40
FICA	
Med	141.69
Soc Sec	605.84
TOTAL FICA	747.53
Payroll	274.24
TOTAL Emp	3,061.17
Office	
Bank	3.00
Clerk	3,021.00
Council	600.00
Deputy Clerk	751.45
Dues	245.00
Equip	447.82
Finance Officer	
Park Maint	278.78
Regular	2,512.20
TOTAL Finance Officer	2,790.98
Maint	
Materials	95.22
Service	581.00
TOTAL Maint	676.22
Mayor	800.00
Supplies	248.46
Tel	413.64
Util	1,098.97
TOTAL Office	11,096.54
Planning	
Administration	
Salaries	2,611.84
TOTAL Administration	2,611.84
TOTAL Planning	2,611.84
Street Lighting	138.52
Tax Coll	
Contract	239.34
Sal	150.00
TOTAL Tax Coll	389.34
TOTAL EXPENSES	19,015.27
OVERALL TOTAL	-1,407.25

Register Report

1/1/2017 Through 1/31/2017

2/21/2017

Page 1

Date	Num	Description	Memo	Category	Amount
1/3/2017	EFT...	NC State Treasurer	12/16 LGERS contrib...	Office:Clerk	-171.00
			12/16 LGERS contrib...	Office:Finance Officer:Regular	-142.20
			12/16 LGERS contrib...	Office:Finance Officer:Park Maint	-15.78
			12/16 LGERS contrib...	Planning:Administration:Salaries	-147.84
			12/16 employer contri...	Emp:Benefits:NCLGERS	-949.66
1/5/2017	4986	Sign Pro	I/N 11732 Christmas ...	Community:Maint	-533.50
1/5/2017	4987	NC Association Of Zo...	Vicky Brooks 2017 D...	Office:Dues	-60.00
1/5/2017	498...	Municipal Insurance ...	1/17	Emp:Benefits:Life	-52.08
			1/17	Emp:Benefits:Dental	-74.00
			1/17	Emp:Benefits:Vision	-14.00
1/5/2017	4989	Ken Newell	Welcome Signs 10/1...	Community:Maint	-675.00
1/5/2017	4990	Verizon Wireless	221474588-00001 (F...	Office:Tel	-106.42
1/6/2017	EFT	Debit Card (Office De...	Date Stamp (FY2016)	Office:Supplies	-24.33
1/9/2017	EFT	Yadkin Bank	Service Charge (Che...	Office:Bank	-3.00
1/10/2017	EFT	Debit Card (Office De...	Nameplates - Plannin...	Office:Supplies	-30.72
1/11/2017	EFT	Debit Card (AOL)	AOL Troubleshooting ...	Office:Tel	-7.99
1/12/2017	EFT	Point And Pay	Zoning Permit (Archa...	Other Inc:Zoning	25.00
1/13/2017	EFT...	Union County	12/16	Gross Receipts Tax	141.71
			12/16	Prop Tax 2016:Receipts 2016:Tax	13,693.30
			12/16	Prop Tax Prior Years:Prop Tax 2015:Recei...	0.41
			12/16	Prop Tax Prior Years:Prop Tax 2015:Recei...	28.95
			12/16	Prop Tax Prior Years:Prop Tax 2014:Recei...	0.71
			12/16	Prop Tax Prior Years:Prop Tax 2014:Recei...	5.68
			12/16	Prop Tax Prior Years:Prop Tax 2013:Recei...	1.84
			12/16	Prop Tax Prior Years:Prop Tax 2013:Recei...	5.92
			12/16	Prop Tax Prior Years:Prop Tax 2012:Recei...	0.00
			12/16	Prop Tax Prior Years:Prop Tax 2012:Recei...	0.00
			12/16 Utility	Prop Tax 2016:Receipts 2016:Tax	1,069.48
			12/16	Tax Coll:Contract	-222.10
1/15/2017	EFT	NC Department of Re...	11/16 (FY2016)	Sales Tax:Sales & Use Dist	1,632.59
1/17/2017	4991	Jan-Pro Cleaning Sys...	I/N 46288 Janitorial 1/...	Office:Maint:Service	-195.00
1/17/2017	4992	Clark, Griffin & McCol...	I/N 5731 1/17 (FY2016)	Attorney	-300.00
1/17/2017	4993	R.C.S., Inc.	I/N 90311 Park Restr...	Community:Parks & Rec:Park	-200.00
1/17/2017	4994	Union County Public ...	84361*00 (FY2016)	Office:Util	-23.31
1/17/2017	4995	Union County Public ...	91052*00 (FY2016)	Community:Parks & Rec:Park	-9.36
1/17/2017	4996	Xerox Corporation	I/N 087451539 (FY20...	Office:Supplies	-33.01
1/17/2017	4997	Taylor & Sons Mowin...	I/N 013 1/17 (FY2016)	Office:Maint:Service	-365.00
1/17/2017	4998	Sonitrol Security Serv...	I/N 232486 Alarm Ser...	Office:Maint:Service	-21.00
1/17/2017	4999	Heritage Propane	I/N 3060098913 (FY2...	Office:Util	-893.33
1/17/2017	5000	Duke Power	1803784140 (FY2016)	Office:Util	-152.64
1/19/2017	DEP	Deposit	#524k (FY2016)	Other Inc:Zoning	250.00
1/20/2017	EFT	Debit Card (Dell Refu...	Computer M6700 - Fi...	Office:Equip	-447.82
1/23/2017	EFT...	Union County	Dec 2016	Veh Tax:Tax 2016	537.69
			Dec 2016	Veh Tax:Tax 2016	5.54
			Refunds Nov	Veh Tax:Tax 2016	-12.27
			Refunds Dec	Veh Tax:Tax 2016	-0.47
			Dec 2016	Tax Coll:Contract	-17.24
1/24/2017	5001	International Inst Of ...	ID# 16102 2017 Mem...	Office:Dues	-185.00
1/24/2017	5002	Duke Power	2035221941 (FY2016)	Street Lighting	-138.52
1/24/2017	5003	Duke Power	1819573779 (Old Sch...	Office:Util	-29.69
1/24/2017	5004	Windstream	061348611 (FY2016)	Office:Tel	-299.23

Register Report

1/1/2017 Through 1/31/2017

2/21/2017

Page 2

Date	Num	Description	Memo	Category	Amount
1/24/2017	EFT	Debit Card (Office De...	Paper-Calendar-Com...	Office:Supplies	-133.41
1/24/2017	EFT	Debit Card (Lowe's)	Fluorescent Tubes (F...	Office:Maint:Materials	-58.69
1/25/2017	EFT	Debit Card (PayPal)	Keyboard - Vicky (FY...	Office:Supplies	-26.99
1/26/2017	EFT	Point And Pay	Zoning Permit (Cusim...	Other Inc:Zoning	100.00
1/27/2017	EFT...	Paychex Supp	12/16	Office:Mayor	-400.00
			12/16	Emp:FICA:Soc Sec	-24.80
			12/16	Emp:FICA:Med	-5.80
1/28/2017	EFT	Debit Card (Lowe's)	Gloves, Clippers (FY...	Office:Maint:Materials	-36.53
1/30/2017	EFT	Paychex Fees	Year-End Fees (FY20...	Emp:Payroll	-28.00
1/30/2017	EFT...	Paychex	Salary 1/17	Office:Clerk	-2,679.00
			Supplement 1/17	Office:Clerk	0.00
			Hours 1/17	Office:Deputy Clerk	-751.45
			Salary 1/17	Office:Finance Officer:Regular	-2,227.80
			Salary 1/17	Office:Finance Officer:Park Maint	-247.22
			Salary 1/17	Office:Mayor	-400.00
			Salary 1/17	Office:Council	-600.00
			Salary 1/17	Planning:Administration:Salaries	-2,316.16
			Salary 1/17	Tax Coll:Sal	-150.00
				Emp:FICA:Soc Sec	-581.04
				Emp:FICA:Med	-135.89
1/31/2017	EFT	Paychex Fees	Fees, W-2s (FY2016)	Emp:Payroll	-246.24
1/31/2017	EFT...	NC State Treasurer	12/16 LGERS contrib...	Office:Clerk	-171.00
			12/16 LGERS contrib...	Office:Finance Officer:Regular	-142.20
			12/16 LGERS contrib...	Office:Finance Officer:Park Maint	-15.78
			12/16 LGERS contrib...	Planning:Administration:Salaries	-147.84
			12/16 employer contri...	Emp:Benefits:NCLGERS	-949.66
TOTAL 1/1/2017 - 1/31/2017					-1,529.19

TOTAL INFLOWS 17,498.82

TOTAL OUTFLOWS -19,028.01

NET TOTAL -1,529.19

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January 2017

Revenue Details

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Invoice Date	Invoice Number	Description	Invoice Amount
12/31/2016	1706vehgr	GROSS VEH. RENTAL RECEIPTS - D	\$141.71
12/31/2016	150.1-16/12	Tax/Fee/Int - DEC16	\$1,053.44
12/31/2016	100.1-16/12	Tax/Fee/Int - DEC16	\$13,530.75

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00048736	01/13/2017	14,725.90



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

Vendor Number Check Date Check Number
 10870 01/13/2017 00048736

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

\$14,725.90

Pay Fourteen Thousand Seven Hundred Twenty Five Dollars and 90 cents *****

To The TOWN OF MINERAL SPRINGS
 Order Of PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

AP



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

10870
 00048736

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 PO BOX 600
 MINERAL SPRINGS NC 28108

DATE 12/30/16
TIME 19:22:05
USER PHH

UNION COUNTY
COLLECTIONS BY RGCD/REV UNIT/YR-DATE RANGE
DEPOSIT DATE RANGE: 12/01/2016 THRU 12/31/2016
REPORT GROUP: 100 REAL AND PERSONAL
REVENUE UNIT: 990 TOWN OF MINERAL SPRINGS

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PROG# CL2138

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST	TOTAL COLLECTED	COMMISSION	NET OF COMMISSION
2013	5.72	.20	1.84	7.76	.12	7.64
2014	5.44	.24	.71	6.39	.10	6.29
2015	28.95		.41	29.36	.44	28.92
2016	13,691.73	1.57		13,693.30	205.40	13,487.90
TOTAL	13,731.84	2.01	2.96	13,736.81	206.06	13,530.75

DATE 12/30/16
TIME 19:22:05
USER PHH

UNION COUNTY
COLLECTIONS BY RGCD/REV UNIT/YR-DATE RANGE
DEPOSIT DATE RANGE: 12/01/2016 THRU 12/31/2016
REPORT GROUP: 150 STATE BOARD ASSESSED
REVENUE UNIT: 990 TOWN OF MINERAL SPRINGS

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PROG# CL2138

YEAR	TAXES, ASSESSMENTS & MISC. CHARGES	LATE LIST	INTEREST	TOTAL COLLECTED	COMMISSION	NET OF COMMISSION
2016	1,069.48			1,069.48	16.04	1,053.44
TOTAL	1,069.48			1,069.48	16.04	1,053.44

NC Sales & Use Distribution

November 2016 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)	1,490,235.36	1,025,299.40	795,467.35	-	42.96	252,960.57	-	-	(221,155.98)	3,342,849.66
FAIRVIEW	642.70	442.18	343.06	-	0.02	109.09	-	-	452.22	1,989.27
HEMBY BRIDGE	-	-	-	-	-	-	-	-	-	-
INDIAN TRAIL	53,938.81	37,110.52	28,791.79	-	1.55	9,155.86	-	-	37,953.48	166,952.01
LAKE PARK	4,915.28	3,381.77	2,623.71	-	0.14	834.35	-	-	3,458.59	15,213.84
MARSHVILLE	6,707.11	4,614.56	3,580.16	-	0.19	1,138.50	-	-	4,719.38	20,759.90
MARVIN	4,221.81	2,904.66	2,253.55	-	0.12	716.63	-	-	2,970.64	13,067.41
MINERAL SPRINGS	527.46	362.89	281.55	-	0.02	89.53	-	-	371.14	1,632.59
MINT HILL *	35.96	24.74	19.20	-	-	6.10	-	-	25.30	111.30
MONROE	155,183.44	106,768.03	82,834.81	-	4.47	26,341.67	-	-	109,193.22	480,325.64
STALLINGS *	28,531.12	19,629.75	15,229.53	-	0.82	4,843.03	-	-	20,075.63	88,309.88
UNIONVILLE	800.74	550.91	427.42	-	0.02	135.92	-	-	563.43	2,478.44
WAXHAW	44,964.16	30,935.87	24,001.26	-	1.30	7,632.46	-	-	31,638.58	139,173.63
WEDDINGTON *	8,357.75	5,750.23	4,461.25	-	0.24	1,418.69	-	-	5,880.84	25,869.00
WESLEY CHAPEL	1,208.62	831.55	645.15	-	0.03	205.16	-	-	850.44	3,740.95
WINGATE	4,267.95	2,936.39	2,278.17	-	0.12	724.46	-	-	3,003.09	13,210.18
TOTAL	1,804,538.27	1,241,543.45	963,237.96	-	52.00	306,312.02	-	-	-	4,315,683.70

Invoice Date	Invoice Number	Description	Invoice Amount
01/03/2017	1706-NCVTS	NCVTS REFUNDS FOR THE MONTH OF	-\$12.27
01/17/2017	1707-NCVTS	NCVTS REUFNDS FOR THE MONTH OF	-\$0.47
12/31/2016	VTFN1612-1	Cash Recvd NCVTS DEC/16	\$525.99

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00048802	01/23/2017	513.25



County of Union

500 North Main Street
 Monroe, North Carolina 28112

Vendor Number Check Date Check Number
 10870 01/23/2017 00048802

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

\$513.25

Pay Five Hundred Thirteen Dollars and 25 cents *****

To The TOWN OF MINERAL SPRINGS
 Order Of PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

AP



County of Union

500 North Main Street
 Monroe, North Carolina 28112

10870
 00048802

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 PO BOX 600
 MINERAL SPRINGS NC 28108

MINERAL SPRINGS

Jurisdiction # 990

Vendor: **10870-1**
Description:
Invoice Date:
Due Date:
Acct# 78 - 220355

Invoice#: 1706-NCVTS
NCVTS Refunds for the months of November
1/3/2017
1/19/2017

	\$	(12.27)
	\$	(12.27)

MINERAL SPRINGS

Jurisdiction # 990

Vendor: **10870-1**

Invoice#: 1707-NCVTS

Description:

NCVTS Refunds for the months of December

Invoice Date:

1/17/2017

Due Date:

1/19/2017

Acct# 78 - 220355

\$	(0.47)
<u>\$</u>	<u>(0.47)</u>

R/G M/I	Entity	VndNo-R	Inv No	Tax&Fee Amt	IntOnly Amt	Comn Cst	Net Amt	Sts
400 001	Union County	0-0		482,578.74	4,363.86	15,071.43	471,871.10	No Chk
400 011	Countywide Fire Tax	0-0		45,501.74	3,866.28	1,421.10	44,466.92	No Chk
400 012	Countywide EMS Tax	0-0		8,301.90	70.48	1,259.29	8,113.09	No Chk
400 015	Springs Fire Tax	0-0		4,122.62	37.30	130.63	4,029.29	No Chk
400 020	Stallings Fire Tax	0-0		7,978.51	68.98	253.34	7,794.15	No Chk
400 023	Hemby Bridge Fire Tax	0-0		11,136.98	109.90	356.71	10,890.17	No Chk
400 026	Wesley Chapel Fire Tax	0-0		9,431.98	75.02	301.14	9,205.86	No Chk
400 028	Waxhaw Fire Tax	0-0		5,607.49	51.67	177.82	5,481.34	No Chk
400 101	Village of Marvin	1832-7	VTFN1612-1	3,347.20	22.57	107.38	3,262.39	No Chk
400 200	City of Monro	103-7	VTFN1612-1	164,836.77	1,022.09	3,732.51	162,126.35	No Chk
400 222	Monroe Downtown Service District	103-7	VTFN1612-2	99.56	.07	2.79	96.84	No Chk
400 300	Town of Wingate	4064-	VTFN1612-1	4,329.36	44.03	128.66	4,244.73	No Chk
400 400	Town of Marshville	5861-	VTFN1612-1	4,961.88	59.05	140.81	4,880.12	No Chk
400 500	Town of Waxhaw	8268-	VTFN1612-1	44,779.83	432.91	1,437.02	43,775.72	No Chk
400 600	Town of Indian Trail	2924-	VTFN1612-1	56,254.23	548.94	1,774.58	55,028.59	No Chk
400 700	Town of Stallings	4860-2	VTFN1612-1	26,454.87	205.16	1,854.23	25,805.80	No Chk
400 800	Town of Weddington	7518-	VTFN1612-1	6,965.62	43.29	221.34	6,787.57	No Chk
400 900	Village of Lake Park	1833-	VTFN1612-1	5,226.09	67.30	168.09	5,125.30	No Chk
400 930	Town of Fairview	19458-	VTFN1612-1	5,635.37	4.64	19.58	5,620.43	No Chk
400 970	Village of Wesley Chapel	9262-	VTFN1612-1	1,045.06	6.88	33.77	1,018.17	No Chk
400 980	Town of Unionville	11530-	VTFN1612-1	887.88	5.41	27.29	886.00	No Chk
400 990	Town of Mineral Springs	10870-	VTFN1612-1	537.69	5.54	17.24	525.99	No Chk
400 999	Schools	0-0		791,837.11	6,721.74	24,727.43	773,831.42	No Chk
-----User Keyed Amounts-----								
Interest Amount...:				1,100.48				
-----Costs-----								
Billing Cost...:				36,465.82				
Credit Card Cost...:				14,898.36				
Debit Card Cost...:				.00				

Total Costs.....:				51,364.18				

A/P Totals.....:				320,361.41	2,467.88	8,665.29	314,164.00	
No A/P Totals.....:				1,366,497.00	11,885.23	42,698.89	1,335,683.34	
Refund Totals.....:				.00	.00	.00	.00	

Grand Totals.....:				1,686,858.41	14,353.11	51,364.18	1,649,847.34	

- - - E N D - - -

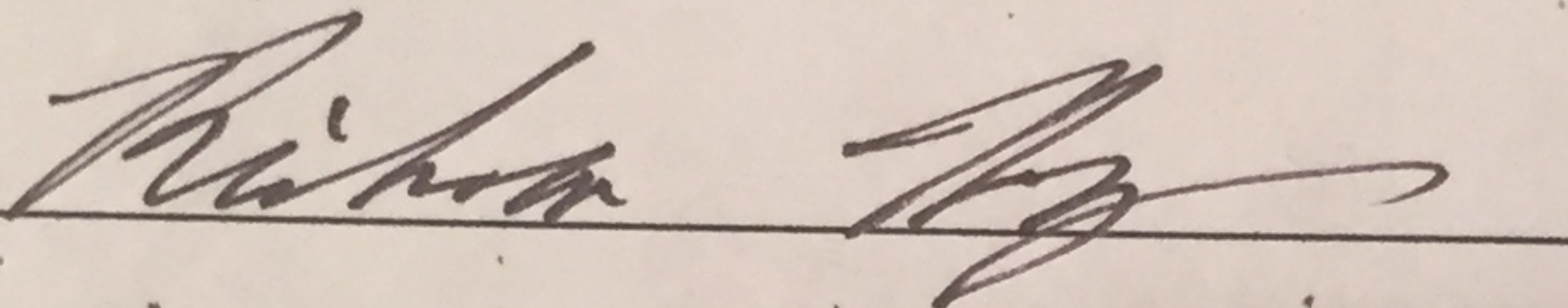
4. Would you be able to study the Ordinances and the Rules of Procedure on your own, as well as to attend a training session if it becomes available?

Yes

5. Regular attendance at the meetings, which are on the fourth Monday of each month, is extremely important. Do you foresee any problems with being able to attend the meetings? If so, please explain?

NONE

I understand that the information provided on this application is subject to the rules under Chapter 132 of the North Carolina General Statutes and will be available as a public record.

Signature 

Date Feb 13, 17

Mail to: Town of Mineral Springs
Attn: Vicky Brooks
P. O. Box 600
Mineral Springs, NC 28108

Or

Email to: msvickybrooks@aol.com

Town of Mineral Springs



P. O. Box 600 ♦ Mineral Springs, NC ♦ 28108

Phone# 704-243-0505 ♦ Fax# 704-243-1705

Town Clerk's Phone/Fax# 704-289-5331

Planning Board Application

Name: Jim Muller

Address: 3427 Buckboard Lane, Mineral Springs NC 28108

Phone: 704 309 8650

Fax: _____

Email: jim.muller@earthlink.net

1. Why do you wish to volunteer as a Planning Board member?

After witnessing the unprecedented, explosive growth in neighboring communities, I wish to assist any way I can to ensure that our town remains true to it's original charter of "Conservation by Design". I feel I just cannot sit back and ignore the real possibility that urban sprawl, or suburban creep, might overtake our town. I want to do all I can to keep a level of sanity while helping our community grow at a reasonable pace.

2. What qualifications do you have that you feel would benefit the Town of Mineral Springs in this capacity?

As a 17 year resident of Mineral Springs, and after witnessing the growth in both Waxhaw and Wesley Chapel, I have a solid feel for what "smart" growth would and should look like. More importantly I see first hand what NOT to do. As a project manager during my day job with 21 years experience I can analyze issues from all perspectives.

3. What do you see as goals for Mineral Springs' land use policies?

I would like to see a combination of smaller neighborhood growth, larger lot size and inclusive green space. Additionally, I would like to see, as much as feasibly possible, construction developers held accountable for improving infrastructure as part of a development plan.

4. Would you be able to study the Ordinances and the Rules of Procedure on your own, as well as to attend a training session if it becomes available?

Yes. I may not understand the ordinances at first but would be willing and able to learn and ask questions. I would be available for any suggested or required training .

5. Regular attendance at the meetings, which are on the fourth Monday of each month, is extremely important. Do you foresee any problems with being able to attend the meetings? If so, please explain?

I would have no foreseen issues attending the monthly planning or Town Council meetings.

I understand that the information provided on this application is subject to the rules under Chapter 132 of the North Carolina General Statutes and will be available as a public record.

Signature James F. Muller

Date 2/21/2017

Mail to: Town of Mineral Springs
Attn: Vicky Brooks
P. O. Box 600
Mineral Springs, NC 28108

Or

Email to: msvickybrooks@aol.com

4. Would you be able to study the Ordinances and the Rules of Procedure on your own, as well as to attend a training session if it becomes available?

yes.

5. Regular attendance at the meetings, which are on the fourth Monday of each month, is extremely important. Do you foresee any problems with being able to attend the meetings? If so, please explain?

No.

I understand that the information provided on this application is subject to the rules under Chapter 132 of the North Carolina General Statutes and will be available as a public record.

Signature



Date

3.2.17

Mail to: Town of Mineral Springs
Attn: Vicky Brooks
P. O. Box 600
Mineral Springs, NC 28108

Or

Email to: msvickybrooks@aol.com



The Town of Mineral Springs

*Home of
The Queen's Cup*

**CONSERVATION
BY DESIGN**

Committed to preserving
a rural community

Welcoming horse owners
and conservation buyers

www.mineralspringsnc.com



☒ North Carolina Wildlife Resources Commission ☒

Gordon S. Myers, Executive Director

February 3, 2017

Deer Urban Archery Season Renewal Form

Vicky Brooks
Town Clerk
PO Box 600
Mineral Springs, NC 28108

Name of Municipality: Town of Mineral Springs County: Union

Please update any contact information changes that need to be made: Name: Address: Phone #:

Participation in the 2018 Season (dates are January 13 - February 17, 2018) Yes No

It is Wildlife Management policy to provide a complete list of participating municipalities to the hunting public in the Regulations Digest. Please indicate a phone number and/or Internet address for listing in the 2017-2018 Inland Fishing, Hunting and Trapping Regulations Digest:

Phone:

Internet address: (Please Print)

Are there any changes to the map submitted with your participation letter? Yes No

Name of Municipality Representative: (Please Print)

Signature of Municipality Representative:

Thank you for your interest in the management of our state's wildlife resources. Please complete and return this form to: Division of Wildlife Management, 1722 Mail Service Center, Raleigh, N.C. 27699-1722 by April 1, 2017.

Handwritten signature of David T. Cobb

David T. Cobb, Ph.D., Chief
Division of Wildlife Management
(919) 707-0050