

**Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Regular Meeting
October 11, 2018 ~ 7:30 PM**

Minutes

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, October 11, 2018.

Present: Mayor Frederick Becker III, Councilwoman Valerie Coffey, Councilman Jerry Countryman, Councilwoman Lundeen Cureton, Councilwoman Peggy Neill, Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin and Deputy Town Clerk Janet Ridings.

Absent: Mayor Pro Tem Bettylyn Krafft and Councilwoman Janet Critz.

Visitors: Sean Keaveney, Barbara Lopez and Manny Provenzano.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of October 11, 2018 to order at 7:30 p.m.

1. Opening

- Councilwoman Neill delivered the invocation.
- Pledge of Allegiance.
- With the power being out, Mayor Becker clarified with Attorney Griffin that by statute, the council only had to have a regular meeting during the month with public comments, whether anyone speaks or not and then they can postpone anything they want without having to go through what we had to go through with the cancelled meeting. There are two visitors this evening that want to make a presentation and it will be up to the council to have adequate light/sound to make it work.

2. Public Comments

- Barbara Lopez - 6307 Pleasant Grove Road, Waxhaw, NC 28173.

3. Consent Agenda

- ***Councilwoman Neill made a motion to approve the consent agenda as presented containing the following:***
 - A. *July 19, 2018 Special Meeting Minutes, August 9, 2018 Regular Meeting Minutes and September 13, 2018 Regular Meeting Minutes*
 - B. *August 2018 Tax Collector's Report*
 - C. *August 2018 Finance Report*

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

Ayes: Coffey, Countryman, Cureton and Neill

Nays: None

4. Presentation by Colonial Life

- Mayor Becker introduced Sean Keaveney and Manny Provenzano from Colonial Life, which just launched a new office in Charlotte and is headquartered in Columbia, South Carolina. Colonial Life provides supplemental health (voluntary) benefits to organizations, helping to reduce the out-of-pocket expenses that may occur due to medical related issues. Colonial Life has the ability to go alongside medical or traditional health insurance, which goes through payroll deduction and a lot of the programs they offer are pre-tax running from approximately \$5 a week to approximately \$10 a week. They are 100% portable, the rates never go up, you can file as many claims as you would like and they provide cash benefits.
- Colonial Life has 18 programs to pick and choose from, but Mr. Keaveney and Mr. Provenzano were only going to present the ones they thought would be the best fit and were available for the town council/staff as follows:
 - Accident Program – coverage is on and off the job for anything accident injury related 24 hours a day, 7 days a week. It is \$5.01 a per week typically on a pre-tax basis. It pays \$125 for accident and emergency treatment. It has an accidental death benefit attached to it of \$40,000 if death occurs because of an accident or injury, which would be increased to \$160,000 if the accidental death occurred because of a common carrier (plane, train, boat, bus). In addition, it has a wellness benefit to it in the amount of \$50 annually if you have an annual physical. The age limit is 80 years old.
 - Cancer Program – pays a lump sum of \$5,000 if there is a positive pathology report of cancer. Every year that you have the program in place it adds on an additional \$600 to that lump sum. Additionally, after cancer has occurred they will pay for treatment (radiation, chemo, experimental treatment) on a monthly and weekly basis, as well as a cash benefit for transportation and helping with family lodging while treatment is taking place. The cost for this program is approximately \$8.08 per week for an individual. The age limit is 75 years old.
 - Short-Term Disability Program – can cover up to 60% of your income for the 3-month or 6-month short-term disability. Colonial Life is competitive in the 3-month and 6-month spaces, but not for long term care. Traditionally they pay between \$1,000 and \$3,000 per month depending on your needs. The monthly cost of this program is based on an individual's income. The age limit is 74 years old.
 - Specified Critical Illness Program – this is a great program for anything major happening (heart attack, stroke, coronary artery bypass, blindness, paralysis). It will pay a lump sum up to \$30,000 with what they call a simplified issue (very little underwriting questions need to go). You can apply for this program as long as you have been five years of heart attack or stroke free. The fees for this program are age related and based on the amount of lump sum benefit that is chosen, which can start as low as \$1,000 and go up to \$75,000. The age limit is 70 years old.

5. **Consideration of a Contract with Benchmark Planning**

- Ms. Brooks explained the town was at the point where Benchmark Planning is giving us a price for reviewing/amending our ordinance and telling what they want to do. Benchmark Planning has recommended that the ordinances become a UDO (Unified Development Ordinance, which means our zoning and subdivision ordinances would just be one). The council has two different options, they could have the planning board do the reviews or they could come up with a steering committee, which she thought would be a great option. The steering committee could be two members from the council, two members from the planning board and maybe two members from the board of adjustment; this would allow a different group of people to read over it. It's up to the council to make that decision. There will be three meetings with a steering committee or the planning board after Benchmark Planning gets the draft ordinance ready. If the council wants additional workshops, they are \$800 apiece. If the council wants to have a public workshop, it will be \$1,250 on top of the \$19,500 that has been quoted. Ms. Brooks pointed out the downtown map amendment facilitation and stated she thought it was Benchmark Planning wanting to take away the downtown overlay and just rezone the downtown area. For Benchmark to give the town the document in Microsoft Word it would cost \$1,000 or it would be presented to us in "InDesign". Ms. Brooks explained she was looking at InDesign today and for a yearly subscription for one person it was just under \$300. Ms. Brooks could use "InDesign" and they wouldn't charge the town that \$1,000 and she would be able to manipulate the program and produce PDF's from it to print it. Mayor Becker explained the reason they charge extra for putting it in Word was this industry has preferred software packages, which is InDesign and it is a little more overhead and staff time for them to do it in Word, because that's not their preferred platform and that's why they want to charge extra, but we all have Word, so Ms. Brooks would have to buy a new program. Ms. Brooks clarified you can't "buy" the program, you "rent" it; anything you get from Adobe now it pretty much renting. Ms. Brooks explained she was looking it up and she could make documents into PDF's and there was no telling what else she could do with the program, she could do the newsletter (on a learning curve).
- For clarification of the pricing – the base (estimated) price is \$19,500 with the option of adding up to three workshops at \$800 each; a public workshop at \$1,250; downtown map facilitation at \$1,250; and to have the document presented in Word format at \$1,000. If all of those options were added the estimated price would be \$25,400. If Ms. Brooks feels InDesign would be a benefit to the town, the option of receiving the document in Word at the cost of \$1,000 could be removed; however, it will cost the town \$300 annually to have the InDesign program. Councilwoman Coffey suggested moving the downtown map facilitation up from the options list, since they would absolutely want Benchmark to do that.
- After some discussion it was agreed that Ms. Brooks will contact Benchmark to request a contract and Attorney Griffin will review it prior to the next meeting for council consideration.
- ***Councilwoman Coffey made a motion to authorize Ms. Brooks to contact Benchmark and request a contract based on these prices and move the downtown map into the body of it if possible and not in Word, take in "In Design" and Councilman Countryman seconded. The motion passed unanimously as follows:***

Ayes: Coffey, Countryman, Cureton and Neill

Nays: None

- Ms. Brooks asked the council if they wanted to do a steering committee or just have the planning board do it. Ms. Brooks thought Councilwoman Coffey and Councilman Countryman would be great. Mayor Becker commented then take two from the planning board. Ms. Brooks added take two from the board of adjustment if we can get somebody from there since they don't meet as much, but she could ask a couple of them if they are interested, because it's really only three meetings. Mayor Becker suggested getting Marty Connell involved. Ms. Brooks added Lisa McCoy. Mayor Becker responded both of them would be great, because they have been around for 15 years. Ms. Brooks will contact board members and the council can form the committee next month.
- **Councilwoman Neill made a motion to authorize Ms. Brooks to staff the steering committee from the council, planning board and board of adjustment and then bring it back to the council next month and Councilman Countryman seconded. The motion passed unanimously as follows:**

Ayes: Coffey, Countryman, Cureton and Neill

Nays: None

6. **Mineral Springs 5th Annual Festival Budget and Update**

- Mayor Becker pointed out the council had the festival report and this wasn't so much strategy for next years' festival although Ms. Lopez had some good input [under public comment]. This is reporting on the current festival and Ms. Brooks balanced with the finance officer. Ms. Brooks reported there was \$2,095.00 in revenues and \$4,767.23 in expenditures; the actual cost to the town was \$2,672.23. Ms. Brooks explained this year was a bad year for a couple of our vendors, one had a death in the family and one of them had a husband who had a stroke. Typically, the town does not give refunds, but in those cases Ms. Brooks felt it was right. Councilman Countryman asked if Ms. Brooks wanted the council to do that. Ms. Brooks responded yes and noted it would take our profit down another \$50.00. Councilman Countryman responded, "what's \$50.00 on \$2,000.00, refund the money".
- **Councilman Countryman made a motion to refund the money in an emergency measure Councilwoman Cureton seconded. The motion passed unanimously as follows:**

Ayes: Coffey, Countryman, Cureton and Neill

Nays: None

- Ms. Brooks made note of all the donated products/services and thanked Ms. Ridings for working her "tail end" off to get all of those prizes. Ms. Brooks explained at some point in the near future they did need to talk about our festival, because it is overtaxing the staff. Ms. Brooks did not know what the solution was, but stated it was really hard on all of the staff and they do get behind in their regular job. Councilwoman Neill responded she thought it was important to have the festival next year; it's our 20th anniversary, but after that... Ms. Brooks pointed out the festival will probably start costing us more money, because we are getting to a point where the fire department isn't just going to donate their services to us, so in order to have fire and first aid we are going to have to start paying for it. Councilwoman Coffey

asked if they would help the town for our 20th. Ms. Brooks responded we may have to pay them. Councilwoman Neill responded she was not opposed to paying them for their time. Ms. Brooks explained the fire department itself is having staffing issues, so it's hard to get somebody to come over here and work for free. Councilwoman Neill stated they are volunteers and in addition to being volunteers for our community/safety she thought they should be compensated. Councilwoman Coffey asked Ms. Brooks if she could get a cost estimate from them. Mayor Becker commented the council may have a review of strategy if they are going to go forward.

- Ms. Brooks commented that she loved David L Cook to death (Artist's Music Guild), but the town needs to seek another avenue to get their entertainment, because it is hard to publicize somebody, get the community involved or wanting to come out to see performers when you don't know who those performers are until a week or two weeks before [the event]; it's very difficult to promote them and this is where we are at. Ms. Brooks continued that the artists they are sending no one has ever heard of, so we're not bringing people out to see our entertainers. "We need to find entertainment that will bring people in". Mayor Becker commented we get more interest offered from the school, with parents and the friends of the chorus/band members; there is nobody listening to the professionals, it's just not getting people excited. Ms. Brooks commented that would be another cost that the we will need to add to our festival budget to be able to hire a band or some kind of talent to come in. Mayor Becker explained there were a lot of problems that we really (as a staff group) have been looking at and haven't got solutions right now, so we are going to need some guidance. Councilman Countryman responded staff needed to tell the council what the problems are. Ms. Brooks responded she just told the council some of them; those are the big ones. Mayor Becker explained if we have a band like Flatland Tourists, we need something else for a stage, the first year it was very awkward, we had no time for anything else, because they need to do stage set-up and to do sound checks, so we need to have two platforms. We need a platform for Ms. Brooks to do her door prizes. Ms. Brooks commented we could do away with the hourly gifts. Mayor Becker thought that should be evaluated, because he thought people liked that and it brings people out. Ms. Brooks agreed. Councilwoman Neill responded yes, they do like that, they get very excited about it. Mayor Becker wrapped it up by saying there were a lot of things to think about and staff will try to present that to the town.

7. Discussion and Consideration of Archive Social for the Town Facebook Page

- Ms. Brooks explained that she didn't have any advice for the council on Archive Social, but the town has had a Facebook page called Town of Mineral Springs since last year before the festival and we do need to retain the records. Archive Social can come right in and capture all of those records and keep them for the town at a substantial fee. Ms. Brooks stated she would like to do some more investigation on how many towns are using Archive Social and what benefit they are getting.
- **Councilman Countryman made a motion that Ms. Brooks investigate them in other forms and Councilwoman Neill seconded. The motion passed unanimously as follows:**

*Ayes: Coffey, Countryman, Cureton and Neill.
Nays: None*

8. Staff Reports

- There were no staff reports.

9. Other Business

- There was no other business.

10. Adjournment

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

Ayes: Coffey, Countryman, Cureton and Neill

Nays: None

- The meeting was adjourned at 8:25 p.m.
- The next regular meeting will be on Thursday, November 8, 2018 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