

Town Council Members

Valerie Coffey – 2019 ~ Jerry Countryman – 2021 ~ Janet Critz – 2021

Lundeen Cureton – 2019 ~ Peggy Neill – 2019

Town of Mineral Springs
Mineral Springs Town Hall
3506 S Potter Road ~ Mineral Springs
Town Council
Regular Meeting
April 11, 2019 ~ 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 Comments**

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

3. **Consent Agenda**

- A. March 14, 2019 Regular Meeting Minutes
- B. February 2019 Tax Collector's Report
- C. February 2019 Finance Report

4. **Artists Music Guild**

David L. Cook will make a brief presentation and request funding for the 2019-2020 Fiscal Year.

5. **Report on Nuisance Property in Downtown Mineral Springs**

Mayor Becker will provide a report on the nuisance property located in downtown Mineral Springs.

6. **Consideration of Future Roles of the Planning Board and Board of Adjustment**

The council will consider requesting that the planning board review and recommend adopting an ordinance to have the planning board serve as the board of adjustment or appointing a new member to the planning board and reappointing a member to the board of adjustment.

7. **Discussion of the Annual Festival and Consideration of Authorizing the Purchase of Festival Banners**

Town Clerk Vicky Brooks will lead the discussion on the upcoming festival and request authorization to purchase festival banners.

8. **2019-2020 Budget – Proposed Departmental Appropriations**

The council will consider recommended appropriations for the 2019-2020 budget.

9. **Staff Updates**

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

10. **Other Business**

11. **Adjournment**

Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Regular Meeting
March 14, 2019 ~ 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, March 14, 2019.

Present: Mayor Frederick Becker III, Mayor Pro Tem Bettylyn Krafft, 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: Councilwoman Janet Critz.

Visitors: Stephen Capobianco, Donald Gaddy, Renee Helms, and Mark Selleck.

With a quorum present Mayor Frederick Becker called the Regular Town Council Meeting of March 14, 2019 to order at 7:31 p.m.

1. **Opening**

- Councilman Countryman delivered the invocation.
- Pledge of Allegiance.

2. **Public Comments**

- There were no public comments.

3. **Consent Agenda**

- **Councilwoman Coffey** made a **motion** to approve the consent agenda as presented containing the following:

- A. February 14, 2019 Regular Meeting Minutes
- B. January 2019 Tax Collector's Report
- C. January 2019 Finance Report

and **Councilman Countryman** seconded. The motion passed unanimously as follows:

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

Nays: None

4. Consideration of Planning Board Applicants

- Mayor Becker noted the memo [in the agenda packet] was self-explanatory; there are four applications. Three of the applicants were present this evening. There are two openings. Mayor Becker opened the floor for discussion.
- Planning Board Applicants introduced themselves:
 - Renee Helms: *“Thank you. My name is Renee Helms. I live just down from here.”* Mayor Becker stated Ms. Helms did not have to make a speech, but anything she wanted to say was great. Councilwoman Neill asked where Ms. Helms lived and how long she had lived here. Ms. Helms responded, *“I live right down the road in the red house with the green roof. I have lived here all my life (38 years).”*
 - Mark Selleck: *“My name is Mark Selleck. I moved here with my family in 1979. I have two children and my wife is a retired school teacher, she taught in this area. I have a small business that I operate on my property, just 75 feet away from my house, so it’s a quick run to work in the morning. I just thought I would maybe get involved in the town in an advisory and see if I could help.”*
 - Steven Capobianco: *“My name is Steven Capobianco. I used to be a school teacher. I moved to Mineral Springs off Saddlewood Drive as of February 2017, so I am quite new to the area. I moved out this way because I wanted to be away from the hustle and bustle of Charlotte where I unfortunately work. At the end of the day, Charlotte is in my rearview mirror getting out to Mineral Springs. I want to hopefully be a part of the planning board just to get more involved in the community, because I am so new to this part of town, but I have grown up in Union County all my life”.* Mr. Capobianco was the Agriculture teacher for Parkwood High School from 2012 to approximately 2015.
- Mayor Becker noted the other application was Mr. Rutland. The council knows him, because he has come and gone on the planning board (he is not in attendance this evening).
- Councilwoman Coffey explained in her opinion, Mr. Rutland deserved top priority, since he has been serving and he was leaving due to a job duty. Mr. Rutland has done well and has served the town as a planning board member, so Councilwoman Coffey felt he is a candidate to retain. Councilwomen Neill and Krafft agreed.
- Councilwoman Coffey referred to the application submitted by Mr. Selleck and asked what the word was in his answer - *“taking into consideration the ‘something’ of attitude of people.”*
 - Mayor Becker answered, *“mix of attitudes.”*
- Councilwoman Coffey asked Mr. Selleck how the word *“attitude”* played into what we would be getting from him as a planning board member.
 - Mr. Selleck: *“I think people in our town, because of the way the town was originally structured, there are people that are more interested in things on the rural side and then there are people that would like more provisions that the town could offer, more development. I like it the way it is, but I know that there are, I think, there should be discussion with the two groups to get different ideas, so that we can come to a recommendation in the advisory position of the board and the consideration of all the different attitudes.”*

- Councilwoman Coffey asked Mr. Selleck in reference to the previous place that he lived, he said that it had been a small community that experienced great growth and he was interested in policies that would help guide... As far as where he was when they got into great growth, was he an integral part of policy-making there, how did he help shape that?
 - Mr. Selleck: *"I didn't, I was young. I was raised in South Florida in a very small town about the size of Waxhaw that now is part of the major metropolitan area and it's the whole of South Florida (Boca Raton). When I was growing up there, it was a town with one stop light, one policeman and then in the mid 60's when I started high school, IBM built a plant, a university was built there and there was a huge influx from outside, the area and the population mushroomed and all the people that moved in took over."*
- Councilwoman Coffey asked Mr. Selleck to expound on the perspective of "I believe that we can better tailor our policies to more accurately address the unique attributes of our community".
 - Mr. Selleck: *"Well, I think as the young man that was a teacher said, a lot of us moved here, because we like the rural aspect that's here and don't like somebody to move from their home to our home and so I think that as long as the majority of the people in this area have that in their mind, that they want us to be a little slower, a little quieter and are not interested in making a four-lane highway going through Mineral Springs, then I think the majority of people should get their position presented and supported."*
- Councilwoman Neill asked Mr. Selleck if he was on the same page as our vision concept.
 - Mr. Selleck: "Yes".
- Councilwoman Neill commented Mr. Selleck didn't want to see a three-hundred-unit apartment building downtown.
 - Mr. Selleck: *"You look at Waxhaw. I can't envision that happening here unless there is a huge influx of people from outside. It's always bothered me that so many people move down here from Charlotte to get away from Charlotte and then they start building things up."*
- Councilwoman Neill commented the council had four wonderful applicants and she thought Mr. Selleck would be a good choice, because he has been a long-time member of the community and a good representative of our community.
- Councilwoman Coffey asked Mr. Capobianco what he saw as goals for Mineral Springs Land Use Policies and how they would reflect the phrase "Conservation by Design". What would his focal point be and what would his number one policy change be that he believed was urgent.
 - Mr. Capobianco: *"Maybe not so much policy change, but it's the way things have been in Mineral Springs. As Mr. Selleck said, we come out here to have a slow pace of living. I grew up in Indian Trail, went to Sun Valley High School. I remember when there was Sun Valley High School and three corn fields. Then I moved to Matthews and I saw the Town of Matthews blow up and I've seen Waxhaw blow up and like Mineral Springs to try and keep the way it is. A little growth is what the public wants, but at the same time, not blow up like the other towns around us are doing. I've seen plans for Waxhaw Parkway come right by where I live and I know the next thing is housing development, so I'd like to see*

that on the back end of how this is all operating and help be part of that decision process.”

- **Councilwoman Coffey** made a **motion** to nominate Michael D. Rutland back to the planning board. Mayor Becker referred to Attorney Griffin and asked if the council could do that. Attorney Griffin responded a motion would be to appoint, a nomination would be for field, and then you select, the council can do it any way they want to do it; then they can make a decision ultimately to put somebody on. Mayor Becker instructed the council they can do these one at a time until they run out of positions. Mayor Becker clarified that Councilwoman Coffey was making a motion to appoint Mr. Rutland and asked for a second on that motion. **Councilwoman Cureton** seconded the motion to appoint Mr. Rutland. Mayor Becker stated, “it seems to be fairly ..., since he is so well known to the planning board and town council. Do we have any further discussion on him? Do we want to vote on the motion to appoint Mr. Rutland?” *The motion passed unanimously as follows:*

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

- Councilman Countryman nominated Mr. Selleck because of his length of time in the community and his vision for the community; he’s seen what the town has done, and he appears to be onboard with what we want to continue to do with wise growth. Councilman Countryman added he felt the choices were excellent and he wished we could make more. Councilman Countryman referred to Mr. Capobianco and asked that he continue to pursue this because the town needs newer residents to the community. Councilman Countryman assured Mr. Capobianco that the council does have progressive thoughts in mind, but to progress in a very wise way, so as to remain as you enjoy, we do not want to be a Waxhaw. From a personal standpoint, Councilman Countryman stated he was not fond of people that move here because they didn’t like where they were, but when they’re here, here becomes where they were and then you wonder why they’re here. Councilman Countryman is very much about the logical and the beneficial development of this community, but to keep its rural flavor and to follow our plan of “Conservation by Design”.
- Councilman Countryman made a motion to appoint Mr. Selleck.
- Councilwoman Krafft commented she was overwhelmed by the results that the town had to this request for applicants and she thought it was awesome, because we have not had this many before and there have been times when we really needed some help. Councilwoman Krafft noted that Renee Helms has put in an application twice, maybe three, at different times that we have had them and has not had the opportunity to serve. Councilwoman Krafft knows from her heart she wants to serve and has been a resident here her whole life. Councilwoman Krafft has spoken with Ms. Helms previously about her desires for the community, which are in line with everybody else that has applied.
- Councilwoman Krafft nominated Renee Helms to be part of the planning board, because she has come forth several times to be active in the community.
- Councilman Countryman withdrew his motion to appoint Mr. Selleck.
- Councilman Countryman nominated Mr. Selleck.

- The council voted on the nominations of Ms. Helms and Mr. Selleck by a show of hands. Ms. Helms: two (Krafft, Cureton). Mr. Selleck: three (Coffey, Countryman, Neill).
- **Councilwoman Neill** made a **motion** to appoint Mr. Selleck and **Councilman Countryman** seconded. The motion passed as follows:

*Ayes: Coffey, Countryman, Krafft, and Neill
Nays: Cureton*

- Ms. Brooks clarified that Michael Rutland would serve the term that expires in January of 2022 and Mark Selleck will finish out the term from Barbara Ballew, which is April of 2020.
- Mayor Becker noted there were still two applicants left. Over the years, the applications have been kept on file for a while. There's a good chance that another vacancy will occur soon. Mayor Becker asked Ms. Helms and Mr. Capobianco if they would like for the town to keep their applications on file; they both agreed.

5. Consideration of the Deer Urban Archery Season Renewal

- Councilman Countryman explained every year at this time, the town has to petition the state for the Urban Archery Season. It's a season that takes place two weeks after the general hunting season in North Carolina is closed and it runs for essentially a month. It is afforded only to those people who hunt with archery equipment. The reason for the Urban Archery Season is the fact that the deer population (particularly in this area of North Carolina) over the last number of years has really exploded. You may know people who have hit them with their vehicle and that is constantly a problem, as is the problem of them consuming your well managed garden. Over the last several years, Mineral Springs has been part of the Urban Archery Program; it's an excellent game management tool.
- **Councilman Countryman** made a **motion** that we again forward our application to the Department of Natural Resources to establish that Urban Archery Season within the city boundaries of Mineral Springs and **Councilwoman Krafft** seconded. The motion passed unanimously as follows:

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

6. Consideration of Purchasing a Steeplechase Race Program Advertisement

- Mayor Becker explained that Steeplechase is the 27th this year (the last Saturday of April) and the town has been buying the full-page ad. It's a very nice ad in the program.
- **Councilman Countryman** made a **motion** to approve the Steeplechase ad for \$300.00 and **Councilwoman Neill** seconded. The motion passed unanimously as follows:

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

7. **Recommendation of the Type of Fire Funding Model for Union County**

- Mayor Becker pointed out he had done a memo but asked if the council would like for Chief Gaddy to refresh their memories.
- Mineral Springs Volunteer Fire and Rescue Department Chief Gaddy reminded the council of when Michael James was here and had four different options: countywide; Brunswick Plan; individual taxation in individual districts; and 80/20. The 80/20 means that the fire district would be responsible for 80 percent of their budget (getting it out of their district) and the county would provide 20 percent at the ad valorem taxes. What this does for the smaller districts or less populated districts (down on the eastern part of the county) is helps them keep their tax rate down. The county is not saying they are going to raise the ad valorem taxes to be able to do this, they are already doing it with the tax base they have now.
- If the county goes with the 80/20, then every one of the seventeen fire districts (or the twelve that are not tax districts) will start receiving sales tax back. Mineral Springs Fire Department gets a little over a hundred thousand dollars every year from sales tax refund from the state; it's based on the tax flow amount in your district. The 80/20 is the best option for the majority of the twelve districts that are now on a fee schedule.
- On Monday night, the county commissioners voted for the 80/20 and told the staff to try to get that finished up, so they could present it back to the board by December, so it can be in next year's budget process. The county commissioners have approved it, but they still need a resolution or a formal letter from the towns.
- Chief Gaddy reiterated the county ad valorem tax shouldn't change. What will happen is, for example, if the Mineral Springs district fire tax was six cents, 80 percent of that six cents would come out of their district and the county would put the other 20 percent in out of the ad valorem taxes.
- Councilman Countryman asked for clarification. If you were under the self-funding tax district, it is indicated that the tax rate would be 5.45 cents and if it's under the 80/20, then the tax rate would be 5.71 cents, which is higher. Chief Gaddy responded, if you look at your tax bill, you have two fire taxes, they will be rolling that second one into that, which makes it seem higher, but he thought what they were doing was rolling that 1.6 cents (the small one) into the fire tax that is countywide, which is supposed to take care of the radios and things like that. They are rolling all of that back into the fire departments and each fire department will have to take care of their radios, which cost \$5,000 each.
- **Councilwoman Coffey** made a ***motion*** that the Mineral Springs Town Council direct the Mineral Springs Mayor to notify Union County that the town recommends and supports the so-called 20/80 Fire Department Funding Model for Union County, North Carolina and **Councilman Countryman** seconded. The motion passed unanimously as follows:

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

8. **Consideration of Approval for Taylor and Sons to Add Pine Straw to the Downtown Park and Town Hall**

- Mayor Becker explained the town does this every year and the council might want to start not having to get approval every year, because it goes on. The council could make a motion to that effect after or it could be included in the motion to approve it.
- **Councilman Countryman** made a **motion** to approve this and that we don't have to approve it in future years. Mayor Becker explained to the audience this is having the landscaper put down pine needles, as a separate thing on top of his monthly contract. **Councilwoman Coffey** seconded the aforementioned motion by **Councilman Countryman**. The motion passed unanimously as follows:

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

Nays: None

9. **Staff Reports**

- Ms. Janet Ridings announced she had received a check to cover the first one on the tax list; it has been paid in full. Today, Ms. Ridings received a check for another one, which will be on next month's meeting.
- Ms. Brooks explained she had talked with Kelley's Copies and it is possible they can do our newsletters ("out the door") as cheaply as we are in-house. Ms. Brooks is still working on that. Mayor Becker stated he had researched equipment, but we will not have to buy that if we can get Kelley's.

10. **Other Business**

- There was no other business.

11. **Adjournment**

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

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

Nays: None

- The meeting was adjourned at 8:15 p.m.
- The next regular meeting will be on Thursday, April 11, 2019 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

FEBRUARY 2019
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

FEBRUARY 28, 2019 REGULAR TAX	2018	2017	2016	2015	2014	2013	2012
BEGINNING CHARGE	67,288.50	65,377.56	61,537.39	62,152.5	64,338.55	64,894.00	66,094.83
TAX CHARGE							
PUBLIC UTILITIES							
DISCOVERIES							
NON-DISCOVERIES							
RELEASES							
TOTAL CHARGE	67,288.50	65,377.56	61,537.39	62,152.50	64,338.55	64,894.00	66,094.83
BEGINNING COLLECTIONS	63,240.02	65,065.00	61,273.38	61,976.98	64,185.10	64,827.89	66,060.50
COLLECTIONS - TAX	2,541.02	5.84	0.28		35.00		
COLLECTIONS - INTEREST	67.67	0.12	0.06	1.88	10.92		
TOTAL COLLECTIONS	65,781.04	65,070.84	61,273.66	61,976.98	64,220.10	64,827.89	66,060.50
BALANCE OUTSTANDING	1,507.46	306.72	263.73	175.52	118.45	66.11	34.33
PERCENTAGE OF REGULAR	97.76%	99.53%	99.57%	99.72%	99.82%	99.90%	99.95%
COLLECTION FEE 1.5 %	39.13	0.09	0.01	0.03	0.69	-	-

Mineral Surveys Prior Years Report
February 2019

February 28, 2019	2011	2010	2009		
BEGINNING CHARGE	\$64,878.42	\$64,737.60	\$63,911.13		
PUBLIC UTILITIES	\$1,319.20	\$1,251.60	\$1,218.28		
MINIMAL RELEASES	(\$145.21)	(\$152.88)	(\$157.18)		
DISCOVERIES	\$61.82	\$321.61	\$46.46		
ABATEMENTS (RELEASES)	(\$301.25)	(\$473.88)	(\$136.74)		
TOTAL CHARGE	\$65,812.98	\$65,684.05	\$64,881.95		
PREVIOUS COLLECTIONS	\$65,722.65	\$65,599.00	\$64,765.62		
PREVIOUS BALANCE DUE	\$90.33	\$85.05	\$116.33		\$291.71
COLLECTIONS - TAX					\$0.00
COLLECTIONS - INTEREST/FEES					\$0.00
GROSS MONTHLY COLLECTIONS					\$0.00
MISC. ADJUSTMENTS					
TOTAL TAX COLLECTED TO DATE	\$65,722.65	\$65,599.00	\$64,765.62		
BALANCE OUTSTANDING	\$90.33	\$85.05	\$116.33		\$291.71
PERCENTAGE COLLECTED	99.86%	99.87%	99.82%		

Mineral Springs Unpaid Property Taxes - Real and Personal as of February 28, 2019

Name	Tax Map Number	2011	2010	2009	Total
BOND, CELESTE B	06054063			\$27.92	
CAROLINA STREET SUPPLY	50103059		\$6.88		
CAROLINA STREET SUPPLY, SHEPPARD JONATHAN	848391	\$6.88			
COOMBER CUSTOM MASONRY LLC	1812652	\$10.44			
D'AMICO, JAMES L	06054024	\$27.68	\$27.68	\$27.68	
DUNCAN, ROBERT W	50100863			\$2.63	
ELLIOTT, JAMES EDWARD & MARIO JAMES ELLIOTT &	06060006E	\$24.00	\$24.00	\$24.00	
EPIC REALTY GROUP INC	50094704			\$10.46	
FATHER & SON PAINTERS	50093623		\$2.41	\$2.09	
MATHENY, VERNA	455325	\$2.22			
METHENY, VERNA	50094323		\$2.22	\$2.44	
ROBERTO BONILLA CUSTOM FRAMING	50104497		\$2.75		
WILLIAMS, RUTH & HUSBAND J C WILLIAMS	05033179	\$19.11	\$19.11	\$19.11	
Total		\$90.33	\$85.05	\$116.33	\$291.71

Agenda Item

4/11/19

Town of Mineral Springs

FINANCE REPORT February 2019

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

April 11, 2019

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Cash Flow Report

through

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Page 1

Category

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INCOME

Interest Income	00000000
Other Income	
Commodities	0000
Investment	
Sponsor	00000000
Lender	00000000
TOTAL Investment	00000000
Sales Tax Refunds	00000000
Conin	00000000
TOTAL Other Income	00000000
Pro Tax	
Receipts	
Int	000000
Tax	00000000
TOTAL Receipts	00000000
TOTAL Pro Tax	00000000
Pro Tax Prior Years	
Pro Tax	
Receipts	
Int	000000
Tax	000000
TOTAL Receipts	000000
TOTAL Pro Tax	000000
Pro Tax	
Receipts	
Int	000000
Tax	000000
TOTAL Receipts	000000
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Pro Tax	
Receipts	
Int	0000
Tax	000000
TOTAL Receipts	000000
TOTAL Pro Tax	000000

Cash Flow Report 000000 QTD

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Category	00000000 00000000
Int	000000
Tax	000000
TOTAL Revenues	000000
TOTAL Cro/Tax	000000
TOTAL Cro/Tax Prior Years	000000
Sales Tax	
Cable TV	00000000
Electricity	00000000
Natural Gas Expense	000000
Sales & Use Dist	00000000
Telephone Communications	00000000
TOTAL Sales Tax	00000000
DeTax	
Int	000000
Tax	00000000
TOTAL DeTax	00000000
TOTAL INCOME	157,617.68

EXPENSES

Ads	000000
Attorney	00000000
Audit	00000000
Capital Outlay	
Equipment	00000000
TOTAL Capital Outlay	00000000
Co-unit	
Rent	000000
Maint	00000000
Newsletter	
Post	000000
Printing	000000
TOTAL Newsletter	00000000
Cars & Re	
Car	00000000
TOTAL Cars & Re	00000000
Special Items	
Estimate	00000000
Services	00000000
TOTAL Special Items	00000000
TOTAL Co-unit	00000000
Benefits	
Dental	000000
Life	000000
NCLORS	00000000
Vision	000000
TOTAL Benefits	00000000
Bond	000000
IC	
Med	00000000
Social Sec	00000000

Cash Flow Report 000000 0TD

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Category	00000000 00000000
TOTAL IC	00000000
Roll	00000000
Un	000000
or Co	00000000
TOTAL	00000000
Office	
Ban	000000
Cler	00000000
Counil	00000000
Deput Cler	00000000
Dues	00000000
Qui	00000000
Finance Officer	
Regular	00000000
TOTAL Finance Officer	00000000
Ins	00000000
Maint	
Materials	00000000
Service	00000000
TOTAL Maint	00000000
Maor	00000000
ost	00000000
Records	00000000
Supplies	00000000
Tel	00000000
Util	00000000
TOTAL Office	00000000
Manning	
Administration	
Contract	00000000
Salaries	00000000
TOTAL Administration	00000000
Innovation	00000000
Misc	00000000
Ordinance Changes	00000000
TOTAL Manning	00000000
Street Lighting	00000000
Tax Coll	
Contract	00000000
Sal	00000000
TOTAL Tax Coll	00000000
Training	
Officials	00000000
Sta	00000000
TOTAL Training	00000000
Travel	00000000
TOTAL EXPENSES	183,981.82
TRANSFERS	
ROM Ce Min S	00000000
ROM MM Sa ar Sterlin	00000000

Cash Flow Report 000000 0TD

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Page 1

Category	00000000 00000000
TO Ceo Min Socs	00000000
TO MM Saar Sterlin	00000000
TO Sout State CD	00000000
TOTAL TRANSFERS	0.00
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OVERALL TOTAL	-26,364.14

Account Balances Report as of

Includes unrealized gains

Page

Account	Balance	Balance	Balance	Balance
ASSETS				
Cash and Bank Accounts				
Ce Min S				
M Neel Car s s ro				
MM Sa ar Sterlin				
NCCMT Cas				
Sout State CD				
TOTAL Cash and Bank Accounts	769,851.45	770,200.51	734,306.71	718,424.93
Other Assets				
State Revenues Releivable				
TOTAL Other Assets	0.00	61,440.37	58,704.79	56,821.56
TOTAL ASSETS	769,851.45	831,640.88	793,011.50	775,246.49
LIABILITIES				
Other Liabilities				
Accounts payable				
s ros				
TOTAL Other Liabilities	21,887.76	22,889.64	21,887.76	21,887.76
TOTAL LIABILITIES	21,887.76	22,889.64	21,887.76	21,887.76
OVERALL TOTAL	747,963.69	808,751.24	771,123.74	753,358.73

Account Balances Historical Report

Includes unrealized gains

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Page 1

Balance	Balance	Balance	Balance	Balance	Balance
760,526.27	747,997.49	731,596.16	811,163.08	813,496.48	804,274.86
0.00	0.00	0.00	0.00	0.00	0.00
760,526.27	747,997.49	731,596.16	811,163.08	813,496.48	804,274.86
21,887.76	21,887.76	21,887.76	21,887.76	21,887.76	21,887.76
21,887.76	21,887.76	21,887.76	21,887.76	21,887.76	21,887.76
738,638.51	726,109.73	709,708.40	789,275.32	791,608.72	782,387.10

Mineral Services Monthly Revenue Summary

TOWN OF MINORAL SERVICES									
REVENUE SUMMARY									
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November
Proportional Prior									
Proportional									
Duplicate Proportional									
Fund Balance Prior									
Gross Receipts Tax									
Interest									
Sales Tax Electricity									
Sales Tax Sales & Use									
Sales Tax Other Util									
Sales Tax Other Be									
Real Estate Taxes									
Donations									
Other									
Totals	\$ 349,990.00	\$ 192,372.32	\$ 157,617.68	45.0%	\$ 1,089.34	\$ 3,005.54	\$ 3,790.52	\$ 5,734.09	\$ 6,438.25
	December	January	February	March	April	May	June	June a/r	
Proportional Prior									
Proportional									
Duplicate Proportional									
Fund Balance Prior									
Gross Receipts Tax									
Interest									
Sales Tax Electricity									
Sales Tax Sales & Use									
Sales Tax Other Util									
Sales Tax Other Be									
Real Estate Taxes									
Donations									
Other									
Totals	\$ 101,894.06	\$ 22,912.79	\$ 12,753.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Mineral Services Budget Comparison

TOWN OF MINORCL SERVICES									
BUDGET COMPARISON									
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November
Advertising									
Attorney									
Audit									
Charities & Agencies									
Community Projects									
Continence									
Employee Overtime									
Electricity									
Fire Protection									
Office & Administrative									
Planning & Zoning									
Street Lighting									
Tax Collection									
Training									
Travel									
Capital Outlay									
Totals	\$ 349,990.00	\$ 166,008.18	\$ 183,981.82	52.6%	\$ 38,716.84	\$ 20,770.55	\$ 18,510.74	\$ 18,262.87	\$ 22,839.58
Off Budget:									
Tax Refunds									
Interfund Transfers									
Total Off Budget:			\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

Mineral Services Budget Comparison

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising								
Attorney								
Audit								
Charities & Agencies								
Community Projects								
Continence								
Director's Office								
Electricity								
Fire Protection								
Office & Administrative								
Planning & Zoning								
Street Lighting								
Tax Collection								
Training								
Travel								
Capital Outlay								
	\$ 22,327.14	\$ 20,579.39	\$ 21,974.71	\$ -	\$ -	\$ -	\$ -	\$ -
Off Budget:								
Tax Refunds								
Interfund Transfers								
Total Off Budget:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

February 2020 Cash Flow Report Feb 2020

Account Group

Account

Page 1

Category

Account

INCOME

Interest Income	0.00
Other Income	
Sales Tax Returns	0.00
Conin	0.00
TOTAL Other Income	0.00
Pro Tax	
Receipts	
Int	0.00
Tax	0.00
TOTAL Receipts	0.00
TOTAL Pro Tax	0.00
Pro Tax Prior Years	
Pro Tax	
Receipts	
Int	0.00
Tax	0.00
TOTAL Receipts	0.00
TOTAL Pro Tax	0.00
Pro Tax	
Receipts	
Int	0.00
Tax	0.00
TOTAL Receipts	0.00
TOTAL Pro Tax	0.00
Pro Tax	
Receipts	
Int	0.00
Tax	0.00
TOTAL Receipts	0.00
TOTAL Pro Tax	0.00
Pro Tax	
Receipts	
Int	0.00
Tax	0.00
TOTAL Receipts	0.00
TOTAL Pro Tax	0.00
Pro Tax	
Receipts	
Int	0.00
Tax	0.00
TOTAL Receipts	0.00
TOTAL Pro Tax	0.00
TOTAL Pro Tax Prior Years	0.00

February 2000 Cash Flow Report Feb 2000

Account Group

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Page 1

Category	Amount
Sales Tax	
Sales & Use Dist	000000
TOTAL Sales Tax	000000
Fee Tax	
Int 0000	0000
Tax 0000	0000
TOTAL Fee Tax	0000
TOTAL INCOME	12,753.09
EXPENSES	
Attorney	000000
Coop Unit	
Maint	000000
Newsletter	
Post	000000
TOTAL Newsletter	000000
Cars & Re	
Car	000000
TOTAL Cars & Re	000000
Special Costs	
EstiCal	000000
TOTAL Special Costs	000000
TOTAL Coop Unit	000000
Benefits	
Dental	000000
Life	000000
NCLORS	000000
Vision	000000
TOTAL Benefits	000000
IC	
Med	000000
SoSe	000000
TOTAL IC	000000
Payroll	000000
TOTAL	000000
Office	
Clerk	000000
Council	000000
Deputy Clerk	000000
Finance Officer	
Regular	000000
TOTAL Finance Officer	000000
Maint	
Service	000000
TOTAL Maint	000000
Major	000000
Supplies	000000
Tel	000000
Util	000000
TOTAL Office	000000

February 2020 Cash Flow Report Feb 2020

Account Group

Account

Page 1

Category	
Plant	
Administration	
Salaries	10,000.00
TOTAL Administration	10,000.00
Misc	1,000.00
Ordinance Charges	10,000.00
TOTAL Plant	21,000.00
Tax Coll	
Contract	1,000.00
Sal	1,000.00
TOTAL Tax Coll	2,000.00
Travel	1,000.00
TOTAL EXPENSES	21,974.71
OVERALL TOTAL	-9,221.62

Register Report Feb

through

00000000

Page 1

Date	Num	Description	Memo	Category	Clr	Amount
			Hours 0000 00000000	Office Duties Clerical	R	000000
			Salary 0000 00000000	Office Finance Officer Regular	R	00000000
			Salary 0000 00000000	Office Manager	R	000000
			Salary 0000 00000000	Office Council	R	000000
			Salary 0000 00000000	Planning and Administration Salaries	R	00000000
			Salary 0000 00000000	Tax Coll Sal	R	000000
			000000	IC Social Sec	R	000000
			000000	IC Med	R	000000
00000000	00T	Balance Fees	Fees 0000 00000000	00 000a roll	R	000000
00000000	D00	Deposit	000000 00000000	Other Income	R	000000
2/1/2019 - 2/28/2019						-10,730.20

TOTAL INFLOWS	11,244.51
TOTAL OUTFLOWS	-21,974.71
NET TOTAL	-10,730.20

February 2019
Revenue Details

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County of Union, Monroe, NC 28112

Check Number: 00058331

Invoice Date	Invoice Number	Description	Invoice Amount		
02/01/2019	1907 Taxes	Tax/Fee/Int - January 2019	\$7,634.08		
Vendor No.		Vendor Name	Check No.	Check Date	Check Amount
10870		TOWN OF MINERAL SPRINGS	00058331	02/11/2019	7,634.08



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

Vendor Number Check Date Check Number
 10870 02/11/2019 00058331

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

\$7,634.08

Pay Seven Thousand Six Hundred Thirty Four Dollars and 08 cents *****

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

**EFT COPY
 NON-NEGOTIABLE**

AP



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

10870
 00058331

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 PO BOX 600
 MINERAL SPRINGS NC 28108

**Jurisdiction Collection by Year
Union County
Date Distributed: 1/1/2019 to 1/31/2019**

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2013	1.69	0.00	0.76	2.45	0.04	2.41
2014	7.39	0.00	5.79	13.18	0.20	12.98
2015	3.07	0.00	6.29	9.36	0.14	9.22
2016	10.71	0.00	5.50	16.21	0.24	15.97
2017	25.10	0.00	4.22	29.32	0.44	28.88
2018	7,633.23	5.73	40.86	7,679.82	115.20	7,564.62
Total:	7,681.19	5.73	63.42	7,750.34	116.26	7,634.08
Grand Total:	7,681.19	5.73	63.42	7,750.34	116.26	7,634.08

NC Sales & Use Distribution

December 2018 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)										
AIR										
AMB BRID										
INDIAN TRAIL										
LORR										
MERSVILLE										
MORRIS										
MINORLE SPRINGS										
MINT HILL										
MONROE										
STALLINS										
UNIONVILLE										
WOOD										
ADDINGTON										
ASL CROSSL										
INTERT										
TOTAL										

Invoice Date	Invoice Number	Description	Invoice Amount
02/14/2019	1907-NCVTS	NCVTS REFUNDS FOR THE MONTH OF	\$7.33
02/14/2019	VTFN1901-1	Cash Recvd NCVTS JAN/19	\$588.39
Vendor No.			Vendor Name
10870			TOWN OF MINERAL SPRINGS
Check No.		Check Date	Check Amount
00058459		02/15/2019	595.72



County of Union

500 North Main Street
 Monroe, North Carolina 28112

Vendor Number Check Date Check Number
 10870 02/15/2019 00058459

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

\$595.72

Pay Five Hundred Ninety Five Dollars and 72 cents *****

To The
 Order Of

TOWN OF MINERAL SPRINGS
 PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

AP



County of Union

500 North Main Street
 Monroe, North Carolina 28112

10870
 00058459

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 PO BOX 600
 MINERAL SPRINGS NC 28108

MINORAL SERVICES

Jurisdiction 0000

Vendor 10870-1

Invoice 000000 NCATS

Description

NCATS Refunds for the months of January

Invoice Date

0000000000

Due Date

0000000000

Account 715 - 220355

0000	0000
\$	7.33

R/G M/I	Entity	VndNo-R	Inv No	Tax&Fee ---Amt---	IntOnly ---Amt---	Cmn ---Cst---	Net ---Amt---	---Sts---
400 001	Union County	0-0		525,638.55	5,430.01	16,072.94	515,995.62	No Chk
400 003	Approved Debt Tax	0-0		73,943.58	690.61	2,255.86	72,378.33	No Chk
400 011	Countywide Fire Tax	0-0		24,641.91	230.97	7,751.72	24,121.16	No Chk
400 012	Countywide EMS Tax	0-0		62,935.13	588.18	1,919.76	61,603.55	No Chk
400 015	Spring Fire Tax	0-0		7,163.82	63.53	220.35	7,006.96	No Chk
400 020	Stallings Fire Tax	0-0		11,853.44	103.11	358.35	11,598.20	No Chk
400 023	Remby Bridge Fire Tax	0-0		14,060.40	136.88	437.51	13,759.77	No Chk
400 026	Wesley Chapel Fire Tax	0-0		15,228.68	120.09	480.13	14,868.64	No Chk
400 028	Waxhaw Fire Tax	0-0		11,666.43	106.07	366.37	11,406.13	No Chk
400 101	Village of Marvin	0-0		5,021.96	36.56	160.48	4,898.04	No Chk
400 200	City of Monroe	1832- VTFN1901-1		227,997.00	1,672.53	5,312.81	224,356.72	No Chk
400 222	Monroe Downtown Service District	103-7 VTFN1901-1		220.20	79	7.58	213.41	No Chk
400 300	Town of Wingate	4064- VTFN1901-1		6,801.92	123.79	199.07	6,726.64	No Chk
400 400	Town of Waxhaw	5861- VTFN1901-1		7,743.27	88.66	221.60	7,610.33	No Chk
400 500	Town of Indian Trail	8268- VTFN1901-1		89,654.12	592.42	2,377.87	87,868.67	No Chk
400 600	Town of Stallings	2924- VTFN1901-1		75,258.44	751.58	2,287.90	73,722.12	No Chk
400 700	Town of Weddington	4860-2 VTFN1901-1		35,884.94	285.79	1,122.04	35,048.69	No Chk
400 800	Town of Weddington	7518- VTFN1901-1		9,902.75	82.90	307.48	9,678.17	No Chk
400 900	Village of Lake Park	1833- VTFN1901-1		7,762.28	70.18	245.68	7,586.78	No Chk
400 930	Town of Fairview	19458- VTFN1901-1		7,848.30	9.10	25.60	7,831.80	No Chk
400 970	Village of Wesley Chapel	9262- VTFN1901-1		1,511.96	12.11	46.73	1,477.34	No Chk
400 980	Town of Unionville	11530- VTFN1901-1		1,383.53	12.61	42.67	1,353.47	No Chk
400 990	Town of Mineral Springs	10870- VTFN1901-1		602.11	5.10	18.82	1,588.39	No Chk
400 999	Schools	0-0		1,065,013.27	9,951.69	32,489.62	1,042,475.34	No Chk
-----	User Keyed Amounts							
Interest Amount..:								
-----	Costs							
Billing Cost.....:				470,592.78	3,744.12	12,376.33	461,960.57	
Credit Card Cost..:				1,813,145.21	17,421.14	55,352.65	1,775,213.70	
Debit Card Cost...:				.00	.00	.00	.00	
Total Costs.....:				2,283,737.99	21,165.26	67,728.98	2,237,174.27	

--- E N D ---

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: April 4, 2019
Subject: Discussion of blighted downtown property

There has recently been some renewed interest in what can be done to improve the dilapidated property in the 5800 block of Waxhaw Highway downtown west of the fire department. Because there are so many angles to this matter, I wanted to prepare as comprehensive a summary as possible so that Council has all available relevant information in one place. Following is a brief review of the town's actions involving "blighted" properties including this one, a history of the subject property, and some additional possible remedies.

The strategies addressed in this memo are:

-) Abatement by means of municipal nuisance ordinance
-) Abatement by Union County enforcement of state building code
-) Outright purchase by municipality and subsequent improvement of property
-) Purchase and improvement using voter-approved General Obligation bond
-) Acquisition of property through eminent domain
-) Upgrade/improvement by municipality without purchase

On March 9, 2017 Council adopted a nuisance ordinance, O-2017-01, as permitted by municipal authority to exercise the general Police Power granted in Article 8, Chapter 160A of the General Statutes. This ordinance defined "Nuisance Structures" and set forth a procedure to have such nuisances abated, including possible demolition of such structures by the town with the cost of demolition being charged to the property owner. As with any effort by a unit of government to seize or destroy private property, such a process is of necessity very complicated and includes numerous legal steps to protect the property rights of individual owners. A complaint was received about the aforementioned property, and the town (through its enforcement contractor) began the lengthy process set forth in the ordinance.

Shortly thereafter, a series of "Nuisance Structure" complaints was received by town officials from a single person covering over a dozen older buildings and barns throughout the town, many of which were nearly invisible from a public road, with indications by the complainant that many more such complaints would be forthcoming. Consultation with legal counsel convinced the town council that the town could not "pick and choose" which complaints to pursue, and that EVERY complaint would have to be investigated and, if necessary, abated at great expense to the taxpayers and property owners. After discussion, Council concluded that the town was likely to fall into a bottomless "money pit" as a result of so much enforcement activity, and on May 11, 2017, Council adopted O-2017-02 repealing the nuisance ordinance in its entirety.

Shortly after Mineral Springs repealed its nuisance ordinance, the same complainant addressed his complaints to Union County Building Code Enforcement, which enforces the state building code and has additional authority over unsafe properties. Union County has building-code jurisdiction in unincorporated areas as well as within all municipalities except Monroe and Waxhaw. Unfortunately, remedies under the building code applicable to dilapidated properties are limited, and Union County was only able to require that the property owner secure access points to the buildings to prevent unauthorized entry and “shore up” any accessible portions found to be in imminent danger of collapse. The property owner took all steps required by Union County, but these steps did not improve the visual appeal of the property.

On July 19, 2018 Council conducted a “mini-workshop” on community needs and goals. I suggested that council could consider putting a voter-approved General Obligation bond on a future ballot in order to fund the purchase of the downtown property in question, the demolition of the dilapidated structures on the property, and the preparation of the property for resale. There was no discussion of a possible purchase price or a budget for improvement of the property.

I conducted additional research on the subject property, focusing on known environmental issues that are documented by the North Carolina Department of Environmental Quality (“DEQ”). In 1990, leaking underground fuel storage tanks were removed from the property and the removal was properly documented. However, some contaminated soil remained on site, and remains in a very small area of the property to this day. DEQ has required that a “Notice of Residual Petroleum” be recorded for this property, which constitutes a deed restriction on the property prohibiting use of water-supply wells on the property and limiting use of the property to industrial or commercial purposes and specifically excluding residential, school, park, recreational, or other such use. This document is recorded in the Union County registry at Book 6464, Pages 515-519. It should be noted that the contamination is relatively minor and could be remediated – which would allow the deed restrictions to be eliminated – by removing the single area of contaminated soil lying beneath the former location of the tanks themselves. If the town were to purchase the property, there are Environmental Protection Agency grants available that could potentially cover most of the cost of soil remediation.

On April 2, 2015, a potential purchaser of the property had retained Resolve Environmental Services PLLC to conduct a Phase II Environmental Site Assessment. This assessment confirmed the soil conditions and made the following recommendation: “Based upon the presence of petroleum contamination at the site, a *Notice of Residual Petroleum* must be recorded on the deed prior to property conveyance. Resolve recommends that the seller indemnify the buyer for the release prior to any property acquisition; or some other indemnification mechanism, such as a Brownfields designation, is obtained prior to purchasing the property.” The potential purchaser did not purchase the property.

In addition to the soil situation, there is the known presence of asbestos in at least the siding of some of the structures on the property. Asbestos in this form does not constitute a severe danger to the community while in place, but an asbestos inspection and asbestos removal by a qualified contractor would need to take place prior to demolition of the structures. In 2007 when the town was considering purchasing the building that is now the town hall, an asbestos inspection was conducted at a cost of \$1,850 and removal of asbestos-bearing floor tile and a small amount of additional incidental asbestos from the building cost \$6,900.

Late in 2018 I contacted the owner of the downtown property to ask about a purchase price. At that time, the owner informed me that his price was \$400,000, and he emphasized several times that that was a firm and non-negotiable price.

Based on that purchase price, the estimated cost of another Phase II Site Assessment, the estimated cost of asbestos inspection and removal, the estimated local match if an EPA grant were secured to remove the contaminated soil, the demolition of the buildings, and the regrading, preparation, and seeding of the 1.4-acre site, the total cost of purchasing and “cleaning up” the property would be in the neighborhood of \$500,000.

Currently the town has an unrestricted General Fund balance of approximately \$800,000, so the town could theoretically undertake a project to purchase and improve the subject property and then, someday, hopefully resell it for development to recoup the purchase price. Although we have not commissioned an appraisal of the property, my belief is that its current fair market value is substantially below the asking price of \$400,000. Its current tax value according to the Union County Tax Administrator is \$188,700. In any event, I would NOT recommend that the town commit so much of its fund balance to a single open-ended commitment such as this purchase; while a \$300,000 fund balance would still meet the legal requirements of the North Carolina Local Government Commission, it would severely hamper the town’s flexibility, endanger its financial cushion, and further delay planned capital improvement projects such as the community center.

That leaves the alternative of a voter-approved General Obligation bond. There is still time to get a bond referendum placed on the November 5, 2019 ballot. In North Carolina, any local government debt must go through an approval process involving the State Treasurer’s Office and the Bond Council. Such borrowing is strictly regulated in order to protect the taxpayers. On April 2, 2019 I contacted the Local Government Debt department of the State Treasurer’s office and spoke with Mr. Tony Blalock who specializes in General Obligation bonds. In order for a bond issue to be approved, it must pass two separate tests: 1) a “Public Purpose” test, and 2) a “Financial” test.

Based on my description of the project, Mr. Blalock believed that the Bond Council MIGHT find favorably on the Public Purpose question, although it was by no means a certainty. While economic development and community appearance can be construed as public purposes, it is much easier to get the necessary approval for more traditional public purposes such as construction of a town hall or a library or a park or a police headquarters.

Even more discouraging, however, Mr. Blalock shared my concern over the inability of this proposal to pass the “Financial” test. If a municipality is seeking approval to borrow money – secured by the “full faith and credit” of that municipality and guaranteed to be repaid with taxpayer money – the bar is quite high. For property purchases, an appraisal would be an absolute necessity and the Local Government Commission would be unlikely to approve a bond issue where the municipality was paying more than fair market value for a property acquisition and, in fact, expected to lose money on the acquisition.

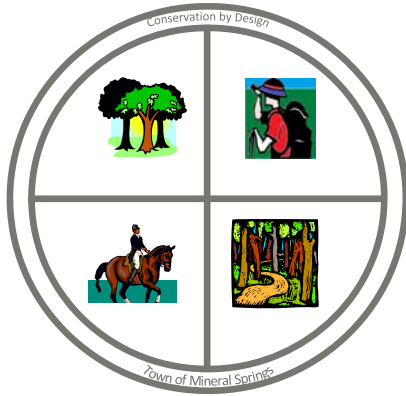
Based on those findings, it would appear that a General Obligation bond would be out of the question.

Finally, Mineral Springs could attempt to acquire the property through Eminent Domain. Contrary to what some people believe, Eminent Domain is *not* a seizure or condemnation of a property without any payment to the property owner, but it *may* allow a unit of government to acquire property at a price

established by a court if the unit is unwilling to pay the owner's asking price. Use of Eminent Domain also generally requires a clearly-defined "public-purpose" finding, such as the acquisition of road right-of-way. After the notorious and unpopular *Kelo* US Supreme Court decision in 2005, which upheld the city of New London's use of Eminent Domain to acquire properties to facilitate redevelopment by a third party, citizens and elected officials nationwide began to take a closer look at the use of Eminent Domain and to take steps to curb its use. Mineral Springs might find itself on shaky legal ground if it attempted to seize the subject property by use of Eminent Domain.

I believe that options to purchase this property are limited and do not seem feasible at this time. It is up to Council to determine whether there is a viable purchase mechanism.

Finally, the town could – with permission of the property owner – simply undertake demolition of the structures at its own expense. The EPA grants are not available unless a unit of government owns the property, so the soil remediation could probably not be undertaken, but simply removal of the structures would be an improvement. However, the Mineral Springs town council has been firm in its resolve NOT to spend taxpayer money improving a privately-owned piece of property. In fact, doing so might not even be legal. Therefore, I have not yet brought up the issue to the property owner. Council must make a determination about its willingness to pursue such a course of action.



Town of Mineral Springs
 Zoning Administrator
 Vicky Brooks
 P O Box 600
 Mineral Springs, NC 28108
 704-289-5331
 704-243-1705 FAX
msvickybrooks@aol.com
www.mineralspringsnc.com

MEMO

To: Town Council
 From: Vicky Brooks
 Date: April 3, 2019
 Re: Agenda Item 6 – Consideration of Future Roles of the Planning Board and Board of Adjustment

As we are going through the process of amending our zoning and subdivision ordinances, as well as converting them into a unified development ordinance, there has been discussion about having the planning board act as the board of adjustment. We have come to a point with our planning board and board of adjustment where it would be simpler for the council to move forward with a decision to keep the boards separate or go ahead and combine them, prior to the official adoption of the unified development ordinance, because of the term expirations and vacancies to the boards at this time.

Currently the boards are set-up as follows:

Planning Board 7 members			Board of Adjustment 5 members, two alternates		
Member	Term Expires		Member	Term Expires	
1. Richard Helms	January 2022		1. Sharon Carter	April 2020	
2. Bettylyn Krafft	January 2022		2. Valerie Coffey	April 2021	
3. Jeff Krafft	January 2020		3. Marty Connell	April 2019*	
4. Jim Muller	January 2020		4. Lisa McCoy	April 2019**	
5. Michael Rutland	January 2022		5. Michael Rutland	April 2020***	
6. Mark Selleck	January 2020		Alternates		
7. Vacant	January 2020		1. Jim Muller	April 2020****	
			2. Vacant	April 2021	

- * Marty Connell agreed to be reappointed
- ** Lisa McCoy has not agreed to be reappointed
- *** Michael Rutland serves concurrently on the planning board and board of adjustment
- **** Jim Muller serves concurrently on the planning board and board of adjustment

Should the council decide to have the planning board serve as the board of adjustment as well – you could increase the size of the boards to seven members with two alternates as follows:

Planning Board / Board of Adjustment		
7 members, two alternates		
	Member	Term Expires
1.	Valerie Coffey	April 2021
2.	Richard Helms	January 2022
3.	Bettylyn Krafft	January 2022
4.	Jeff Krafft	January 2020
5.	Jim Muller	January 2020
6.	Michael Rutland	January 2022
7.	Mark Selleck	January 2020
Alternates		
1.	Sharon Carter	April 2020
2.	Marty Connell	April 2022

If this is the direction council wishes to take, this change could be accomplished by adopting the accompanying ordinance after the planning board recommends it to the town council, which can be effective once adopted (prior to the eventual adoption of a new unified development ordinance).

As you can see from the list of members, two of them would be council members. The council may wish to use this time to consider implementing a policy on whether to allow council members and/or immediate family members to serve on these boards in the future.

The other decision the council will be considering with the unified development ordinance is to eliminate the step of the planning board hearing conditional use permit (CUP) requests and for the board of adjustment to be the board that makes the final decision on those cases. There has been a consensus of the steering committee to recommend that the council eliminate the planning board from hearing CUP's and that the board of adjustment (instead of the town council) be the deciding board. Should this be the end decision, there would no longer be a conflict with council members serving on the planning board/board of adjustment, but the town council needs to make that distinction.

Should the council not wish to have the planning board serve as the board of adjustment, the planning board would need to have one more member (after the resignation of Gabriella Rink last month). As you are aware, there are two more planning board applications on file: Renee Helms and Steven Capobianco. There are two vacancies on the board of adjustment with Lisa McCoy deciding to step down and one alternate position that has remained open for some time.

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE DELEGATING THE
MINERAL SPRINGS PLANNING BOARD
TO ALSO SERVE AS THE MINERAL SPRINGS
BOARD OF ADJUSTMENT
O-2018-02**

WHEREAS, N.C.G.S. §160A-361 authorizes creation and/or designation of Planning Boards and N.C.G.S §160A-388 authorizes zoning ordinances to provide for the appointment of a Board of Adjustment; and

WHEREAS, Article 11 of the Mineral Springs Zoning Ordinance established the Board of Adjustment consisting of five members and two alternates per N.C.G.S. §160A-388; and

WHEREAS, the Town of Mineral Springs is currently in the process of updating/amending the Zoning and Subdivision Ordinances and combining them into a unified Development Ordinance; and

WHEREAS, the Development Ordinance Steering Committee recommends that upon adoption of the Development Ordinance that the Planning Board will also serve as the Board of Adjustment and will consist of seven (7) members and two (2) alternates and the members currently serving on those boards will merge together; and

WHEREAS, there are currently vacancies on the Planning Board and Board of Adjustment, as well as overlap between the boards, it is the appropriate time to merge these boards in an effort not to over-appoint the positions until the official adoption of the Development Ordinance.

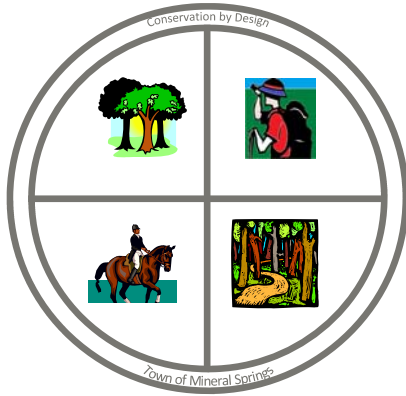
NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINERAL SPRINGS, NORTH CAROLINA that the current Board of Adjustment members and Planning Board members will begin serving together in the roles of both Planning Board and Board of Adjustment effective May 9, 2019, prior to the official adoption of the Unified Development Ordinance.

Adopted this 9th day of May, 2019.

Frederick Becker III, Mayor

ATTEST:

Vicky Brooks, Town Clerk



Town of Mineral Springs
Town Clerk /Zoning Administrator
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MEMO

To: Town Council
From: Vicky Brooks
Date: April 3, 2019
Re: Agenda Item 7 – Discussion of Annual Festival

It's our 20th Anniversary of being a town this year!! I would like to showcase this special occasion at our 6th annual festival in September. I'll be asking for a slight increase in the festival budget to make this an occasion to remember!!

Instead of having our usual hourly prize give-a-ways this year, we will be having the attendees participate in a different capacity to obtain prizes.

Stamp-It "20": Attendees will get a stamp sheet from the town tent and proceed to visit "20" different vendors to get their sheet stamped (the town will provide stampers to all the vendors). The completed sheet will be exchanged for a raffle ticket to be entered in the drawing to win a prize – they will have to be present to win the prize. Of course, our vendors will have to participate in this activity, but I don't see why they wouldn't want to since it will get more people stopping by their tents. It's a win-win for them. Three winners: (1) 2 \$20 gift cards; (2) 1 \$20 gift card; (3) festival t-shirt.

Scavenger Hunt "20": Attendees will visit vendors seeking a hidden box, which contains a note with their prize listed on it. Winners will collect their prizes from the town tent. Again, the vendors will have to be willing participants! This will be clearly spelled out in the vendor applications. Twenty winners: prizes will be what we normally give out in our hourly prize drawings.

"20" Questions: Attendees will fill out a multiple-choice questionnaire about the history of our town. The first twenty people with all the correct answers will to win a prize. Twenty winners: the town will purchase twenty personalized gifts (e.g. town t-shirt, a cup with the town name on it, umbrella with town name on it, etc.)

20th Anniversary Ceremony: At 2:15 p.m., we will have a ceremony celebrating our 20th anniversary by serving cake (first come, first serve) and honoring town officials/staff (Peggy, Lundeen, Jerry, Rick, Vicky, Bobby) who have been with the town for twenty years.

I have put a deposit down on an acoustic band called Melonbelly, who will be on stage from 12:00 p.m. until 2:00 p.m. They play a variety of music (old country, old rock-n-roll, bluegrass). I'm very excited about having the opportunity to entertain the festival goers.

I'm looking to contact a company that can provide us with a stilt walker or juggler to entertain our participants, as well as our usual balloon twister.

Any ideas you would like to pass along, I would be happy to hear them.

Let's make this year GREAT!!!

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: April 4, 2019
Subject: FY2019-2020 Budget: Preliminary Departmental Appropriations

The accompanying spreadsheet shows the FY2017-18 final budget and actual expenditures, the FY2018-19 current budget and estimated final actual expenditures, and suggested appropriation levels for the FY2019-20 budget.

This "first draft" suggests an increase of \$9,006 over the current year's operating expenditure budget, or 2.87%. This figure again reflects the 3% increase in staff salaries that council has consistently approved over the past several years. This presents a more accurate estimate of what the budget officer anticipates happening with these salaries, but council must still decide whether or not to apply any increases. Note that the "Assistant/Deputy" position has increased from a \$10,500 budget amount to \$11,000; this is not a salaried position, and the \$11,000 is a maximum suggested allocation for the position. Currently, this position requires 12 hours per week, corresponding to the time the town hall is open for regular business hours. The hourly rate for this position is currently \$17.39.

Reading the Chart

In the right-hand column, headed "2019-20 proposed", bold-faced numbers are the totals within each budgetary department. These numbers add up to the total of \$322,778. These are the categories that ultimately end up in the adopted budget ordinance and within which the town must operate; numbers within these departments are "flexible," and may be changed during the fiscal year as needed without budget amendments as long as the departmental totals in the ordinance are not increased. Salaries are shown in white, reflecting amounts 3% above last fiscal year. "Employee Overhead" is also shown in white and is proposed to increase by \$1,400 next year. The three sets of figures in the "dotted" cells are simply sub-subcategories within subcategories.

New Budget Guidelines

Union County Transportation Planner Bjorn Hansen has been working with municipalities on an update of the Union County Critical Intersection Study and has suggested that municipalities include an appropriation in their budget ordinances for possible intergovernmental contributions to the planning aspect of this study and to local matches for construction of approved projects. I am recommending \$5,000 for planning based on Mr. Hansen's suggestion, and \$10,000 for local construction match. Depending on how this study unfolds, these expenditures may not be made. Following last year's decision to move "Charities and Agencies" into a separate department appropriation in the budget ordinance and peg the amount of the appropriation to 3% of the previous fiscal year's total budget amount, I have used the same formula this year. As always, council does not need to spend the entire appropriation either this year or next; it is simply up to Council to determine if the 3% basis remains a reasonable guideline for FY2019-20.

Other Increases and Decreases

Most other line items are very close to last year's. The major changes are:

1. **“Community – Beautification, Maintenance”**: Additional downtown pole banner changes exceeded our estimated amount this year. **Increased** from \$5,800 to \$6,300.
2. **“Community – Special Events: Festival”**: The Festival Director has requested an increase, both to hire additional entertainment and to provide additional activities to promote the town's 20th anniversary. **Increased** from \$5,700 to \$7,500.
3. **“Elections”**: There will be a municipal election in 2019, so this appropriation is based on the Union County Board of Election's estimate. **Increased** from \$0 to \$3,100. Please note that if the 9th District congressional election ends up taking place on November 5, there would be no cost for the town for the municipal election.
4. **“Employee Overhead”**: The NC Local Government Employees' Retirement System contribution rate has increased, and any salary increases will also result in additional increases in LGERS, FICA, and Workers Compensation contributions. **Increased** from \$28,500 to \$29,900.
5. **“Planning – Zoning Ordinance”**: The ordinance re-write should be complete by the end of the current fiscal year and, in fact, may require a budget amendment prior to June 30, 2019 to cover it. There will be little if any expenditure required next fiscal year. **Decreased** from \$15,000 to \$5,000.
6. **“Street Lighting”**: Duke Power has decreased its rates for street lighting service. **Decreased** from \$2,000 to \$1,600.
7. **“Tax Collection - Salary”**: The deputy tax collector's duties have “tapered off” further as most delinquent taxes have been collected. **Decreased** from \$600 to \$300.

Other Items of Note:

Most other line items and departmental appropriations remain very close to FY2018-19 levels. The budget amounts approved by council in recent years appear to be representing the town's overall spending priorities quite well, and as such there is no need to modify those budget amounts.

At the April 11, 2019 meeting, council should consider three items related to the budget:

1. **determine** salary and hourly figures for next year
2. **decide** on whether or not to include any of the proposed changes in the FY2019-20 budget
3. **advise** the budget officer of any changes council might wish to make to other appropriations so that the formal proposed budget may be presented to council in May.

