



Town of Marshville Town Council Meeting

**Monday, September 12, 2016, 7:00 PM
Marshville Town Hall**

AGENDA

- 1. Call to Order/Invocation/Pledge of Allegiance**
 - 2. Adoption of Agenda for the Meeting**
 - 3. Public Comment**
Please sign in at the podium. Before speaking, state your name and address and limit comments to two minutes.
 - 4. Consent Agenda**
 - Proclamation – Alzheimer’s Awareness Day/Paint Union Co. Purple Day
 - Proclamation – 2016 Constitution Week
 - Budget Amendment #2017-03 Small Town Main Street Sidewalk Project
 - Budget Amendment #2017-04 Union County Sewer Legal Expense Appropriation
 - Capital Project Budget Amendment #01 – US Highway 74 Water Main Extension
 - 5. Union County Public Schools Bond Presentation –UCPS Representative**
 - 6. Small Town Main Street Façade Grant Policy – Katherine Davis**
 - 7. Information from Parks and Recreation – Eddie Mitchell**
 - 8. Discussion and possible action concerning partnership with Artist Music Guild**
 - 9. Discussion and possible action addressing water damage to the Marshville Museum**
 - 10. Discussion on updates to the Pedestrian Plan and discussion of the Transportation Alternative Program (TAP)**
 - 11. Discussion and action regarding an agreement with LKC Engineering PLLC for engineering services to assist the Town to review all documents, files and matters related to the ongoing sewer issue with Union County**
 - 12. Report on Marshville Cemetery fence project**
 - 13. Town Manager’s Report**
 - 14. Mayor and Town Council Member Comments**
 - 15. Closed Session per NCGS 143-318.11 (a) (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.**
 - 16. Adjourn**
-

Upcoming Meetings & Events:

September 15, 2016 – Paint Union Co. Purple – Alzheimer’s Awareness Day

September 16-17, 2016 – Annual Boll Weevil Jamboree

Friday, September 16, 2016 - 7 pm

Saturday, September 17, 2016 - 9 am until 9 pm

September 17 – 23, 2016 – Constitution Week

October 3, 2016 – Town Council Meeting

October 13, 2016 – Planning Board Meeting



Town of Marshville Town Council Meeting

Monday, September 12, 2016, 7:00 PM
Marshville Town Hall

Regular Meeting Minutes

Present: Mayor Deese, Mayor Pro-Tem Morgan, Council Members Bivens, Rowell and Staton. A quorum was present. Council Member Carpenter arrived at 7:30 pm.

Staff Present: Town Manager, Fern Shubert; Assistant Town Manager, Robyn Stuber; Clerk/Finance Officer, Tonya Johnson; Police Chief, Matt Tarlton; Park & Recreation Director, Eddie Mitchell; Town Attorney, Bobby Griffin

Call to Order/Invocation/Pledge of Allegiance

The regular meeting of the Marshville Town Council was called to order at 7:00 pm by Mayor Frank Deese. Mayor Deese welcomed everyone in attendance. The invocation was given by Council Member Staton. The Pledge of Allegiance was given by everyone.

Adoption of Agenda for the Meeting

Council Member Staton suggested to switch agenda items #8 and #9. A motion to adopt the agenda with this requested change was made by Council Member Rowell. The motion was seconded by Council Member Staton. The motion carried with a unanimous vote.

Public Comment

Mr. Pinky Marsh of 1323 Landsford Road, Marshville, NC, addressed the council regarding the sewer issue. Mr. Marsh stated that he was told by Council Members Bivens and Rowell that Fern Shubert wasn't going anywhere until the sewer issue with Union County is resolved. Mr. Marsh stated that the sewer issues began some twenty years ago due to corruption in Union County. Mayor Deese stated that Ms. Shubert will be moving on as the town manager but will be continuing to assist the town with the sewer suit.

Consent Agenda

A motion to adopt the consent agenda and the items thereon was made by Mayor Pro-Tem Morgan. The motion was seconded by Council Member Staton and passed by unanimous vote.

Union County Public Schools Bond Presentation – UCPS Representative, David Clark

Mr. Clark introduced himself as the Assistant Superintendent of Union County Public Schools. Mr. Clark stated that the November ballot will include a \$54 million bond referendum for school system improvements. Mr. Clark reported that there are many capital outlay needs for the school system and that the amount needed for all of the projects is \$230 million. The bond makes up \$54 million and \$17.7 million has been approved by the Union County Board of Commissioners. Mr. Clark stated that the bond will cover projects at six schools in the district as well as to provide a transportation facility upgrade.

Mayor Pro-Tem Morgan questioned whether this end of the county has been looked at, especially in light of the new bypass. Mayor Pro-Tem Morgan expressed that ingress and egress at East Union Middle School will be a safety issue. Town Manager Shubert reported that she has tried to reach out to the school. She stated that she has talked with transportation personnel but it seems as if no one wants to address the issue. Town Manager Shubert asked Mr. Clark to have someone look at issues with the roof drains at Marshville Elementary School and East Union Middle School.

Council Member Staton commented that she is concerned with the tax dollars already going into the schools. She stated that she would like an account of where taxpayer's dollars are going and what they are being spent on.

Council Member Rowell pointed out that none of the improvements included in the bond include projects at Marshville Elementary, East Union Middle, or Forest Hills High School. Council Member Rowell stated that it seems the east side of Union County is getting slighted. Mr. Clark stated that the school system has to prioritize when budgeting for capital outlay projects. Mr. Clark thanked the council for the opportunity to speak. He assured the council that he would take their concerns to the appropriate personnel.

Small Town Main Street Façade Grant Policy – Katheryn Davis

Ms. Davis reported that all of the new benches and trash receptacles have been placed around town and Phase I of the sidewalk project is complete. Ms. Davis stated that the proposed Façade Grant Program is based upon research obtained from looking at what other towns that are participating in Small Town Main Street are doing. Ms. Davis commented that she thinks the proposed policy was reviewed and approved by the town's attorney back in January. She stated that Assistant Manager Stuber assisted from a planning perspective and with the formatting. Ms. Davis requested council approval of the Façade Grant Policy. A motion was made by Mayor Pro-Tem Morgan to approve the Façade Improvement Grant Program. The motion was seconded by Council Member Bivens and passed by unanimous vote.

Information from Parks and Recreation – Eddie Mitchell

Mr. Mitchell addressed the council regarding an upcoming Sprint Cycle Race scheduled for March 24, 2017. Mr. Mitchell requested to close Main Street from the intersection of Olive Branch Road to the traffic light at the intersection at Elm Street. Mr. Mitchell stated that although the event is planned for March 24, 2017, he needs to get information distributed to the cycle clubs because they book well in advance. The time of the race will be from 6 pm to 10 pm. A motion to close the street on March 24, 2017 from Olive Branch Road and Main Street to Main Street and Elm Street and the streets in between from 5 pm to 10 pm was made by Council Member Rowell. The motion was seconded by Mayor Pro-Tem Morgan and passed by unanimous vote.

Council Member Rowell informed Mr. Mitchell that they need to get together, along with Chief Tarlton, to discuss the town's annual Halloween event. Mayor Deese asked Mr. Mitchell to prepare a plan for the land that was purchased on East Union Street to expand the Marshville Park.

Discussion and possible action regarding water damage to the Marshville Museum

Town Manager Shubert reported that the museum had a leak in the roof. The roof was repaired but, as a result, some water damage has occurred inside the museum. The Museum Committee is requesting \$15,000 to make the repairs. The exact extent of the repairs is unknown. Town Manager Shubert reported an ongoing problem with the windows not holding up to the weather. A list of repair items and estimates has been provided. The manager commented that the repairs are considered minor and do not require approval from the Historic Commission. Mayor Pro-Tem Morgan asked if the committee went out to bid for any of the work. The manager stated that she directed Mr. Pigg to get prices. Council Member Rowell questioned if the roof is under warranty and whether the repairs should be covered. Mr. Pigg commented that he could not answer that. Mayor Pro-Tem Morgan asked what happens if the carpet is removed and the damage is more than anticipated. Town Manager Shubert stated that the actual condition can only be assessed once the carpet is removed. A motion to approve the proposed museum repairs and budget amendment was made by Council Member Rowell. The motion was seconded by Council Member Staton and passed by unanimous vote.

Discussion and possible action concerning partnership with Artists Music Guild

Mayor Deese stated that Artists Music Guild is requesting a partnership with the town and is requesting that the town invest \$2,000. The finance officer reported that funds are available in the budget. Council Member Bivens commented that she doesn't think the town should enter into this partnership. A motion was made by Mayor Pro-Tem Morgan to partner with Artists Music Guild. The motion was seconded by Council Member Rowell. Town Manager Shubert stated that the town needs to be sure it gets value for the money. She stated

that she would like to loan AMG one of the old Welcome to Marshville signs. The vote passed 3 to 2, with Council Members Bivens and Staton opposed.

Discussion and updates to the Pedestrian Plan and discussion of the Transportation Alternative Program (TAP)

Town Manager Shubert reported that Marshville has received money from TAP for crosswalk improvements. The sites are NC Hwy. 74 & N. Carelock Drive, NC Hwy. 74 & N. Elizabeth Avenue, and SR 1902 (Elm Street) & Greene Street. Assistant Town Manager Stuber informed the council as to how these particular intersections were selected.

Discussion and action regarding an agreement with LKC Engineering PLLC for engineering services to assist the Town to review all documents, files and matters related to the ongoing sewer issue with Union County

Town Manager Shubert explained to the council that this is a contract with LKC Engineering PLLC for engineering services related to the Union County sewer suit. Services will be provided upon request to assist the town. Services will be billed at an hourly rate, not-to-exceed a fee of \$10,000. Council Member Rowell made a motion to accept and approve the agreement with LKC Engineering PLLC. The motion was seconded by Council Member Carpenter and passed by unanimous vote.

Report on Marshville Cemetery Project

Council Member Rowell reported that Woodmen of the World is doing a project to try to sell sections of fencing to be installed at the Marshville Cemetery. The sections are on sale for \$100/section. A survey of the cemetery property line is needed.

At this time Mayor Deese stated that the Town Manager's Report and Mayor and Council Member Comments would be passed over in order to move on to the closed session.

A motion was made by Council Member Rowell and seconded by Council Member Staton to go into closed session per NCGS 143-318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. The motion carried with a unanimous vote.

Closed Session (7:45 pm)

Open Session (8:10 pm)

Action resulting from the closed session

There was no action to be taken in open session as a result of the closed session.

Town Manager's Report

Town Manager Shubert reported that the council has selected an Assistant Town Manager/Interim Manager. She added that she will continue to work on the sewer issue on behalf of the town. Town Manager Shubert thanked everyone for their help during her time as Town Manager. She commented that she is pleased with all that has been accomplished.

Mayor and Town Council Member Comments

Mayor Pro-Tem Morgan thanked Town Manager Shubert and wished her luck in her future endeavors.

Council Member Staton also thanked Town Manager Shubert. Council Member Staton reported that Piney Grove East Missionary Baptist Church recently honored members of the fire department. Council Member Staton reminded council members of the need to be careful in the public when speaking regarding personnel.

Council Member Rowell thanked Town Manager Shubert for her service. He reminded everyone of the Boll Weevil events on Friday evening beginning at 7 pm with a dinner at Kate Clyde's, food trucks, amusement rides

and a band. The event will continue on Saturday, beginning at 9 am. Council Member Rowell stated that there will be a tent set up for the elected officials. Council Member Rowell reminded everyone of the Halloween event on October 31, 2016. He stated that a survey of the cemetery is needed as soon as possible.

Council Member Carpenter also thank Town Manager Shubert. She expressed her pleasure at the decision to assist with the repairs to the Marshville Museum, stating that the building has to be maintained. Council Member Carpenter reported that nothing concerning the Town of Marshville has come up at the CRTPO meetings. Council Member Carpenter asked that the family of Nancy Ogburn be remembered during Ms. Ogburn's passing.

Council Member Bivens thanked Town Manager Shubert. Council Member Bivens reported that she spoke to a group of after-school students at Marshville Elementary School during Community Volunteer Week. She handed out notepads, pencils and erasers to the students. She reported that she attended the event at Piney Grove East Missionary Baptist Church. Council Member Bivens thanked the Police Department, stating that it is a thankless and dangerous job.

Mayor Deese informed the council that he is scheduled to be out of town and will be unable to attend the Boll Weevil event. Mayor Deese expressed appreciation to Town Manager Shubert for her service to the Town of Marshville.

Adjourn

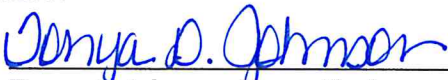
Council Member Bivens made a motion to adjourn the meeting at 8:20 pm. The motion was seconded by Council Member Staton and passed by unanimous vote.

These minutes approved this 3rd day of October, 2016.

By: 

Franklin D. Deese, Mayor

ATTEST:



Tonya D. Johnson, Town Clerk

Town of Marshville

Public Comments Sign-Up Sheet

Regular Meeting

Date: 9/21/2016Please **print** your name, topic of discussion, and contact information for the record.

	PRINT NAME	ADDRESS	TOPIC OF DISCUSSION	PHONE #	EMAIL ADDRESS
1	Pinky Marsh	1333 Landford Rd	Sewage	704-320-5223	
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

TOWN OF MARSHVILLE

est. 1877

PROCLAMATION

WHEREAS, Alzheimer's disease is an irreversible and progressive brain disease that slowly erodes precious memories, thinking skills and the ability to perform simple tasks; and

WHEREAS, over 5 million Americans are living with this disease. Every 66 seconds someone is diagnosed. By the year 2050, up to 16 million will have the disease; and

WHEREAS, Alzheimer's is the only cause of death among the top 10 in America that cannot be prevented, or cured; and

WHEREAS, one in five care contributors cut back on their own doctor visits, food and transportation because of their care responsibilities; and

WHEREAS, in 2016, the direct costs to the American society of caring for those with Alzheimer's disease will total an estimated \$236 billion, with just under half of the costs borne by Medicare; and

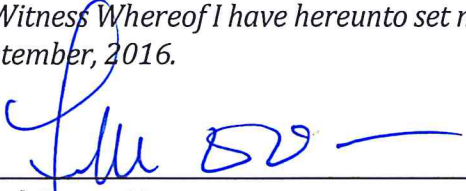
WHEREAS, the Town of Marshville offers its support to those living with Alzheimer's disease, and recognizes those who cares and provides for them, sharing their loved one's emotional, physical and financial strains. We honor their compassion, remember those we have lost, and press toward the next scientific breakthrough.

NOW, THEREFORE, I, Frank Deese, Mayor of the Town of Marshville, and on behalf of the Marshville Town Council, do hereby proclaim September 15, 2016 as

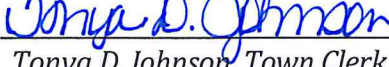
"PAINT THE TOWN PURPLE"

and for the Town of Marshville to call upon its citizens to learn more about Alzheimer's disease and to support the individuals living with this disease and their caregivers.

In Witness Whereof I have hereunto set my hand and caused this seal to be affixed this 12 day of September, 2016.



Frank Deese, Mayor

ATTEST: 

Tonya D. Johnson, Town Clerk



TOWN OF MARSHVILLE

est. 1877

PROCLAMATION RECOGNIZING SEPTEMBER 17 – 23, 2016 AS CONSTITUTION WEEK

WHEREAS, The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, September 17, 2016, marks the two hundred twenty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

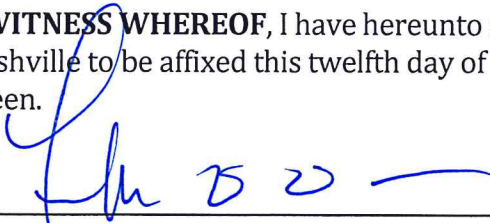
WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Frank Deese, by virtue of the authority vested in me as Mayor of the Town of Marshville, do hereby proclaim the week of September 17 through 23, 2016 as

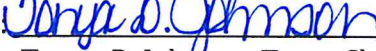
CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Marshville to be affixed this twelfth day of September in the year of our Lord two thousand sixteen.



Frank Deese, Mayor

ATTEST: 

Tonya D. Johnson, Town Clerk



HISTORY OF CONSTITUTION WEEK

2016 is the 60th anniversary of Constitution Week. Miss Gertrude S. Carraway, while President General of the National Society Daughters of the American Revolution, was responsible for the annual designation of September 17-23 as Constitution Week. The DAR made its own resolution for Constitution Week which was adopted April 21, 1955.

Members of the United States Congress received the DAR resolution and on June 7, 1955, the resolution was discussed in the Senate. The first resolution to observe Constitution Week was made June 14, 1955, by Senator William F. Knowland of California. Following passage of the resolution by both Houses of Congress, President Eisenhower issued his proclamation on August 19, 1955.

The first observance of Constitution Week was so successful that on January 5, 1956, Senator Knowland introduced a Senate Joint Resolution to have the President designate September 17-23 annually as Constitution Week. The resolution was adopted on July 23 and signed into Public law 915 on August 2, 1956.

For his patriotic aid and interest, Senator Knowland received an Award of Commendation from the NSDAR Continental Congress in April of 1956.

North Carolina has a special interest in the story of how Constitution Week came to be signed into law because Miss Gertrude S. Carraway is the only North Carolinian ever to be elected to the position of President General of the National Society Daughters of the American Revolution. She served from 1953-1956. She was a lifelong resident of New Bern, North Carolina.

Town of Marshville

AMENDMENT

#2017 - 03

2016 - 2017 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2016 - 2017 Budget Ordinance be amended as follows:

Section 1: General Fund

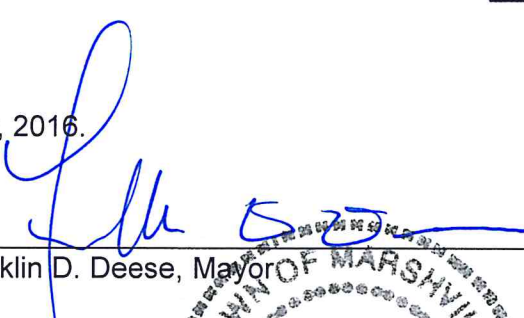
Increase	10-3990-0100	Encumbered Powell Bill	\$29,290.24
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Total Increase			<u>\$29,290.24</u>
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Increase	10-5700-7500	Powell Bill - Capital Outlay	\$29,290.24
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Total Increase			<u>\$29,290.24</u>
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Adopted this 12th day of September, 2016.



Franklin D. Deese, Mayor

ATTEST:



Tonya Johnson, Town Clerk



This Budget Amendment provides for: Appropriation to complete Phase I of the Small Town Main Street Sidewalk Project. The project was not completed as of June 30, 2016. The remainder of the original appropriation (\$59,000), or \$15,290.24 and \$14,000 not spent in FY2015-16 has to be re-allocated into the FY2016-17 budget to cover the final expenses associated with the completion of Phase I.

Town of Marshville

AMENDMENT

#2017 - 04

2016 - 2017 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2016 - 2017 Budget Ordinance be amended as follows:

Section 2: Enterprise Fund

Increase	30-3990-0000	Encumbered Fund Balance	\$40,000.00
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Total Increase			<u>\$40,000.00</u>
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Increase	30-8290-4730	Prof. Services - Legal Sewer Operations	\$40,000.00
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Total Increase			<u>\$40,000.00</u>
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Adopted this 12th day of September, 2016.

Franklin D. Deese, Mayor

ATTEST:

Tonya Johnson
Tonya Johnson, Town Clerk



This Budget Amendment provides for: Appropriation for legal expenses related to the Union County sewer dispute/lawsuit. This amendment will increase the appropriation for line item #30-8290-4730 Professional Services - Legal. This will cover approximately 2 to 3 months of legal expenses incurred by the town to Turrentine Law Firm, PLLC.

Town of Marshville

AMENDMENT

#01

Capital Project Budget Ordinance
US Highway 74 Water Main Extension
Project No. H-SEL-D-16-0001

BE IT ORDAINED by the Marshville Town Council that the Capital Project Budget Ordinance for the US Highway 74 Water Main Extension, Project No. H-SEL-D-16-0001, be amended as follows:

Section 4. Revenues

Decrease: 32-3450-0000 Loan Proceeds - DENR \$142,825.00

Total Decrease \$142,825.00

Section 5. Expenditures

Decrease: 32-8280-7700 Project Construction \$97,025.00
32-8280-7710 Contingency \$28,000.00
32-8280-7720 Engineering Design \$7,000.00
32-8280-7730 Surveying \$3,000.00
32-8280-7740 Bid Management \$5,000.00
32-8280-7770 Certification/Record Drawings \$3,600.00
32-8280-7780 2% Closing Fee \$2,800.00

Total Decrease \$146,425.00

Increase: 32-8280-7750 Construction Administration \$3,600.00

Total Increase \$3,600.00

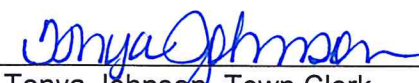
\$142,825.00

Adopted this 12th day of September, 2016.



Franklin D. Deese, Mayor

ATTEST:



Tonya Johnson, Town Clerk

This Budget Amendment provides for: Revisions to the Highway 74 Water Main Extension project budget ordinance based upon the project budget as approved by the NCDEQ.

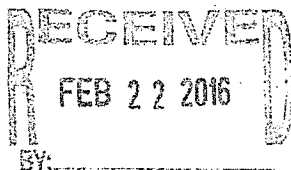


PROJECT: US HIGHWAY 74 WATER MAIN EXTENSION
NCDENR EMERGENCY LOAN - PROJECT # H-SEL-D-16-0001
PROJECT BUDGET ORDINANCE

		DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT
32-1000-0000	Cash						
32-1160-0000	Accounts Receivable	\$0.00		\$0.00			
32-1330-0000	Sales Tax Receivable	\$0.00		\$0.00			
32-2010-0000	Accounts Payable		\$0.00		\$0.00		
32-2990-0000	Fund Balance		\$0.00		\$0.00		
32-3450-0000	Loan Proceeds - DENR		\$458,975.00		\$601,800.00		
32-3450-0500	Transfer from Water/Sewer		\$0.00		\$0.00	\$142,825.00	
32-8280-7700	Project Construction	\$366,075.00		\$463,100.00			\$97,025.00
32-8280-7710	Contingency	\$18,300.00		\$46,300.00			\$28,000.00
32-8280-7720	Engineering Design	\$23,000.00		\$30,000.00			\$7,000.00
32-8280-7730	Surveying	\$0.00		\$3,000.00			\$3,000.00
32-8280-7740	Bid Management	\$0.00		\$5,000.00			\$5,000.00
32-8280-7750	Construction Administration	\$33,600.00		\$30,000.00		\$3,600.00	
32-8280-7760	Loan Administration	\$9,000.00		\$9,000.00			
32-8280-7770	Certification/Record Drawings	\$0.00		\$3,600.00			\$3,600.00
32-8280-7780	2% Closing Fee	\$9,000.00		\$11,800.00			\$2,800.00
		<u>\$458,975.00</u>	<u>\$458,975.00</u>	<u>\$601,800.00</u>	<u>\$601,800.00</u>	<u>\$146,425.00</u>	<u>\$146,425.00</u>



Water Infrastructure
ENVIRONMENTAL QUALITY



2842f2
PAT MCCRORY

DONALD R. VAN DER VAART

KIM H. COLSON

February 16, 2016

The Honorable Franklin D. Deese, Mayor
Town of Marshville
201 W. Main Street
Marshville, NC 28103

SUBJECT: Authority to Award
U.S. Highway 74 Water Main
Extension
Project No. H-SEL-D-16-0001

Dear Mayor Deese:

The Project Bid Information documents, including the Disadvantaged Business Enterprise (DBE) solicitations, have been reviewed for the subject project. The project budget is approved as follows:

<u>Project Expenses</u>	<u>Total Amount</u>	<u>Eligible Amount</u>
Terry's Plumbing & Utilities, Inc.	\$ 316,075.00	\$ 316,075.00
US 74 Bore & Jack (future change order)*	50,000.00	50,000.00
Contingency	18,300.00	18,300.00
Technical Services (Planning & Design)*	23,000.00	23,000.00
Technical Services (Construction Phase)*	33,600.00	33,600.00
Administration*	9,000.00	9,000.00
Closing Costs	9,000.00	9,000.00
Total Eligible Costs		\$ 458,975.00

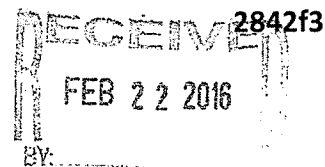
**Subject to further review*

Please note that the loan amount is restricted to the eligible costs noted above. This amount may be less than the amount in the executed Loan Offer. If costs increase during construction please contact the Division regarding the possibility of increasing the loan. Loan increases will only be considered to cover unforeseen conditions and will not be considered for any increases to the scope.

Closing costs for the SEL are 2% of the loan, which is \$9,000. Please use the attached invoice and remit payment within 30 days of the date of this letter.

Nothing Compares

State of North Carolina | Environmental Quality | Water Infrastructure
1633 Mail Service Center, Raleigh, North Carolina 27699 | Location 512 N. Salisbury Street, Raleigh, North Carolina 27604
919 707 9160 T



You may award the contract and issue work orders to begin construction. Please provide Pam Whitley of this office with an original executed bound contract with specifications and Notice to Proceed. The approval of contracts is not required prior to issuance of work orders, but no payments can be made until the contract documents have been approved. Additionally, please note that this office will not process any payments until we receive the executed loan agreement. The loan agreement will be processed once the Local Government Commission approves the loan.

The subcontractors in the table below, and their DBE status, are noted as part of this Authority to Award. Should any of these subcontractors not be able to perform the work noted, the selection of a new subcontractor will entail utilizing "Good Faith Efforts" again and providing this office with that evidence.

TRADE	SUBCONTRACTOR	PRICE	DBE CERTIFICATION
Erosion Control	Carolina Environmental Contracting, Inc.	~\$3,800	WBE
Supplier	SLM Construction, Inc.	~\$58,575	WBE
Horizontal Bore	Carl Currin Construction Co., Inc.	\$5,200	N/A
Insert valve	Propst Construction Co.	\$8,000	N/A

All Payment requests must be supported by adequate documentation of costs. Your attention is directed to the special loan conditions included with your loan agreement regarding items that must be addressed prior to payments being made for construction costs.

An inspector has not been assigned for your project. Please contact Vincent Tomaino prior to scheduling the preconstruction conference. An inspector will need to be in attendance at this first meeting. Vincent's contact information is vincent.tomaino@ncdenr.gov. Please be advised that all change orders must be forwarded to the inspector for review and approval. Your construction of this project is a step forward in protecting our valuable water resources.

If you have questions regarding this matter, you may contact Amy Simes at (919) 707-9192.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark L. Hubbard".

Mark L. Hubbard, P.E.

Project Management Branch

Attachment

cc: Bill Lester, Jr., PE, LKC Engineering, PLLC (Aberdeen, NC)
Jennifer House
Donnie Tim
Pam Whitley
SEL





201 West Main Street • Marshville, NC 28103
 Town Hall - 704.624.2515 • Town Fax - 704.624.0175
www.marshville.org

Façade Improvement Grant Program

Administered by: Marshville's Small Town Main Street Program
 In conjunction with the Town of Marshville

Source of Funding

The program is funded through an appropriation in the annual general fund budget by the Town of Marshville Town Council with an annual designation of \$10,000. These funds will be on a first-come, first-serve basis for qualified applicants up to \$500 for materials.

Objective and Purpose

The objective of this program is to improve the facades of downtown buildings so that after the completion of work, citizens will notice a marked improvement in the appearance of the buildings. The purpose of this grant program is to provide an economic incentive that will:

- ◆ Promote storefront rehabilitation
- ◆ Encourage aesthetic compatibility for improvements
- ◆ Encourage the use of quality materials, good design, and workmanship
- ◆ Improve facades to produce a highly-visible contribution to downtown Marshville

Eligibility

A façade, for the terms of this grant program, constitutes an individual storefront or commercial building side, which faces a public right-of-way or is otherwise visible to the general public from the street. A façade is the face of a building, especially the principal front that looks onto a street or open space. Only one façade per building will be accepted for the purposes of this grant program

In order to be eligible for Marshville's façade improvement grant(s), the property:

- ◆ Must be commercial in use
- ◆ Must be located in the Main Street Project Area (see attached map)
- ◆ Must not have any open code or zoning violations (Owners must comply with all applicable ordinances that apply to code and zoning laws)
- ◆ Project types include paint, awnings, supplies, and materials only.

Details and Guidelines

- ◆ All rehabilitations must meet the NC State Building Code and Marshville Zoning Ordinance requirements.
- ◆ All work must be performed by a licensed contractor if required by the NC State Building Code.

- ◆ All paint and awnings must match the character of the Town and be consistent with the Town color list and awning style list.
- ◆ Grant award amounts are at the discretion of the Town, upon review of receipts of materials, up to a total of \$500.00.
- ◆ Grant amounts shall be determined at the time of approval and paid when the project is completed.
- ◆ Grant work must be completed within three (3) months of approval. Extensions are discouraged, but may be allowed upon compelling, valid reasons for the delay for up to two (2) months.
- ◆ The façade improvement must stay in place for three (3) years from the date of completion, or grant monies awarded must be repaid in full.

Application Process

- ◆ Property owners or tenants may pick up a blank application at Marshville Town Hall.
- ◆ Completed applications should be returned to Marshville Town Hall with two (2) project cost estimates.
- ◆ STMS Façade Grant Committee will routinely pick up applications from Marshville Town Hall.
- ◆ Applications will be reviewed for completeness and compliance with the criteria as set forth above by the STMS Façade Grant Committee.
- ◆ Completed and in-compliance applications will be forwarded to the town manager for review and submittal to the Town Council for approval.
- ◆ All approvals are considered conditional upon satisfactory completion of the project.
- ◆ Denied applications may be improved or corrected and re-submitted for consideration. The Town reserves the right to deny a grant application if the color, design, or other façade component does not meet the approved paint and awning choices.
- ◆ If awarded, the applicant and owner must accept the contract/grant agreement prior to beginning work.

Upon completion of work, the applicant must submit documents to the Town showing evidence of payments including, but not limited to receipts showing payment, cancelled checks, contractors' payment receipts and lien waivers. In addition, photographs of completed work shall be submitted, with the other documents, to show completion. The STMS Façade Grant Committee reserves the right to inspect work for compliance with approved applications.

If the work is accomplished in accordance with the agreement and grant requirements, the Town shall reimburse the applicant for the approved grant amount.

TOWN OF MARSHVILLE

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 Town Hall - 704.624.2515 • Town Fax - 704.624.0175
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FAÇADE IMPROVEMENT GRANT APPLICATION

Property Address: _____
 Parcel ID Number: _____
 Owner Name: _____
 Applicant Name: _____
 Applicant Mailing Address: _____
 Applicant Telephone: _____
 Applicant Email: _____

Grant Request Amount \$ _____
 Business Name: _____

Application Submittals

Submit this application and two copies with supporting documentation:

- ◆ Detailed written explanation/description of the project, including total cost of improvements and projected date of completion
- ◆ At least two (2) detailed, itemized bids/estimates/quotes of the project cost
- ◆ Choice of attached approved samples of paint colors (if applicable)
- ◆ Choice of attached approved awning design (if applicable)
- ◆ Current color photographs of site.

Submit application and attachments (paper and/or digital copies) to:
 Town of Marshville, address above, or planning@marshville.org

I understand the limits and requirements of this program and if approved, agree to complete the project according to plan. I understand that failure to comply with the approved application may result in the termination of the grant.

Applicant Signature: _____ Date: _____

Owner Signature: _____ Date: _____

If the Applicant does not own the property, the below Owner Consent Form must be completed by the property Owner and submitted with the application.

Owner Consent Form

The undersigned owner of the existing building located at:

_____ (Applicant) operates a business at the above location. The undersigned agrees to permit the Applicant and his contractors or agents to implement improvements listed on the Façade Improvement Grant Program Application ("the application") dated _____.

The undersigned hereby waives any claim against the Town of Marshville ("the Town") arising out of the use of said grant funds for purposes set forth in the Application. The undersigned agrees to hold the town harmless for any charges, damages, claims or liens arising out of the Applicant's participation in the Façade Improvement Grant Program.

In witness whereof, the owner has hereunto set his hand and seal, or if a corporation, has caused this instrument to be in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, if a Partnership by its Partners, if a LLC or LLP, by its Members / Managers, etc. the day and year first above written.

(Company Name) *Leave Blank if Owner is an Individual

By: _____ (Seal)	By: _____ (Seal)
_____ Name	_____ Name
_____ Title	_____ Title

North Carolina, County of Union

I, _____, a notary Public do hereby certify that
_____ personally appeared before me this day and
acknowledged the due execution of the forgoing instrument.

WITNESS my hand and official seal or stamp, this _____ day of _____, 20____

Notary Public

My Commission Expires



Approved Paint Colors

Available at Carolina Hardware

1009 Unarco Road Marshville, NC 704.624.2961



0146 Truffles



0804 Sweetie Pie



0285 Eugenia



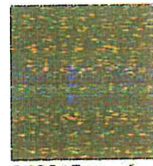
0664 Zircon Ice



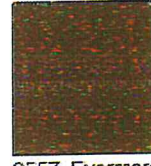
0687 Stillwater



0498 Wonder Land



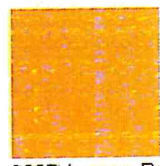
0493 Spacebox



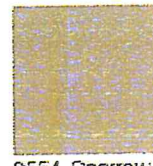
0557 Evermore



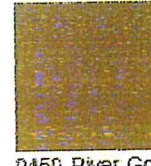
0926 Perky Yellow



0927 Lemon Poppy



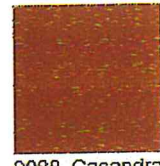
0554 Sparrow



0450 River God



0087 Cinnapink



0088 Casandra



0259 Persian Fable



0175 3am Latte



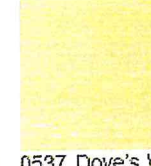
0407 Vapor



0349 Reseda

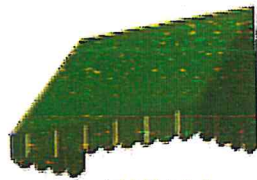


0345 Travertine Path

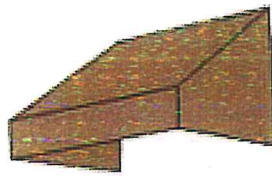


0537 Dove's Wing

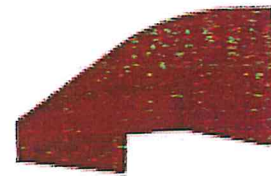
Approved Awning Structures & Designs



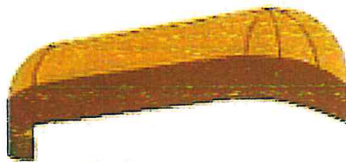
Standard W/ Valance



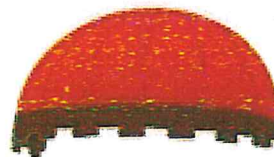
Standard



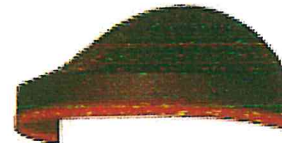
Standard W/ Arch



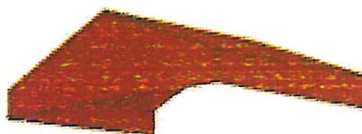
Bullnose



Dome



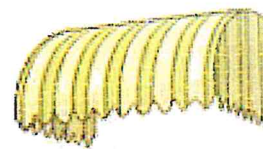
Circular



Gable



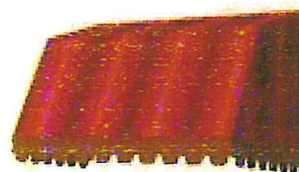
Half Round



Quarter Round



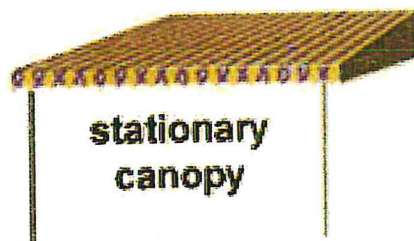
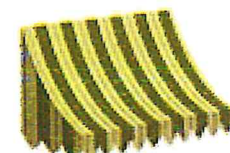
Waterfall



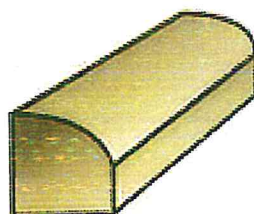
Box



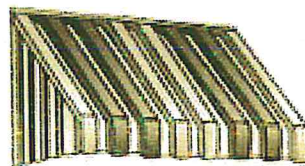
Spearhead

stationary
canopylateral arm
retractable

concave



Waterfall



Aluminum



Winterfront

Town of Marshville

AMENDMENT

#2017 - 05

2016 - 2017 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2016 - 2017 Budget Ordinance be amended as follows:

Section 1: General Fund

Increase	10-3990-0000	Encumbered Fund Balance	\$15,000.00
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Total Increase			<u>\$15,000.00</u>
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Increase	10-5000-7200	Capital Outlay - Buildings	\$15,000.00
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Total Increase			<u>\$15,000.00</u>
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Adopted this 12th day of September, 2016.



Franklin D. Deese, Mayor

ATTEST:



Tonya Johnson, Town Clerk



This Budget Amendment provides for: Appropriation of funds to address maintenance/repairs issues at the Marshville Museum & Cultural Center due to a leak in the roof.

August 15, 2016

Proposal for Repairs to Old Town Hall

Marshville Museum & Cultural Center

(Currently have water and mildew problems - Limit activity)

Flooring Rooms 1, 2 and hall

Piedmont Flooring Inc \$6874.32

Chimney Leak (North Wall) Room 1

Piedmont Commercial Roofing, Inc

\$500.00

Storm Windows for 14 small Wood Windows

Humphrey Window Mfg. Co. Inc.

\$6000.00

Tempered Glass
Life 20 years, an longer
Metal Around wood attach
Storm Windows Top Glass to
fit

Caulking and painting inside and outside Windows as necessary


Gary Phifer \$250.00

TOWN OF MARSHVILLE

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MEMORANDUM

TO: Marshville Town Council
FROM: Robyn Stuber, Ph.D., Assistant Town Manager 
DATE: September 7, 2016
RE: Pedestrian Plan & TAP Funding

The Town has received Transportation Alternative Program (TAP) funding to improve substandard sidewalk curb ramps in three locations:

- NC Hwy 74 & N. Carelock Drive
- NC Hwy 74 & Elizabeth Avenue
- SR 1902 (Elm Street) & Greene Street.

We responded to NCDOT that we accept these funds and the associated work. This falls in line with a goal of the Marshville Pedestrian Plan, “Connect important destinations with walkways and crosswalks to increase accessibility to key destinations in Marshville by foot.”

This highlights an opportunity to review our Marshville Pedestrian Plan to determine where updates have occurred, where they are planned and what deficits still exist. Additionally, in light of the new Marshville Development Ordinance and the Small Town Main Street sidewalk projects, Marshville is poised to improve our existing plan keeping the momentum going to continue improving walkability within the Town.



Transportation

PAT McCrory
Governor

NICHOLAS J. TENNYSON
Secretary

August 30, 2016

Ms. Fern Shubert
Town Manager
City of Marshville
201 W. Main Street
Marshville NC 28103

Dear Ms. Shubert:

The Transportation Alternative Program (TAP) was authorized under U.S. Section 1122 of Moving Ahead for Progress in the 21st Century Act and is codified at 23 U.S.C. Sections 213(b), and 101(a)(29). Section 1122 provides for the reservation of funds apportioned to States under section 104(b) of title 23 to carry out TAP.

The TAP is intended to help local sponsors fund community based projects that expand non-motorized travel choices and enhance the transportation experience by improving the cultural, historical and environmental aspects of the transportation infrastructure.

NCDOT is proposing to utilize a small portion of TAP funds to replace substandard sidewalk curb ramps within your jurisdiction as follows:


NC Hwy 74 & N. Carelock Drive
NC Hwy 74 & N. Elizabeth Avenue
SR 1902 (Elm Street) & Greene Street

For NCDOT to move forward with making these sidewalk curb ramps ADA compliant, we need a statement (attached) from the Town of Marshville requesting that we proceed with this project. If you are in agreement with us proceeding, please sign and return to Melody M. Eudy by email, mmeudy@ncdot.gov or at the address listed below no later than **Wednesday, September 7, 2016**. No other action or funding will be required of the Town. If you decline to submit a letter requesting the project, NCDOT will not be able to fund the project with TAP funding.

If you need additional information, please contact Melody Eudy or Scott Cole at 704-983-4400.

Sincerely,

Louis L. Mitchell, P.E.
Division Engineer

 Nothing Compares™



Engineering
Landscape Architecture
Planning

August 19, 2016

Ms. Fern Shubert, Town Manager
Town of Marshville
201 W. Main Street
Marshville, NC 28103

RE: Engineering Services
Town of Marshville
LKC No. Marsh.16.02

Dear Fern:

Per your recent request, LKC Engineering PLLC will provide our engineering services upon request to assist the Town to review all documents, files and matters related to your ongoing coordination and resolution of the sewer service concerns with regards to the Town's discharge to the Union County system. Our staff will assist you in all matters based on our hourly rate fee schedule as attached.

Based on our understanding of the information to be reviewed at this time, we will complete this task at the hourly rate, not-to-exceed fee of \$10,000.00. If any of the tasks should require additional work and a more defined scope, we will provide a fee estimate to accompany the agreed upon services as those tasks are further defined. We will provide monthly invoicing based on the hourly rate fees with a general description of tasks and services provided for each invoice.

If you have any questions regarding the fee schedule, or if we need to discuss any specific items related to this request, please feel free to contact this office. I look forward to our continued working relationship.

Sincerely,
LKC ENGINEERING, PLLC

A handwritten signature in cursive script, reading 'Bill Lester, Jr.'.

Bill Lester, Jr., P.E.

Enclosure (Fee Schedule)

A handwritten signature in cursive script, likely representing the Town of Marshville.
Accepted by Town of Marshville

PRE-AUDIT

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act (NCGS 159-28).

Sonya D. Johnson
Finance Officer

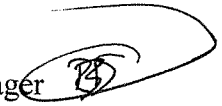
9/12/2016
Date

TOWN OF MARSHVILLE

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Town Hall - 704.624.2515 • Town Fax - 704.624.0175
www.marshville.org

MEMORANDUM

TO: Marshville Town Council
FROM: Robyn Stuber, Ph.D., Assistant Town Manager 
DATE: September 7, 2016
RE: Personnel Changes

The Town staff has selected our top candidate for the Customer Service Specialist position and have started negotiations. We have a second candidate selected should we not be able to reach an agreement with our top candidate.

Public Works has had another resignation, now down three people. The staff is feeling the loss. The Town is placing a job advertisement to fill a much needed laborer position. This position will be advertised in the Home News, Enquire Journal, the Anson Record, and the website. The position will be advertised open until filled in order to get someone in the position as soon as possible.

We have started to receive applications for the Public Works Director position. The closing date for the applications is September 30, 2016. At that time, staff will go through the applications, make a list for interviews and move forward with the process. The hope is to have someone selected by the end of October, 2016, at the latest, but will be a top priority.