

**Town of Marshville
Town Council Meeting
Monday, December 7, 2015
Marshville Town Hall
201 W. Main Street, Marshville**

Regular Meeting

Council Members Present: Mayor Frank Deese, Mayor Pro-Tern Virginia Morgan, Council Members Margaret Bivens, Jim Rowell, Norma Carpenter and Gary Huntley.

Staff Present: Town Manager, Fern Shubert; Clerk/Finance Officer, Tonya Johnson; Police Chief, Matt Tarlton, Public Works Director, Bivens Steele and Town Attorney, Bobby Griffin.

Call to Order/Invocation/Pledge of Allegiance

The meeting was called to order at 7:00 pm by Mayor Deese who welcomed the elected officials and members of the public to the meeting. The invocation was given by Council Member Gary Huntley. The Pledge of Allegiance was given by everyone in attendance.

Adoption of the Agenda

Council Member Rowell moved to add a closed session for a personnel matter per NCGS 143-318.11 (a) (6). It was the consensus of the council to add the closed session after new business on the agenda. The motion was seconded by Council Member Carpenter and passed unanimously (added as item #8 on the agenda).

Mayor Pro-Tem Morgan moved to add a discussion for a job description for a Parks and Recreation Director. The motion was seconded by Council Member Bivens and passed unanimously (added as #6A on the agenda).

Council Member Rowell moved to add budget amendments for the Police Department to the consent agenda. The motion was seconded by Mayor Pro-Tem Morgan and passed unanimously.

A motion to adopt the agenda with the approved additions/changes was made by Council Member Rowell. The motion was seconded by Council Member Huntley and passed unanimously.

Public Comment

Mr. Jerry Capobianco of 5602 Flint Ridge Church Road, Marshville, introduced himself as the General Manager of the Marshville Laundromat. He addressed the council regarding parking issues around the laundromat. He explained that during certain times of the day large trucks are blocking parking spaces prohibiting customers from being able to conveniently load/unload their laundry. Mr. Capobianco requested that two spaces in front of the laundromat be designated as fifteen minute parking to enable customers to unload their laundry.

Mayor Deese commented that this will need to be added to a future agenda for discussion and possible action.

Consent Agenda

Council Member Bivens moved to accept the consent agenda with the addition of the budget amendments previously approved. The motion was seconded by Council Member Rowell and passed unanimously.

New Business

At this time during the meeting the organizational procedures took place as a result of the November election. Mayor Deese recognized Council Member Gary Huntley. Mayor Deese read a proclamation honoring the service of Council Member Gary Huntley and presented outgoing Council Member Huntley with a copy of the proclamation and a plaque of appreciation.

Judge Christopher Bragg administered the oaths of office to Mayor Frank Deese, Council Member Margaret Bivens, Council Member Norma Carpenter and Council Member Ernestine Staton.

Mayor Deese stated that the next order of business is to elect a mayor pro-tempore. Council Member Carpenter moved that Mayor Pro-Tem Morgan remain in that capacity. The motion was seconded by Council Member Bivens and passed unanimously.

Next, the following board appointments were made:

CCOG Delegate: Mayor Pro-Tem Morgan

CCOG Alternate: Mayor Deese (agreed to serve until someone else is appointed)

CRTPO Delegate: Council Member Carpenter

CRTPO Alternate: Council Member Staton

Marshville Museum Representative: Council Member Bivens

Marshville Chamber of Commerce Representative: Council Member Rowell

Discussion and action regarding the appointment of an ETJ Member to the Planning Board

Council Member Rowell reported that he was expecting a letter from a volunteer but the letter was not received. Council Member Rowell requested to have this item on the January agenda. Mayor Deese asked that anybody interested submit a written request to serve.

Parks & Recreation Job Description

Mayor Pro-Tem Morgan commented that she worked with the town manager on a job description and believes the proposed job description covers what the council is looking for in the position. Mayor Pro-Tem Morgan recommended there be a committee to review applications. Mayor Deese commented that the manager is responsible for personnel under the current form of government. Mayor Deese opposed the suggestion of having the public come in to meet candidates.

Council Member Carpenter stated that she looked at the county's website and shared information about qualifications, particularly education and experience. Council Member Rowell thinks the council should stick with what has been presented for the initial process. Council Member Staton commented that if the job is reposted the council needs to know where the candidates are in obtaining a degree (ex., junior, senior, etc.). The manager stated that she envisions having more people than herself interviewing candidates. Council Member Rowell commented that the council appointed a recreation committee at the last meeting. The interview process could involve committee members.

Mayor Deese surveyed council members and the consensus was to leave the job description as it is. A motion to adopt the job description as presented was made by Council Member Rowell. The motion was seconded by Council Member Carpenter. Council Member Staton asked about the role of the athletic association in sports programs. Discussion ensued. Town Manager Shubert stated that much has been run by volunteers in the absence of the athletic association. Mayor Deese clarified that it will be the job of the person being hired as Parks & Recreation Director to coordinate events and activities. The vote to approve the job description for a Parks & Recreation Director passed unanimously.

Set date for a work session to review and discuss the Union County sewer dispute

Town Manager Shubert commented that council members received a letter from the county commissioners. Town Manager Shubert reported that she has been talking to county staff since being hired. In January of 2015, members of the county staff told commissioners that the Town of Marshville is being uncooperative. Union County staff was told to negotiate with Marshville. Town Manager Shubert sent a letter stating that the county has to explain why the Town of Marshville is being charged so much. The manager reported that she was hired twenty years ago to prove the county was overcharging the Town of Marshville. The manager explained that when her employment with the town began there was a draft contract that referenced agreements that no one had laid eyes on. Town Manager Shubert explained that after repeated requests for documentation it was never provided. The manager stated that the Town of Marshville is a part owner in the transmission line. Town Manager Shubert provided a handout to council that was provided to county staff along with the letter. When the manager sent the letter to county staff two legal documents were attached. One is a letter that Marshville received in 1992 from an attorney. Town Manager Shubert read excerpts from the documents. It was pointed out that Union County has made no legitimate attempt to determine what Marshville's fair share is.

Council Member Rowell suggested scheduling a work session late in January. The county has sent a letter so that the council members will break down. Council Member Rowell suggested inviting the county to the work session, as well as the town attorney. The county implied that there may be a pending lawsuit. Council Member Rowell expressed that all parties should be reading from the same sheet of music. Council Member Rowell emphasized the need to keep moving forward to a resolution.

Town Manager Shubert stated that she would like to bring the council a draft response to the letter the commissioners sent. Mayor Deese commented that the council should go ahead and set a date for a work session, adding that it will likely need to be an evening meeting. The 25th is the last Monday in January. It was the consensus of the council to tentatively set a special meeting for a work session to discuss the Union County sewer issue on January 25, 2015 at 6 pm at Town Hall. If this date is in conflict with the town attorney's schedule then there will be sufficient time to reschedule.

Mayor Deese summarized the situation stating that the county and the council have a difference of opinion about the contract, and about charges. The money that Union County is charging for sewer treatment is being set aside even though the bill is not being paid. The council feels that the county owes the town substantially more than the town owes the county. This council is basically asking for an accounting of what the county is saying.

Town Manager's Report

The manager reported that a number of events are going on around town. She wished everyone a Merry Christmas and a Happy New Year.

Mayor and Town Council Member Comments

Council Member Carpenter reported that she attended a Museum meeting earlier today and that the Marshville Museum is a wonderful place. Council Member Carpenter welcomed newly elected Council Member Ernestine Staton. She wished everyone a Merry Christmas.

Council Member Rowell reported that the annual Christmas tree lighting went well. Also, the Veterans Day memorial went well. Council Member Rowell thanked staff for getting the budget amendments completed for the Small Town Main St. Committee. Council Member Rowell reminded everyone of a Christmas Appreciation Luncheon for staff and elected officials on Friday, December 11, 2015 at 11:30 am. He also reminded everyone of a ribbon cutting at Kate Clyde's on December 8, 2015 from 4 until 6 pm. Council Member Rowell stated that the policy for automated calls need to be reviewed. Town events need to get out to members of the public.

Mayor Pro-Tem Morgan reported that she did not receive a letter from Union County. She thanked maintenance staff and commented on how nice the town looks. Mayor Pro-Tem Morgan wished everyone a

Merry Christmas and Happy New Year.

2770

Council Member Staton commented that she looks forward to working with everyone. She wished everyone a Merry Christmas and Happy New year.

Mayor Deese reminded council members of a special meeting on Monday, December 14, 2015 at the Community Center. He wished everyone a Merry Christmas.

Closed Session (per NCGS 143-318.11 (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee)

At 8:05 pm, Council Member Rowell moved to go into closed session per the statute cited above. The motion was seconded by Council Member Carpenter and passed unanimously.

Adjourn

A motion to adjourn was made by Council Member Rowell. The motion was seconded by Council Member Staton and passed unanimously.

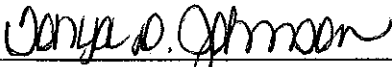
There being no further comments the meeting adjourned at 8:30 pm.

These minutes approved this 4th day of January, 2016.

By: 

Franklin D. Deese, Mayor

ATTEST:



Tonya D. Johnson, Town Clerk

Town of Marshville

Public Comments Sign-Up Sheet

Regular Meeting

Date: 12/07/2015Please **print** your name, topic of discussion, and contact information for the record.

	PRINT NAME	ADDRESS	TOPIC OF DISCUSSION	PHONE #	EMAIL ADDRESS
1	Terrell Capobianco	5206 Flintstone Church	Public Parking		
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

2015-2016

FUND 10 REVENUES			
Revenues	Budget	YTD as of 10/31/15	Percent
10-3010-0000 Ad Valorem Taxes	670,384.00	133,378.23	20%
10-3010-0100 Motor Vehicles	69,550.00	26,971.56	39%
10-3010-0500 Prior Year Tax Collect	11,000.00	6,048.77	55%
10-3170-0000 Tax Penalties & Interest	4,500.00	2,067.63	46%
10-3250-0000 Privilege Licenses	0.00	15.00	
10-3260-0000 Vehicle Rental Tax	0.00	0.00	
10-3290-0000 Interest on Investments	3,800.00	133.86	4%
10-3317-0000 Controlled Substance Tax	0.00	0.00	
10-3318-0000 Police Grant	13,549.00	0.00	
10-3318-0050 Pedestrian Planning Gr	0.00	0.00	
10-3318-0200 CMAQ Revenue	0.00	0.00	
10-3319-0000 Police Calendar Sales	300.00	0.00	%
10-3319-0100 Police Protection Rev	900.00	972.00	
10-3319-0200 National Night Out Proceeds	0.00	0.00	
10-3350-0000 Miscellaneous	1,650.00	2,213.88	134%
10-3350-0100 Sale of Fixed Asset	0.00	0.00	
10-3350-0200 Cash Short	0.00	0.75	
10-3360-0000 Insurance Proceeds	0.00	2,650.00	
10-3360-0100 Reimbursement Proceeds	0.00	-2,650.00	
10-3370-0000 Franchise Tax - Utilities	165,000.00	47,892.23	26%
10-3370-0100 Franchise Tax - Cable TV	0.00	0.00	
10-3370-0200 Solid Waste Disposal Tax	1,600.00	365.31	23%
10-3430-0000 Powell Bill Allocation	69,500.00	34,830.46	50%
10-3450-0000 Local Option Sales Tax	0.00	0.00	
10-3450-0010 Sales Tax Art. 39	80,000.00	26,745.25	33%
10-3450-0020 Sales Tax Art. 40	55,000.00	19,077.80	35%
10-3450-0030 Sales Tax Art. 42	42,000.00	14,182.71	34%
10-3450-0040 Sales Tax Art. 44	0.00	2.25	
10-3450-0050 Sales Tax Hold Harmless	52,000.00	19,309.71	37%
10-3450-0200 Beer & Wine Tax Distr	10,500.00	0.00	%
10-3491-0000 Planning/Zoning Fees	2,000.00	1,280.00	64%
10-3510-0000 Court Cost Fees & Charges	1,100.00	596.53	54%
10-3590-0000 Refuse Collection Fees	183,500.00	66,730.84	36%
10-3610-0000 Cemetery - Sale of Lot	3,750.00	0.00	%
10-3610-0100 Cemetery - Donations	0.00	0.00	
10-3610-0200 Cemetery - Grave Opening	0.00	0.00	
10-3650-0000 Recreation Activity Fees	500.00	255.32	51%
10-3650-0100 Grant for Park	0.00	0.00	
10-3650-0120 Community Development	0.00	0.00	
10-3650-0130 Skatepark Donations	0.00	0.00	
10-3650-0200 Park Concessions	0.00	0.00	
10-3650-0300 Facilities Rental Fee	2,500.00	1,065.00	43%
10-3710-0400 Late Fee	0.00	0.00	
10-3834-0000 Property Leases	65,000.00	22,509.19	35%
10-3984-0000 Transfer From 40 Fund	0.00	0.00	
10-3990-0000 Encumbered Fund Balance	142,734.00	0.00	
10-3990-0100 Encumbered Powell Bill	62,800.00	0.00	
10-3990-0200 Encumbered Cont. Substance	313.00	0.00	
10-3990-0300 Encumbered Solid Waste	0.00	0.00	
Total Revenues for Fund 10	1,735,430.00	426,644.28	25%

2014-2015

Budget	YTD as of 10/31/14	Percent
727,000.00	201,342.65	28%
58,200.00	25,722.13	44%
11,000.00	3,876.89	35%
4,500.00	1,567.15	35%
2,500.00	2,260.50	90%
0.00	0.00	
7,000.00	103.25	1%
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
300.00	0.00	%
0.00	948.00	
0.00	0.00	
2,300.00	2,377.40	103%
0.00	4,455.00	
0.00	1.52	
0.00	0.00	
0.00	14.32	
170,000.00	44,421.22	26%
1,600.00	0.00	%
1,500.00	335.80	22%
69,000.00	35,047.89	51%
0.00	0.00	
61,000.00	26,217.23	43%
47,000.00	18,457.68	39%
30,000.00	13,918.20	46%
0.00	12.33	
48,000.00	18,473.56	38%
10,000.00	0.00	%
1,000.00	2,365.00	237%
1,200.00	423.84	35%
196,500.00	65,826.49	33%
3,750.00	3,750.00	100%
5940.00	5940.00	
0.00	0.00	
300.00	210.00	70%
0.00	0.00	
0.00	100.00	
0.00	0.00	
0.00	0.00	
2,200.00	1,219.17	56%
0.00	0.00	
63,100.00	21,745.52	34%
0.00	0.00	
0.00	0.00	
56,000.00	0.00	
0.00	0.00	
9922.00	0.00	
1,590,812.00	501,132.74	32%

2014-2015

Budget	YTD	Percent
	as of 10/31/14	
69,040.00	23,479.54	34%
255,200.00	75,972.82	30%
136,305.00	46,273.66	34%
37,400.00	21,675.71	58%
586,625.00	203,121.90	35%
149,940.00	44,511.22	30%
56,000.00	11,230.65	20%
218,485.00	53,367.03	24%
71,817.00	21,195.24	30%
10,000.00	0.00	
0.00	0.00	
0.00	0.00	
1,590,812.00	500,827.77	31%

2015-2016

Budget	YTD	Percent
	as of 10/31/15	
73,100.00	25,161.24	34%
258,500.00	75,450.96	29%
151,725.00	49,083.11	32%
24,150.00	4,234.00	18%
688,075.00	227,276.15	33%
127,350.00	34,420.46	27%
62,800.00	18,838.90	30%
252,680.00	90,260.96	36%
87,050.00	23,902.89	27%
10,000.00	0.00	
0.00	0.00	
0.00	0.00	
1,735,430.00	548,628.67	32%

FUND 10 EXPENDITURES
Expenses
10-4100 Governing Body
10-4200 General Government
10-4500 Community Development
10-5000 Public Buildings
10-5100 Police
10-5600 Streets & Highways
10-5700 Powell
10-5800 Sanitation
10-6200 Parks & Recreation
10-6600 Contingency
10-9800 Transfer to Enterprise Fund
10-9840 Transfer to 40 Fund
Total Expenses for Fund 10

2015-2016

FUND 30 REVENUES	
Revenues	
30-1350-0000 Utility Refunds	
30-2290-0100 Contrib. - Spec. Rev.	
30-3290-0000 Interest on Investments	
30-3350-0000 Miscellaneous Income	
30-3350-0100 Sales of Fixed Assets	
30-3350-0300 Donated Assets	
30-3350-0400 Grant Proceeds	
30-3360-0000 Insurance Proceeds	
30-3360-0100 Reimbursements Proceeds	
30-3710-0000 Charges Utilities Water	
30-3710-0100 Charges Utilities Sewer	
30-3710-0300 Delinquent Fees	
30-3710-0400 Late Fees	
30-3710-0500 Returned Check Fee	
30-3710-0600 Service Initiation Fee	
30-3710-0700 Service Call Fee	
30-3710-0800 After Hours Reconnect	
30-3710-0900 Tampering Fee	
30-3730-0000 Tap Fees - Water	
30-3730-0100 Tap Fees - Sewer	
30-3740-0000 Bad Debts	
30-3750-0100 Capacity Fees - Water	
30-3750-0200 Capacity Fees - Sewer	
30-3800-0000 Capital Contributions	
30-3940-0000 Transfer From Gen Fund	
30-3990-0000 Encumbered Fund Balance	
Total Revenues for Fund 30	

Budget	YTD	Percent
as of 10/31/15		
0.00	0.00	
0.00	0.00	
1,500.00	116.35	8%
0.00	353.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	4,021.45	
0.00	0.00	
655,400.00	228,324.36	35%
759,000.00	265,443.90	35%
18,000.00	7,500.00	42%
25,000.00	11,390.00	46%
0.00	225.00	
3,500.00	1,350.00	39%
0.00	0.00	
0.00	40.00	
0.00	557.00	
10,800.00	3,500.00	
31,500.00	0.00	
0.00	0.00	
12,900.00	0.00	
29,600.00	3,297.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
1,547,200.00	526,118.06	34%

2014-2015

Budget	YTD	Percent
as of 10/31/14		
0.00	-2160.60	
0.00	0.00	
9,000.00	52.44	1%
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	41.79	
571,600.00	228,654.50	40%
759,170.00	253,733.34	33%
18,000.00	6,700.00	37%
25,000.00	8,671.12	35%
0.00	225.00	
3,500.00	1,650.00	47%
0.00	0.00	
0.00	120.00	
0.00	686.00	
4,800.00	0.00	
14,000.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
0.00	0.00	
1,405,070.00	498,373.59	35%

FUND 30 EXPENDITURES	
Expenses	
30-5310 Safety	
30-6601 Contingency	
30-7000 Transfer	
30-8260 Water Operations	
30-8290 Sewer Operations	
Total Revenues for Fund 30	

Budget	YTD	Percent
as of 10/31/15		
0.00	0.00	
5,000.00	0.00	
0.00	0.00	
700,600.00	173,299.91	25%
841,600.00	132,282.92	16%
1,547,200.00	305,582.83	20%

Budget	YTD	Percent
as of 10/31/14		
0.00	0.00	
5,000.00	0.00	
0.00	0.00	
640,900.00	163,741.91	26%
759,170.00	131,936.85	17%
1,405,070.00	295,678.76	21%

**Total Outstanding Payables to Union Co. Sewer as of 10.31.15 = \$315,999.13

**TOWN OF MARSHVILLE
NC DEPARTMENT OF ENVIRONMENTAL AND
NATURAL RESOURCES STATE EMERGENCY LOAN FUND**

**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 pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is the Town of Marshville Water System improvements U.S. Highway 74 Water Main Replacement, Project No. H-SEL-D-2016-0001, as provided for by loan assistance from the State Emergency Loan fund.

Section 2: The Project is described as the installation of approximately 8,535 linear feet of 8-inch water main and all related appurtenances along U.S. Highway 74.

Section 3: The officers of this unit are hereby directed to proceed with the Project within the terms of the resolution adopted by the governing body accepting the loan offer and making the applicable assurances contained therein, and in accordance with the Offer and Acceptance Document and the Standard Conditions and Assurances Document.

Section 4: The following loan proceeds are anticipated to be available to complete the Project:

REVENUES:

Loan Proceeds – NCDNR	<u>\$601,800.00</u>
TOTAL	\$601,800.00

Section 5: The following amounts are proposed to be appropriated for the Project:

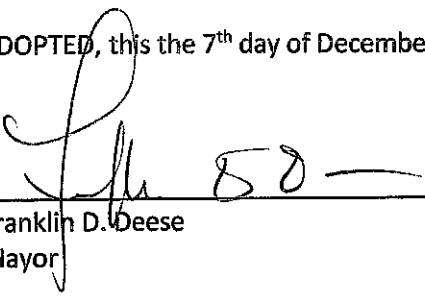
EXPENDITURES:

Project Construction	\$463,100.00
Contingency	\$ 46,300.00
Engineering Design	\$ 30,000.00
Surveying	\$ 3,000.00
Bid Management	\$ 5,000.00
Construction Administration	\$ 30,000.00
Loan Administration	\$ 9,000.00
Certification/Record Drawings	\$ 3,600.00
2% Closing Fee	<u>\$ 11,800.00</u>
TOTAL	\$601,800.00

Section 6: All funds provided shall be expended solely for carrying out the approved Project.

- Section 7: The Finance Officer is directed to maintain adequate accounting and fiscal records during the construction of the Project and for a subsequent three year Period following completion of the Project.
- Section 8: The Finance Officer is directed to make timely payments to the contractor, and to retain only such amount as allowed by North Carolina General Statute.
- Section 9: Copies of the capital project budget ordinance shall be made available to the Finance Officer, if different from the Clerk for direction in carrying out the Project.

ADOPTED, this the 7th day of December, 2015.



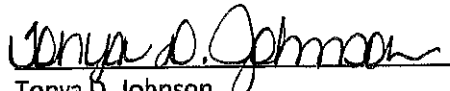
Franklin D. Deese
Mayor

12/07/2015

Date



ATTEST:



Tonya D. Johnson
Town Clerk

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

	DEBIT	CREDIT	
32-1000-0000 Cash	\$0.00		A
32-1160-0000 Accounts Receivable	\$0.00		A
32-1330-0000 Sales Tax Receivable	\$0.00		A
32-2010-0000 Accounts Payable		\$0.00	L
32-2990-0000 Fund Balance		\$0.00	L
32-3450-0000 Loan Proceeds - DENR		\$601,800.00	R
32-3450-0500 Transfer from Water/Sewer		\$0.00	R
32-8280-7700 Project Construction	\$463,100.00		E
32-8280-7710 Contingency	\$46,300.00		E
32-8280-7720 Engineering Design	\$30,000.00		E
32-8280-7730 Surveying	\$3,000.00		E
32-8280-7740 Bid Management	\$5,000.00		E
32-8280-7750 Construction Administration	\$30,000.00		E
32-8280-7760 Loan Administration	\$9,000.00		E
32-8280-7770 Certification/Record Drawings	\$3,600.00		E
32-8280-7780 2% Closing Fee	\$11,800.00		E
	<u>\$601,800.00</u>	<u>\$601,800.00</u>	

Town of Marshville

AMENDMENT

#2016 - 03

2015 - 2016 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2015 - 2016 Budget Ordinance be amended as follows:

Section 1. General Fund

Increase	10-5700	Powell Bill	\$59,000.00
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Total Increase			<u>\$59,000.00</u>
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Increase	10-3990-0100	Encumbered Reserve Fund -	\$59,000.00
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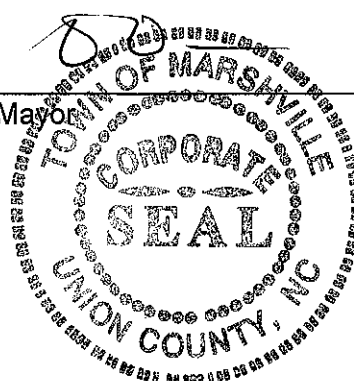
Total Increase		Powell Bill	<u>\$59,000.00</u>
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Adopted this 7th day of December, 2015.

Franklin D. Deese, Mayor

ATTEST:

Tonya Johnson
Tonya Johnson, Town Clerk



This Budget Amendment provides for: Appropriation of funds to complete the Small Town Main Street Phase I Sidewalk Project as approved by the Marshville Town Council by unanimous vote at its November 2, 2015 meeting.

Town of Marshville

AMENDMENT

#2016 - 04

2015 - 2016 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2015 - 2016 Budget Ordinance be amended as follows:

Section 1. General Fund

Increase	10-3990-0000	Encumbered Fund Balance	\$60,000.00
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Total Increase			<u>\$60,000.00</u>
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Increase	10-4500-7300	Capital Outlay - Other	\$60,000.00
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Total Increase			<u>\$60,000.00</u>
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Adopted this 7th day of December, 2015.

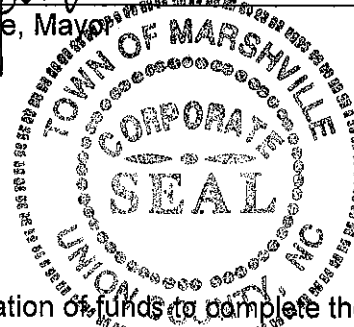


Franklin D. Deese, Mayor

ATTEST:



Tonya Johnson, Town Clerk



This Budget Amendment provides for: Appropriation of funds to complete the Small Town Main Street Phase I Downtown Revitalization Plan as approved by the Marshville Town Council by unanimous vote at its November 2, 2015 meeting.

Town of Marshville

AMENDMENT

#2016 - 05

2015 - 2016 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2015 - 2016 Budget Ordinance be amended as follows:

Section 1. General Fund

Increase	10-3360-0000	Insurance Proceeds	\$714.20
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Total Increase			\$714.20
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Increase	10-5100-3350	Departmental Supplies	\$714.20
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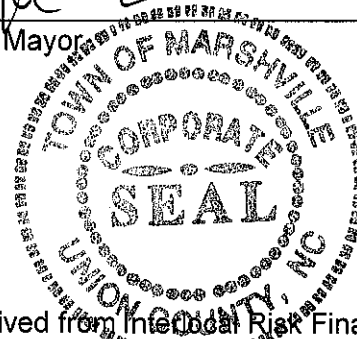
Total Increase			\$714.20
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Adopted this 7th day of December, 2015.

Franklin D. Deese, Mayor

ATTEST:

Tonya Johnson
Tonya Johnson, Town Clerk



This Budget Amendment provides for: Funds received from Interlocal Risk Financing of NC for Claim #3150075955, 2012 Dodge Charger. This claim is for a damaged in-car computer (\$1,214.20 less a \$500 deductible).

Town of Marshville

AMENDMENT

#2016 - 06

2015 - 2016 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2015 - 2016 Budget Ordinance be amended as follows:

Section 1. General Fund

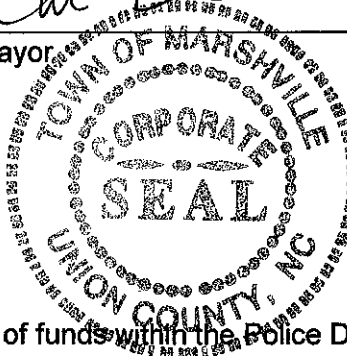
Increase	10-5100-7250	Capital Outlay - Vehicles	\$8,000.00
Total Increase			<u>\$8,000.00</u>
Decrease	10-5100-0200	Salaries	\$4,000.00
	10-5100-0230	Temporary and Part Time Salaries	\$3,000.00
	10-5100-0600	Group Insurance	\$1,000.00
Total Decrease			<u>\$8,000.00</u>

Adopted this 7th day of December, 2015.

Franklin D. Deese, Mayor

ATTEST:

Tonya Johnson
Tonya Johnson, Town Clerk



This Budget Amendment provides for: Appropriation of funds within the Police Dept. for the purchase of a 2014 Dodge Charger (the portion not covered by insurance proceeds resulting from an automobile claim)

Proclamation

Honoring the Dedicated Service of Councilman Gary Huntley

WHEREAS, Gary Huntley has served the Town of Marshville and its citizens since December 2011 as a Town Council Member; and

WHEREAS, Mr. Huntley has provided the Town Council with dedicated service and support during his tenure; and

WHEREAS, these years of service have been marked by exemplary dedication to the best interests of the Town of Marshville; and

WHEREAS, Mr. Huntley has earned the admiration and high regard of his fellow public servants; and

WHEREAS, the Marshville Town Council wishes to recognize and express appreciation to Mr. Huntley for his invaluable service provided to the Marshville Town Council and to the community in which he served;

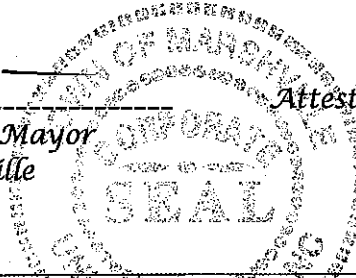
NOW THEREFORE, I, Mayor Franklin D. Deese and the Marshville Town Council do hereby take pride in honoring the service of Gary Huntley for his contributions to the Town of Marshville and extend to him best wishes for continued success and many happy years ahead.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Marshville, North Carolina to be affixed this 7th day of December, 2015.

*Franklin D. Deese, Mayor
Town of Marshville*

Attest

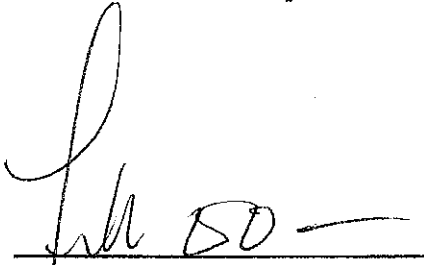
*Tonya D. Johnson
Town Clerk*



Town of Marshville

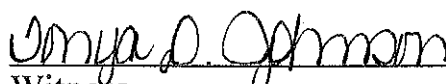
Oath of Office

I, Franklin D. Deese, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Mayor of the Town of Marshville, so help me God.


Signature of official sworn

Subscribed and sworn to before me
this 7th day of December, 2015


Title


Witness



Town of Marshville

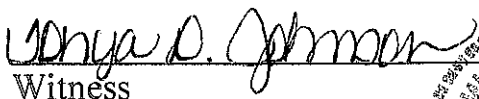
Oath of Office

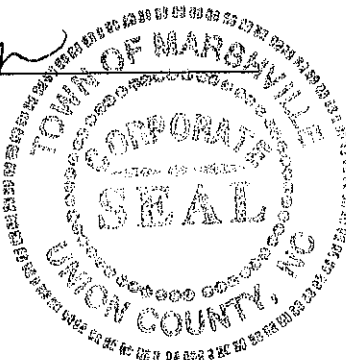
I, Margaret Bivens, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Council Member of the Town of Marshville, so help me God.


Signature of official sworn

Subscribed and sworn to before me
this 7th day of December, 2015


Title


Witness



Town of Marshville

Oath of Office

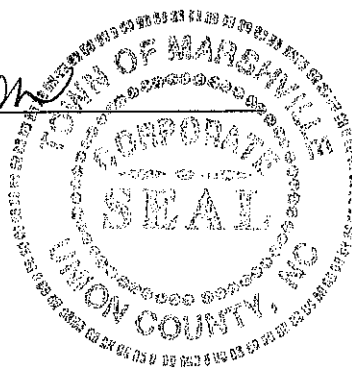
I, Norma Carpenter, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Council Member of the Town of Marshville, so help me God.

Norma G. Carpenter
Signature of official sworn

Subscribed and sworn to before me
this 7th day of December, 2015

Carly Superior Court Judge
Title


Lonny D. Johnson
Witness



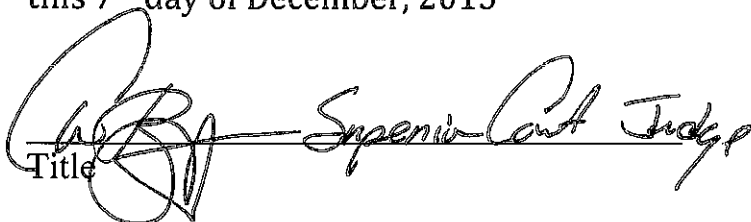
Town of Marshville

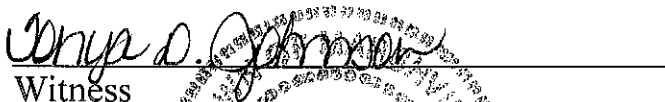
Oath of Office

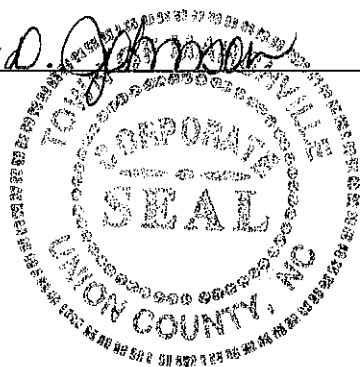
I, Ernestine Staton, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Town Council Member of the Town of Marshville, so help me God.


Signature of official sworn

Subscribed and sworn to before me
this 7th day of December, 2015


Title


Witness



GENERAL PURPOSE:

Under general supervision from the Town Manager, performs administrative, supervisory and professional work in the planning, development and operation of a comprehensive public recreation program for the community.

EXAMPLE OF DUTIES:

Plans and manages a comprehensive town recreation program including athletic leagues, instructional programs, day camps and special events of the town. Identifies and meets the recreational needs of diverse community groups.

Manages the Town's Parks and Community Center and programs therein: including maintenance, marketing, and supervision.

Provides for risk management practices: ensures all safety rules, regulations and procedures are followed: makes sure that any employees or volunteers are trained in safety procedures.

Prepares and manages annual budget for recreation program functions. Approves purchases of supplies and operating inventory for recreation programs. Develops alternative funding sources for programs and improvements. Works with finance director to be sure proper accounting procedures are followed in connection with programs and events.

Performs public relations duties: responds to complaints; handles all league suspensions and rule enforcement; prepares news releases, maintains town website to include community events, meetings etc. and set up community contacts to include emails and social media, information and marketing bulletins or other publicity on recreation activities and events.

Coordinates facilities and programs with other department directors and serves as technical advisor to sports clubs and other recreation activities.

Publishes monthly activities calendar to inform public/council of upcoming activities that are posted on the Town of Marshville website.

Co-ordinates all special events related to parks and recreation department, including but not limited to movie rights, concerts, holiday events, exercise programs and any additional events as directed by town manager.

Oversees scheduling of all organized programs utilizing town facilities, as well as private party rentals of community center and park facilities.

Serves as liaison between town and private/public recreational and event groups.

Initiates and forms working relationships between town and civic organizations to enhance the quality of life for area residents through special projects and programs.

Coordinates and monitors contracts and insurance agreements for recreation programs.

Assists the town manager and council in short and long range planning for a comprehensive town recreation program; proposed long range capital improvement and development of facilities, equipment and programs.

Coordinates with Wingate University Recreation Department to place interns/students for practicum within the recreation program.

Performs related duties as assigned but main purpose of this position is recreation for the citizens of the Town of Marshville.

MINIMUM QUALIFICATIONS:

Education and Experience

Bachelors Degree in recreation, physical education or a closely related field and experience in supervising recreation programs.

Special Requirements

Must be bondable; valid North Carolina Driver's License required.

Necessary Knowledge, Skills and Abilities

Working knowledge of recreation programs and their management; working knowledge of the rules of a variety of sports; working knowledge of modern office procedures and basic First Aid training.

Skill in operating a variety of office equipment: computer skills experience required.

Ability to participate in active sports and recreation activities, ability to organize and direct programs; ability to work varied working hours; ability to work on weekends; ability to establish and maintain effective working relationships with employees, other agencies and the public; ability to follow written and oral instructions; ability to communicate effectively, verbally and in writing.

TOOLS AND EQUIPMENT USED

Computer, including work processing software; calculator; copy and fax machine; phone; mobile or portable radio; automobile, projector and sound systems.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals.

The noise level in the work environment is usually quiet while in the community center, or moderately noisy when in the field.