

Town of Marshville
Town Council Meeting
Monday, June 29, 2015, 7:00 pm
Marshville Town Hall – 201 West Main St.

Special Meeting – Reconvened from June 22, 2015

Present: Mayor Deese, Mayor Pro-Tem Morgan, Council Members Rowell, Carpenter, Bivens and Huntley.

Staff Present: Town Manager Shubert, Town Clerk/Finance Officer Johnson, Chief of Police, Matt Tarlton, Public Works Director, Bivens Steele, Utilities Director, Alicia Melton, Community Development Director, Alan Thifault, Asst. Clerk/Tax Collector, Debbie Morton

Call to Order/Invocation/Pledge of Allegiance

The meeting was reconvened at 7:04 pm by Mayor Deese. Mayor Deese reminded council members that this meeting is a continuation of the meeting that was recessed on June 22, 2015. The invocation was offered by Council Member Huntley. The Pledge of Allegiance was given by everyone in attendance.

Mayor Deese instructed the council members to replace the pages in their budget notebooks with the revised pages that are before them. Town Clerk/Finance Officer Johnson gave a brief report of revenues collected and expenditures to date. She pointed out that in both funds (general and enterprise) actual revenues exceeded budgeted projections for FY2014-15 and that to date the only departmental expenditure to exceed the appropriated amount is the Powell Bill department.

Council Member Carpenter made a motion to change the job title for the Director of Utilities as presented in the proposed Organizational Chart. She suggested that Town Manager Shubert and Public Works Director Steele work together to come up with a title more descriptive of the responsibilities of the position. The motion was seconded by Mayor Pro-Tem Morgan and passed unanimously.

Mayor Pro-Tem Morgan stated that people in the community desire a recreation program. Mayor Pro-Tem Morgan made a motion that a position for a Recreation Activities Director be added to the proposed Organizational Chart and be left open at this time. Discussion ensued. Council Member Rowell suggested that the council direct the manager to work on some recreational programs along with the Community Development Director. Mayor Deese asked whether or not Mr. Thifault's job description covered recreational activities. The manager stated it does. Mayor Pro-Tem Morgan volunteered to write a job description. It was the consensus of the council that recreation programs are a good idea but that there doesn't be to be a position created. Mayor Pro-Tem Morgan stated that recreation programs are important to this community.

Council Member Carpenter stated that the budget process began too late this year. She feels that staff was rushed and that council didn't have adequate time for a thorough review. Council Member Carpenter suggested that, as planned in the proposed FY2015-16 Meeting Calendar, budget meetings begin in February.

Council Member Rowell thanked the council for their work on the budget even though they only had a short amount of time. Council Member Rowell also thanked staff for the jobs they do for the

town. Council Member Rowell made a motion to adopt the FY2015-16 Budget Ordinance, revised Organizational Chart, Meeting Calendar and Fee Schedule as presented. The motion was seconded by Mayor Pro-Tem Morgan and passed with a 4 to 1 vote (Council Member Carpenter opposed).

Mayor Deese stated that council has before them a budget amendment for the Powell Bill department for FY2014-15. Council Member Rowell made a motion to approve Budget Amendment 2015-08. The motion was seconded by Council Member Carpenter and passed unanimously.

Mayor Deese thanked the council and staff. He commented that the members of council can disagree without being disagreeable.

Town Manager Shubert informed the council that the town received an award at the Woodmen of the World Awards Dinner.

Council Member Bivens commented that the museum committee is doing a great job planning the upcoming "Color Purple" events.

Mayor Deese announced that he has talked with a gentleman from Union County regarding an application for \$1.1 million from HUD. The county has to have a certain number of municipalities to sign on and that only those municipalities signing on will be eligible to receive a portion of any awarded funds. The county must present a three year plan and the money doesn't come until next year. Mayor Deese stated that he requested that if Marshville participates could it have a place on the committee. Mayor Pro-Tem Morgan asked if this will affect loans from NCDENR. Council Member Rowell asked whether the town could still apply for other funding. The manager was asked to provide council members with copies of the documentation received from Union County.

Adjourn

A motion to adjourn was made by Council Member Bivens, seconded by Council Member Carpenter and passed unanimously. The meeting adjourned at 7:35 pm.

These minutes approved this the 13th day of July, 2015.

By: _____

Frank Deese, Mayor

ATTEST: _____

Tonya Johnson, Town Clerk

Town of Marshville, North Carolina
Annual Budget for FY 2015 - 2016

2726a

Budget Ordinance

BE IT ORDAINED by the Council of the Town of Marshville, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Summary

	Estimated Revenues	Fund Balance Appropriations	Appropriation
General Fund	\$1,529,583	\$152,847	\$1,682,430
Enterprise Fund	\$1,547,200	\$0	\$1,547,200
Total:	\$3,076,783	\$152,847	\$3,229,630

Section 1: General Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the General Fund for the fiscal year 2015-2016 in accordance with the chart of accounts for the Town of Marshville.

General Fund Revenues

Ad Valorem Taxes	\$750,934
Tax Penalties & Interest	\$4,500
Privilege Licenses	\$0
Interest On Investment	\$3,800
Police Grant	\$13,549
Police Calendar Sales	\$300
Police Protection Revenue	\$900
Miscellaneous	\$1,650
Sale Of Fixed Assets	\$0
Franchise Taxes	\$185,000
Solid Waste Disposal Tax	\$1,600
Powell Bill Allocation	\$69,500
Sales Tax & Hold Harmless	\$229,000
Beer & Wine Tax Distribution	\$10,500
Planning/Zoning Fees	\$2,000
Court Costs Fees & Charges	\$1,100
Refuse Collection Fees	\$183,500
Cemetery - Sale of Lot	\$3,750
Recreation Activity Fee	\$500
Recreational Facilities Rental	\$2,500
Property Leases	\$65,000
Encumbered Fund Balance Reserve	\$63,113
Encumbered Fund Balance	\$89,734
Total General Fund Revenues	\$1,682,430

General Fund Expenditures

Governing Body	\$73,100
General Government	\$258,500
Community Development	\$151,725
Public Buildings*	\$24,150
Police	\$688,075
Streets	\$127,350
Powell Bill	\$62,800
Sanitation	\$199,680
Parks & Recreation	\$87,050
Non Departmental	\$10,000
Total Expenditures	\$1,682,430

Section 2: Enterprise Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the Enterprise Fund for the fiscal year 2015-2016 in accordance with the chart of accounts for the Town of Marshville.

Enterprise Fund Revenues

Interest On Investment	\$1,500
Charges Utilities Water	\$655,400
Charges Utilities Sewer	\$759,000
Delinquent Fees	\$18,000
Late Fee	\$25,000
Returned Check Fee	\$0
Service Initiation Fee	\$3,500
Tap Fees - Water	\$10,800
Tap Fees - Sewer	\$31,500
Bad Debts	\$0
Capacity Fees - Water	\$12,900
Capacity Fees - Sewer	\$29,600
Encumbered Fund Balance	\$0
Total Enterprise Fund Revenues	\$1,547,200

Enterprise Fund Expenditures

Water Operations	\$700,600
Sewer Operations	\$841,600
Non Departmental	\$5,000
Total Expenditures	\$1,547,200

Section 3: Levy of Taxes

There is hereby levied a tax at the rate of forty eight cents (\$0.48) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2015, for the purpose of raising the revenue listed Ad Valorem Taxes 2015-2016 in the General Fund Section 1 of this ordinance. This rate is based on a valuation of property for purposes of taxation of \$159,666,692 (real and personal property of \$144,728,873 and motor vehicles of \$14,937,819) and an estimated rate of collection of 96.5% and 98% respectively.

Section 4: Fees & Charges

There is hereby established, for Fiscal Year 2015-2016, various fees and charges as contained in Section 3 of this document.

Section 5: Special Authorization of the Budget Officer

a) The Budget Officer shall be authorized to reallocate amounts between line item expenditures within a department without limitation and without a report being required.

b) The Budget Officer shall be authorized to execute transfers for contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.

c) The transfer of funds from one department to another department, excluding contingency appropriations, shall be accomplished only with prior authorization of the Town Council.

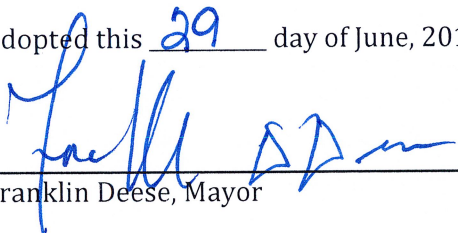
Section 6: Utilization of the Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Marshville municipal government during the 2015-2016 fiscal year. The Budget Officer shall administer the Annual Operating Budget and ensure the staff and elected officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 7. Copies of this Budget Ordinance

Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Department Heads to be kept on file by them for their direction in the disbursement of funds.

Adopted this 29 day of June, 2015.



Franklin Deese, Mayor



Attest:



Tonya Johnson, Town Clerk

Marshville Town Hall
201 West Main Street
Marshville, NC 28103

TOWN OF MARSHVILLE

est. 1877

(P) 704.624.2515
(F) 704.624.0175
www.marshville.org

FY 2015 - 2016 FEE SCHEDULE

Administration

Copies	\$0.15 per page
Budget Notebook	\$20.00
Code of Ordinances	\$20.00
CD	\$2.00 per disk
Returned Check/Bank Draft	\$25.00 per occurrence

Police

Police Reports	\$2.00
Golf Cart Registration	\$15.00

Code Enforcement

Lot Clearing and Mowing	\$75.00 per hour + \$200 Administrative Fee
Bushhog & Tractor Required	\$150.00 per hour + \$200 Administrative Fee
Other Nuisance Abatement	\$75.00 per hour + \$100 Administrative Fee

Public Utilities

Water & Sewer Rates

Inside Town Limits	Water Rates			Sewer Rates		
	Meter Size	Service Charge (Base)	Consumption Charge Per 1,000 gallons	Meter Size	Service Charge (Base)	Consumption Charge Per 1,000 gallons
	3/4"	\$14.00	\$3.80	3/4"	\$25.50	\$8.30
	1"	\$38.10	\$3.80	1"	\$65.80	\$8.30
	1 1/2"	\$62.50	\$3.80	1 1/2"	\$112.00	\$8.30
	2" - 6"	\$86.30	\$3.80	2" - 6"	\$158.50	\$8.30
	2-3/4"	\$28.00	\$3.80	2-3/4"	\$51.00	\$8.30
	3-3/4"	\$42.00	\$3.80	3-3/4"	\$76.50	\$8.30
				Flat rate	\$48.30	-

Outside Town Limits	Water Rates			Sewer Rates		
	Meter Size	Service Charge (Base)	Consumption Charge Per 1,000 gallons	Meter Size	Service Charge (Base)	Consumption Charge Per 1,000 gallons
	3/4"	\$28.00	\$7.60	3/4"	\$58.70	\$12.10
	1"	\$76.20	\$7.60	1"	\$109.00	\$12.10
	1 1/2"	\$125.00	\$7.60	1 1/2"	\$148.70	\$12.10
	2" - 6"	\$172.60	\$7.60	2" - 6"	\$218.50	\$12.10
	2-3/4"	\$56.00	\$7.60	2-3/4"	\$117.40	\$12.10
				Flat rate	\$88.30	-

Bulk Water Purchasing

Hydrant Meter Usage Fee (per installation)	\$50.00
Bulk Water Rate	\$7.60 per 1,000 gallons

FY 2015 - 2016 FEE SCHEDULE

Tap Fees

	Water		Sewer	
	Meter Size	Amount	Meter Size	Amount
Inside Town Limits	¾"	\$1,200.00	4"	\$3,500.00
	1"	\$1,500.00		
	1.5"	\$2,100.00	Over 4"	Determined on a case by case basis
	2"	\$2,800.00		
Outside Town Limits	¾"	\$2,245.00	4"	\$3,800.00
	1"	\$2,750.00		
	1.5"	\$3,975.00	Over 4"	Determined on a case by case basis
	2"	\$4,885.00		

Capacity Fees

Water		Sewer	
Meter Size	Amount	Meter Size	Amount
¾"	\$1,441.00	¾"	\$3,297.00
1"	\$2,565.00	1"	\$5,868.00
1.5"	\$5,751.00	1.5"	\$13,157.00
2"	\$10,261.00	2"	\$23,472.00
3"	\$23,071.00	3"	\$52,776.00
4"	\$41,044.00	4"	\$93,890.00
6"	\$92,349.00	6"	\$211,252.00
Other	Calculated per Project	Other	Calculated per Project

Other Utility Fees

Utility Deposit	\$150.00
Exclusion of S.S. Deposit	\$150.00 + 3 times base rate
Service Initiation	\$25.00
After Hours Reconnect	\$20.00
Service Call	\$25.00
After Business Hours Appointment	At cost

Penalty Fees

Late Fee	\$10.00
Delinquency Fee	\$50.00

Tampering Fees

1st Offense	\$150.00 + Costs
2nd Offense	\$300.00 + Costs
3rd offense	\$500.00 + Costs

Solid Waste Fees

Inside Town Limits	Solid Waste Service Charge (Base Fee)		\$6.39
	Garbage Fee per Cart		\$9.41
	Recycling Fee per Cart		\$2.40
Outside Town Limits	(This rate applies only to existing customers. Services are no longer extended outside city limits)		
	Solid Waste Service Charge (Base Fee)		\$12.78
	Garbage Fee per Cart		\$18.82
	Recycling Fee per Cart		\$4.80

FY 2015 - 2016 FEE SCHEDULE

Cemetery Plots

Resident	\$1,250.00
Non-Resident	\$1,500.00

Planning & Zoning Fees

NOTE: All plan review fees include two reviews of plan submittals. If additional reviews are necessary, an additional plan review fee will be assessed per review.

Copies

Land Use Ordinance (without binder)	\$0.15 per page
Land Use Ordinance (with binder)	\$35.00 per copy

Maps

8.5" x 11" & 8.5 x 14"	\$0.50
11" x 17"	\$1.00
Custom Work	Cost determined based on request

Planning Board Fees

Application for Rezoning	\$600.00 + \$50 advertising fees
Application for Conditional Use Permit	\$500.00 + \$50 advertising fees
Application for Ordinance Amendment/General Plan Amendment	\$550.00 + \$50 advertising fees

Board of Adjustment Fees

Application for Variance	\$600.00 + \$50 advertising fees
Application for Special Use Permit	\$500.00 + \$50 advertising fees
Appeal Zoning Administrator's Decision	\$600.00 + \$50 advertising fees

Land Development Review Fees

Sketch Plat review/consultation (after 1st review)	\$100.00 per session
Site Plan Review	\$225.00 + \$5 per acre

Development (Zoning) Permit Fees

New Construction/Major Addition

Single Family Home	\$50.00 per lot + \$25 revision
Multi-family	\$50.00 per building + \$5 per unit
Non-Residential-Commercial, Industrial, Other	\$50.00 unit
Single Family Home (In floodplain)	\$100.00 lot
Multi-family/Non-Residential (floodplain)	\$150.00 unit
Temporary Use Permit	\$75.00
Temporary Construction Trailer	\$75.00

Minor Addition/Change in Use

Multi-family	\$50.00 lot
Non-Residential – Commercial, Industrial, Other	\$50.00 unit
Single Family Home (In floodplain)	\$100.00 lot
Multi-family/Non-Residential (In floodplain)	\$150.00 unit

Sign Permit Fees

Permanent Signs	\$65.00 each
Temporary Signs	\$25.00 each

Subdivision Fee Schedule

Certificate of Exemption/Recombination Plat	\$10.00
Minor Subdivision Plan Review Fee (# lots, including new residual parent lot)	\$50.00 per map
Major Subdivision – Single Family Residential	
Preliminary Subdivision Plat Review Base Fee	\$450.00 1-24 lots
- Additional lots	\$1,900.00 (25-100 lots) + \$20/lot over 100

FY 2015 - 2016 FEE SCHEDULE

Minor revision to plat after approval	\$250.00
Major revision to plat after approval	Same as new submittal
Final Subdivision Plat Review Fee	\$175.00 per map

Engineering Plan Review and Construction Administration Fees

Plan Review

Roadway (public and/or private)	\$0.95 per LF of Street Centerline
Parking/Loading areas (including access)	\$0.04 per square foot
Storm Drainage	\$1.00 per LF of Street Centerline
Water Lines	\$0.75 per LF of pipe
Sewer Lines	\$0.75 per LF of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$1,700.00 each

Construction Administration

Roadway (public and/or private)	\$1.05 per LF of Street Centerline
Storm Drainage	\$1.00 per LF of Street Centerline
Water Lines	\$0.75 per LF of pipe
Sewer Lines	\$0.75 per LF of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$2,000.00 each

Construction Plans Review Fee (for Consultant Review Only) - \$50 processing fee plus hourly rate for consultant review services times the number of review hours

Street Naming Signs (Collected at preliminary plat)

2 bladed street naming signs	\$100.00	includes posts and hardware
4 bladed street naming signs	\$150.00	includes posts and hardware

Parks & Recreation

Classes & Workshops	\$1.00	per class
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Other activities: Each activity has its own fee, which may be negotiated with the individual instructor, a contract is signed and the Town receives 30% of the fees collected.

Facility Rentals - 3 hour blocks unless otherwise noted

Picnic Shelter	\$50.00	+ \$50.00 Refundable Deposit
Ball Field	\$50.00	

Community Center

Resident/Non-resident	\$75.00	+ \$50.00 Refundable Deposit
Non-Profit, Civic, or Community	\$20.00	+ \$25.00 Refundable Deposit

Organization Meeting(2 hour maximum)

The Community Center is available for use by non-profit organizations, community groups, and civic organizations for the purpose of holding meetings. Any fundraising activity or activity resulting in fees or admission charged does not qualify for this purpose. Qualifying groups are determined on a case by case basis.

FY 2015 - 2016 FEE SCHEDULE

Business / Privilege License

Business Activity	Amount
Beer & other Malt Beverage Retailers	15.00 (on-premises) 5.00 (off-premises)
Peddlers - foot	\$10.00
Peddlers - vehicle	\$25.00
Taxi service	\$15.00 /vehicle
Wine Retailer	\$15 (on-premises) \$10 (off-premises)

*S.L. 2014-3 ELIMINATES NEARLY ALL CITY & COUNTY PRIVILEGE LICENSE TAXES FOR TAX YEARS
BEGINNING ON OR AFTER JULY 1, 2015*

TOWN OF MARSHVILLE

2015-2016 Calendar

Unless otherwise publicized, all meetings will begin at 7:00 p.m. at the Marshville Town Hall.

Scheduled
Regular Meetings
1st Mondays

Holiday Schedule
(Town Offices closed)

July '15							August '15							September '15						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4							1							
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30			
							30	31												

October '15							November '15							December '15						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3		1	2	3	4	5	6	7							
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		

January '16							February '16							March '16						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2			1	2	3	4	5			1	2	3	4	5
3	4	5	6	7	8	9	7	8	9	10	11	12	13	6	7	8	9	10	11	12
10	11	12	13	14	15	16	14	15	16	17	18	19	20	13	14	15	16	17	18	19
17	18	19	20	21	22	23	21	22	23	24	25	26	27	20	21	22	23	24	25	26
24	25	26	27	28	29	30	28	29						27	28	29	30	31		

April '16							May '16							June '16						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2			1	2	3	4	5							
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30		

Date	Description
7/13/15	Regular Meeting*
8/3/15	Regular Meeting
9/8/15	Regular Meeting
10/5/15	Regular Meeting
11/2/15	Regular Meeting
12/7/15	Regular Meeting
1/4/16	Regular Meeting
2/1/16	Regular Meeting
3/7/16	Regular Meeting
4/4/16	Regular Meeting
5/2/16	Regular Meeting
6/6/16	Regular Meeting

Date	Description
1/1/16	New Year's Holiday
1/18/16	ML King Day
3/25/16	Easter Holiday
5/30/16	Memorial Day
7/3/15	July 4th Holiday
9/7/15	Labor Day
11/11/15	Veterans Day
11/26/15	Thanksgiving Day
11/27/15	Thanksgiving Holiday
12/23/15	Christmas Holiday
12/24/15	Christmas Holiday
12/25/15	Christmas Holiday

Small Town Main Street
Meets 1st Monday
of Month

2/5/16 Budget Work Session

Date	Description
7/10/14	Plan Board Meeting
8/13/15	Plan Board Meeting
9/10/15	Plan Board Meeting
10/8/15	Plan Board Meeting
11/12/15	Plan Board Meeting
12/10/15	Plan Board Meeting
1/14/16	Plan Board Meeting
2/11/16	Plan Board Meeting
3/10/16	Plan Board Meeting
4/14/16	Plan Board Meeting
5/12/16	Plan Board Meeting
6/9/16	Plan Board Meeting

Town of Marshville

AMENDMENT

#2015 - 08

2014 - 2015 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2014 - 2015 Budget Ordinance be amended as follows:

Section 1. General Fund

Increase	10-3990-0100	Encumbered Fund Balance Reserve - Powell Bill	\$1,150.00
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Total Increase			<u>\$1,150.00</u>
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Increase	10-5700	Powell Bill	\$1,150.00
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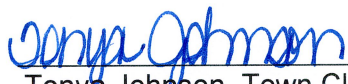
Total Increase			<u>\$1,150.00</u>
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Adopted this 29 day of June, 2015.



Franklin D. Deese, Mayor

ATTEST:



Tonya Johnson, Town Clerk



This Budget Amendment provides for: Additional appropriation for expenses incurred for FY2014-15 for which Powell Bill funds can be expended.