

**Town of Marshville  
Town Council Meeting  
Monday, July 16, 2012, 7:00 PM  
Marshville Town Hall – 201 W. Main St.**

**Council Members Present:** Mayor Frank Deese, Mayor Pro-Tem Matthew Jefferson, Council Members Norma Carpenter, Dora Bridget, Margaret Bivens, and Gary Huntley

**Staff Present:** Town Manager, Amanda Reid; Clerk/Finance, Officer Tonya Johnson; Town Attorney, Bobby Griffin; Chief of Police, Carl Webber; Director of Public Works, Bivens Steele

**Call to Order/Invocation/Pledge of Allegiance**

The meeting was called to order at 7:00 pm by Mayor Deese. The invocation was offered by Council Member Huntley. The Pledge of Allegiance was offered by all in attendance.

**Public Comments**

Ms. Mary Funderburk, 802 Crestway Court, Marshville, addressed the council regarding her utility bills. Ms. Funderburk stated she has been monitoring her own water usage and bills. She expressed to council that she doesn't feel her meter is being read. Ms. Funderburk explained that her meter is overgrown with weeds and produced pictures to show council. Mayor Deese commented that staff would look into Ms. Funderburk's claim.

**Adoption of Agenda**

The Town Manager requested to add to the agenda setting the date for three Public Hearings for text amendments to the Land Use Ordinance. The Town Manager suggested the Public Hearings be set for Monday, August 6, 2012 preceding the regular council meeting. The proposed text amendments are: RZA12-01, to various sections of ArticleXVII "Signs" of the Land Use Ordinance; RZA12-02, to Section 184 of the Land Use Ordinance to establish setback requirements in certain B1 zoned property; and RZA12-03, to Section 32 of the Land Use Ordinance to correct the number of persons eligible to vote on the Board of Adjustment. A motion to add the request for Public Hearings to the agenda was made by Council Member Bivens. The motion was seconded by Council Member Carpenter and passed by unanimous vote. A motion to adopt the agenda with the addition of the Public Hearings was made by Council Member Bridget. The motion was seconded by Council Member Huntley and passed by unanimous vote.

**Set Public Hearings for August 6, 2012**

The Town Manager referenced a handout on three proposed text amendments to the Land Use Ordinance. The proposed text amendments are: RZA12-01, to various sections of ArticleXVII "Signs" of the Land Use Ordinance; RZA12-02, to Section 184 of the Land Use Ordinance to establish setback requirements in certain B1 zoned property; and RZA12-03, to Section 32 of the Land Use Ordinance to correct the number of persons eligible to vote on the Board of Adjustment. A motion to set Public Hearings for August 6, 2012 at 7:00 pm to solicit public input regarding text amendments to the Land Use Ordinance was made by Council Member Bivens. The motion was seconded by Council Member Carpenter and passed by unanimous vote.

### **Approval of Minutes: July 2, 2012**

A motion to approve the minutes from the July 2<sup>nd</sup> Town Council meeting was made by Council Member Bivens. The motion was seconded by Council Member Huntley and passed by unanimous vote.

### **Discussion and possible action regarding a Resolution to enter into a Lease Agreement for the property located at 201 N. Elm St., Marshville with the Marshville Museum and Cultural Center**

The Town Manager referenced a memo to the Mayor and Town Council regarding a lease agreement between the Town of Marshville and the Marshville Museum and Cultural Center. The Town Manager stated that the document has been reviewed by the Town Attorney who found it to be satisfactory. The Town Manager explained the lease agreement has been amended to reflect the terms and lease payment amount discussed by the council at previous meetings. A motion to adopt the resolution, to authorize the Mayor to sign the resolution and to execute said lease agreement was made by Council Member Bivens. The motion was seconded by Council Member Carpenter and passed by unanimous vote.

### **Discussion and possible action regarding a Resolution to enter into a Lease Agreement for the property located at 107 North Elm St., Marshville with Mr. Chris Melton**

The Town Manager stated that the Town Council has approved the lease of this property to Mr. Chris Melton for the operation of his business, PC Tech of Marshville, for the past 2 years. Mr. Melton and his wife have expressed their desire to continue the lease of the property for a third term. The Town Attorney has reviewed the document and found it to be satisfactory. No substantial changes have been made regarding the terms and lease payment amounts from previous lease agreements. A motion to adopt the resolution, to authorize the Mayor to sign said resolution, and to authorize execution of the lease agreement was made by Council Member Bridget. The motion was seconded by Council Member Bivens and passed by unanimous vote.

### **Town Manager's Report – Ms. Amanda Reid**

*Small Town Main Street* - The Town Manager informed council of a recent conversation with Sherry Adams, with Small Town Main Street and reported that notification should be received next week regarding Small Town Main Street designation.

*NCLM Legislative Update Webinar* - The Town Manager informed council members of a webinar on legislative updates that will be on Thursday, July 19 beginning at 3:00 pm hosted by the North Carolina League of Municipalities. She invited interested members to join her for the webinar.

*CONNECT Our Future* - The Town Manager reminded council members of the CONNECT launch event scheduled for July 26 in Charlotte.

*Utility Billing* – The Town Manager informed the council that staff is working with Mrs. Melton on revising forms and updating utility policies and procedures.

*Blackboard Connect* – The Town Manager addressed the water main break over the weekend and stated she would like to address how better to contact customers in the future. The Town Manager distributed a proposal from Blackboard Connect, a product for mass communication needs that would help manage communication strategies.



## Comments

Council Member Carpenter commended the Public Works Department for handling the water main break.

Mayor Pro-Tem Jefferson informed council that the Police Department Memorial marker has been set and there are plans for hardscaping and landscaping very soon. Mayor Pro-Tem Jefferson expressed his desire for a permanent site for a Farmer's Market in Marshville. He suggested the old Stegall Milling building may be a suitable site for a Farmers' Market. Mayor Pro-Tem Jefferson commented that street lamps downtown had been painted. He conveyed that the goal of the Small Town Main Street Committee is to beautify Marshville's downtown. Mayor Pro-Tem Jefferson also stated he would like to utilize planters downtown. Business owners expressed concern over watering the planters and Mayor Pro-Tem Jefferson mentioned the possibility of purchasing a machine that would hold enough water to water all the planters around town. Mayor Pro-Tem Jefferson also commented that he believes the "Yard of the Month" program should be continuing. The Town Manager commented that the Rotary Club is looking at implementing a "Yard of the Month" designation.

Council Member Huntley complimented the department heads on their hard work. He requested the Robinson family, killed in a recent car fatality, be remembered during this tragedy.

Council Member Bridget welcomed Ms. Reid.

Council Member Bivens commented on the water main break that occurred over the weekend.

Town Clerk/Finance Officer Johnson provided council with an update from Debt Setoff, reporting \$3,554.33 in collections of delinquent utility accounts. Clerk/Finance Officer Johnson commended the Town Manager for her diligence and prompt action in dealing with the short staff situation. She provided council with an update on Utility Billing Clerk Debra Leigh's recovery from a recent heart attack.

Town Attorney Griffin encouraged council members to attend the webinar on Thursday, July 19. He reminded council that if a quorum is expected a special meeting may need to be called.

## Adjourn

Mayor Deese adjourned the meeting of the Marshville Town Council at 7:45 pm.

These minutes approved this 6<sup>th</sup> day of August, 2012.

By: \_\_\_\_\_

Frank Deese  
Mayor

Attest: \_\_\_\_\_

Tonya D. Johnson  
Town Clerk