

**Town of Marshville
Town Council Meeting
Monday, March 4, 2013, 7:00 PM
Marshville Town Hall**

REGULAR MEETING MINUTES

Council Members Present: Mayor Franklin Deese, Mayor Pro-Tempore Matthew Jefferson, Council Members Norma Carpenter, Margaret Bivens, Dora Bridget and Gary Huntley.

Staff Present: Town Manager, Amanda Reid; Town Clerk/Finance Officer, Tonya Johnson; Town Attorney, Bobby Griffin; Planning, Zoning, and Subdivision Administrator, Jana McMakin.

Call to Order/Invocation/Pledge of Allegiance

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

Adoption of Agenda for the Meeting

A motion to adopt the agenda as presented was made by Council Member Bivens. The motion was seconded by Council Member Carpenter and passed unanimously.

Public Comment

Mr. Mark Traywick of 8216 Hwy. 74 East, Marshville, informed Council of a change in the meeting schedule of the Small Town Main Street Committee. Meetings are scheduled for the 3rd Thursday of each month beginning at 6 pm in order to incorporate information from the Town Council and Planning Board meetings. This month's meeting will be at Town Hall others will be held at the library. Mr. Traywick reported the committee is working on a logo and branding and continues to work toward attaining the NC Small Town Main Street designation.

Mr. John Edmondson of 2100 High Ridge Church Road, Marshville, thanked Council for passing the Sunshine Week Open Government Proclamation promoting openness and transparency in government.

Public Hearing to Receive Input on text changes to various sections of Article XVII "Signs" of the Land Use Ordinance

A motion to open the public hearing was made by Council Member Bivens. The motion was seconded by Council Member Bridget and passed by unanimous vote. Jana McMakin, Planning, Zoning, and Subdivision Administrator, presented information regarding text amendments to the existing Sign Ordinance and gave a brief history of Article XVII Signs. Ms. McMakin stated the proposed amendments are an improvement to the ordinance however the ordinance will be revisited when the Town Plan is complete and the ordinances reviewed. Ms. McMakin distributed a handout with photographs to display examples of various types of signage and explained that billboard signs will become non-conforming if it remains blank for a continuous period of six months and further explained that a billboard sign is considered blank if it advertises a business, service or activity, or enterprise that is no longer operating, if the advertising message becomes illegible, or if the advertising copy has been removed. Ms. McMakin pointed out that the proposed amendment adds for a "sandwich board" sign. Mr. Mark Traywick, who serves on the Planning Board, commented this sign ordinance is a work in progress and a good start. Mayor Deese asked if there is a provision in the ordinance for electronic/digital billboard signs and whether there was any discussion of this by the Planning Board. Ms. McMakin stated there is no provision for those type signs in this ordinance nor has there been, and that the Planning Board is not in favor of LED signs or billboards. The Town Manager commented on a possible safety issue because those types of signs may be distracting. She

added that this ordinance will apply in the interim and will continue to be reviewed, addressed and updated as the new Land Use Plan is developed. Ms Mayor Pro-Tempore Jefferson commented he's not offended by lighted signs and is not in favor of outlawing those types of signs in Marshville. He also pointed out the proposed amendments to the sign ordinance do not address neon signs or service contractor signs. Ms. McMakin commented this could be handled as a text amendment to the sign ordinance when/if the need arises. The Town Manager commented that with the establishment of new zoning districts in the Land Use Plan will allow provisions to ensure appropriate signage is allowed in appropriate locations. Mayor Deese favored supporting this ordinance revision and commented that updates can continue to be made regarding LED, neon, and service contractor signage. He stated that any requests for items to be addressed be given to Ms. McMakin. Council Member Carpenter commented that the Planning Board has worked hard on revisions to the sign ordinance. A motion to close the public hearing was made by Council Member Carpenter. The motion was seconded by Council Member Bivens and passed unanimously. A motion to accept the text changes to various sections of Article XVII "Signs" of the Land Use Ordinance was made by Mayor Pro-Tempore Jefferson. The motion was seconded by Council Member Huntley and passed unanimously.

Consent Agenda

- Budget Report for January 2013
- February 4, 2013 Town Council Minutes
- Sunshine Week Proclamation
- Resolution in Support of the Monroe Connector-Bypass & Request to Expedite Project Construction

A motion to adopt the consent agenda and approve the items thereon was made by Council Member Bivens. The motion was seconded by Council Member Huntley and passed unanimously.

Discussion and possible action on Non-Profit Funding Policy and procedures

The Town Manager stated there are certain requirements per N.C. General Statutes for organizations that request funding and reviewed a proposed Non-Profit Funding Policy for the Town. The Town Manager stressed the need to be careful regarding non-profit funding requests and to ensure the public purpose for any request can be clearly identified. Council Member Bridget commented that the Town stopped making donations to non-profits several years ago. Mayor Deese commented the Marshville Museum is a non-profit organization and a donation was made this fiscal year. The Town Manager explained this policy will help to determine public purpose, establish criteria to determine if a funding request is appropriate, and establish a level of consistency for everyone. Mayor Deese clarified that the policy would require an organization to complete an application requesting funding and then funding would be determined on a case by case basis. There would be no guarantee of funding. A motion to accept and implement the Non-Profit Funding Policy and Procedures presented by the Town Manager was made by Council Member Bridget. The motion was seconded by Council Member Bivens and passed unanimously.

Discussion and possible action on Conducting Criminal Background Investigations in Recruitment & Selection Process policy and procedure

Mayor Deese informed Council this initiative began with an attorney in Durham and asked that the Town of Marshville remove from its job application the question "Have you ever been arrested or convicted of any criminal offense other than minor traffic violation?" Mayor Deese explained that doing so will not change the job selection process but would allow anyone with a criminal past to be compared to other candidates solely on the basis on skills, experience and education and not automatically disqualified because of a criminal past. Background information of this type would be requested in an interview. The Town would also still complete background investigations and require drug testing. A motion to direct the Town Manager to amend the application immediately by removing the question pertaining to arrests or convictions and to bring back to Council an administrative policy on conducting background checks in recruitment and selection per the Town of Marshville hiring

policy was made by Council Member Bridget. The motion was seconded by Council Member Bivens. The vote was 4 to 1, Mayor Pro-Tempore Jefferson opposed.

Discussion and possible action on location of a Senior Community Service Employment Program in Marshville

The Town Manager reported meeting with Mr. Juan Echeverria, Senior Employment Director for Charlotte Mecklenburg Senior Centers (CMSC), to discuss the possibility of the Town of Marshville assisting in the establishment of a program addressing workforce training and employment needs of senior citizens of the community and surrounding area. The program needs one office with telephone and internet. No additional services or funding would need to be allocated since space is available at the Community Center and telephone and internet are already provided. Mayor Pro-Tempore Jefferson expressed concerns about security, other activities at the Community Center, and the effect of setting up office space at the Community Center. The Town Manager stated the Town will only be providing a small space for a point of contact and other areas of the Community Center are capable of being secured. Reservations for the use of Community Center can be worked around should the need arise. The Town Manager stated this program will serve the citizens and also provide utilization of the Community Center. A motion to authorize the Town Manager to execute an agreement to establish a Senior Community Service Employment Program in Marshville was made by Council Member Bivens. The motion was seconded by Council Member Huntley and passed unanimously.

Discussion regarding FY 2013-2014 Budget Preparation Calendar

The Town Manager provided a Budget Preparation Calendar outlining the proposed budget process, timeline for the budget process, and highlighted possible work sessions.

Town Manager's Report

Small Town Main Street Committee - The Town Manager stated she had attended the last Small Town Main Street Committee meeting and that the committee had discussed some good ideas for the downtown area. However, some of the ideas discussed would violate the Town's Code of Ordinances. She stated that there is a need for education on the process to amend an ordinance. The Town Manager also addressed the need for collaboration with committees and community members to ensure appropriate changes and to avoid any violations.

Town Hall Staffing - The Town Manager reported that Alicia Melton, Utility Account Analyst, gave birth to a baby girl on February 27, 2013. Temporary assistance has been contracted and scheduled to assist Town Hall staff with administrative duties and utility billing while Ms. Melton is on maternity leave. The possibility of establishing a day to close Town Hall to work on record keeping and file maintenance was mentioned.

Budget - The FY 2013-2014 Budget Retreat is scheduled for Monday, March 11, 2013 beginning at 9 am at the Anson County Airport located in Wadesboro. Budget work is underway with plans to review contracts and establish comprehensive fee schedules for services.

OSHA - The Town Manager reported she met with OSHA and they were pleased with the quick responses and remedies completed by the Town staff.

Rocky River RPO & State Ethics Requirements - The Town Manager reminded Mayor Pro-Tem Jefferson and Council Member Carpenter that Rocky River RPO representatives now fall under the State Ethics Act and they will be required to complete ethics training and statements of economic interest.

Automated Meter Reading Project - The Town Manager informed Council that the Rural Center grant application for automated meter reading was not funded. She is continuing to work with Ms. Beck on funding options and plans are to resubmit the application in April if possible.

Storm Water – The Town Manager reported storm water runoff concerns at the Marshville Park. Staff is currently working on solutions.

Upcoming Events – A pre-application workshop for applicants to the NC Small Town Main Street Program is scheduled for Tuesday, April 16, 2013 in Saluda, NC. Attendance is mandatory for applicants. Also, Town Hall Day is scheduled for March 27, 2013 in Raleigh, NC. The Town Manager asked that anyone wishing to register to attend let her know no later than March 15, 2013.

Mayor and Town Council Member Comments

Council Member Carpenter expressed appreciation for the Town Hall staff and employees.

Adjourn

A motion to adjourn was made by Council Member Bivens. The motion was seconded by Council Member Carpenter and passed unanimously. There being no further comments the meeting adjourned at 8:54 pm.

These minutes approved this the 18th day of March, 2013.

By: _____

Franklin Deese
Mayor

Attest: _____

Tonya D. Johnson
Town Clerk

TOWN OF MARSHVILLE						
Budget vs Actual						
Ending Date: 01/31/2013						
Description	Budget	MTD	YTD	Variance	Percent	
Revenues						
Total Revenues for Fund 10	1,559,599.20	186,185.53	1,066,565.33	(493,033.87)	68%	
Expenditures						
4100 ELECTED	98,511.13	7,965.42	56,499.64	42,011.49	57%	
4200 ADMINIST	109,020.58	8,373.28	59,994.47	49,026.11	55%	
4210 ANNEXATI	500.00	0.00	0.00	500.00		
4220 TOWN	109,227.59	7,584.09	51,108.70	58,118.89	46%	
4300 ELECTION	2,500.00	0.00	378.50	2,121.50	15%	
4600 TAX	2,100.00	20.61	1,001.60	1,098.40	47%	
4700 LEGAL	8,000.00	600.00	4,200.00	3,800.00	52%	
5000 PUBLIC	116,316.23	7,510.01	32,007.33	84,308.90	27%	
5100 POLICE	641,401.83	44,674.22	411,461.65	229,940.18	64%	
5300 FIRE	15,000.00	0.00	673.97	14,326.03	4%	
5310 SAFETY	0.00	0.00	0.00	0.00		
5600 STREETS	106,444.73	9,131.27	62,148.66	44,296.07	58%	
5700 POWELL	84,500.00	1,818.65	39,772.38	44,727.62	47%	
5800 SANITATIO	155,570.88	11,981.61	78,094.87	77,476.01	50%	
6200 PARK	86,822.90	4,745.59	45,307.62	41,515.28	52%	
6300 COMMUNI	8,250.00	515.48	3,483.79	4,766.21	42%	
6400 CEMETER	7,100.00	0.00	2,895.57	4,204.43	40%	
6600 CONTINGE	8,333.33	0.00	0.00	8,333.33		
7000 TRANSFER	0.00	0.00	0.00	0.00		
9800	0.00	0.00	0.00	0.00		
9840	0.00	0.00	0.00	0.00		
Total Expenses for Fund 10	1,559,599.20	104,920.23	849,028.75	710,570.45	54%	
Revenues Over/(Under) Expenses:		81,265.30	217,536.58			
Description	Budget	MTD	YTD	Variance	Percent	
Revenues						
Total Revenues for Fund 30	1,012,200.00	90,416.70	611,482.38	(400,717.62)	60%	
Expenditures						
5310 SAFETY	0.00	0.00	0.00	0.00		
6601 CONTINGE	0.00	0.00	0.00	0.00		
7000 TRANSFER	0.00	0.00	0.00	0.00		
8280 WATER	522,294.34	38,083.03	341,673.18	180,621.16	65%	
8290 SEWER	464,380.74	39,815.10	219,858.09	244,522.65	47%	
Total Expenses for Fund 30	986,675.08	77,898.13	561,531.27	425,143.81	56%	
Revenues Over/(Under) Expenses:		12,518.57	49,951.11			

**TOWN OF MARSHVILLE
SUNSHINE WEEK
OPEN GOVERNMENT PROCLAMATION**

WHEREAS, Sunshine Week is a national initiative to promote the importance of open government and freedom of information; and

WHEREAS, North Carolina has two Sunshine Laws to promote transparency in government: the Open Meetings Law and the Public Records Law; and

WHEREAS, every citizen in our participatory democracy has an inherent right of access to government meetings and public records; and

WHEREAS, an open and accessible government is vital to establishing and maintaining the people's trust and confidence in their government and in the government's ability to effectively serve its citizens; and

WHEREAS, the protection of every person's right of access to public records and government meetings is a high priority of the Town Council of the Town of Marshville; and

WHEREAS, the Town Council of the Town of Marshville is committed to openness and transparency in all aspects of its operations and seeks to set a standard in this regard; and

WHEREAS, the Town Council of the Town of Marshville commits during this Sunshine Week, March 10-16, and throughout the year 2013 to work diligently to enhance the public's access to government records and information and to ensure that all meetings are fully noticed and open to the public.

NOW, THEREFORE, I Franklin D. Deese, Mayor and on behalf of the members of the Marshville Town Council do hereby proclaim March 10-16, 2013 as Sunshine Week and encourage all of our staff and officials to follow the letter and the spirit of the Sunshine Laws as we carry out our daily duties.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 4th day of March, 2013.

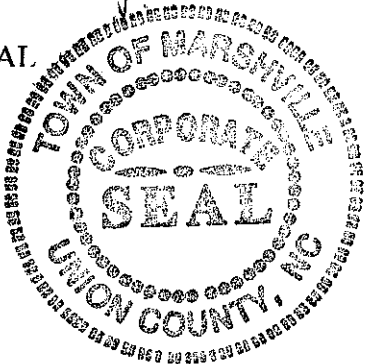
Signed: _____

Franklin D. Deese, Mayor

Attest: _____

Tonya Johnson, Town Clerk

SEAL



**RESOLUTION OF THE MARSHVILLE TOWN COUNCIL
IN SUPPORT OF THE MONROE CONNECTOR-BYPASS &
REQUEST TO EXPEDITE PROJECT CONSTRUCTION**

WHEREAS, Union County's population is expected to grow to 225,878 in 2016 – an increase of 24,000 residents over 2010; and

WHEREAS, Union County is one of fastest-growing areas in North Carolina and the country; and

WHEREAS, 50.2 percent of Union County commuters work inside the county while 49.8 percent of Union County commuters work outside of the county; and

WHEREAS, it takes Union County commuters an average of 29 minutes to get to work; and

WHEREAS, it takes one out of five Union County commuters more than 45 minutes to travel to work; and

WHEREAS, Union County is not served by a limited-access highway; and

WHEREAS, improving Union County's transportation infrastructure promotes employment opportunities; and

WHEREAS, According to the Bureau of Labor Statistics, North Carolina's unemployment rate was 9.2 percent in December 2012; and

WHEREAS, Union County's unemployment rate stood at 8.1 percent in December 2012; and

WHEREAS, with the value of residential property at 85 percent of the property tax base, Union County has a limited tax base, making the county highly dependent on property tax collections; and

WHEREAS, a 2010 Union County Chamber of Commerce study found expanding the county's commercial tax base from 15 percent to up to 30-40 percent by 2014 could reduce the need for personal property tax increases and/or reductions in county quality of life; and

WHEREAS, the Union County Chamber of Commerce has identified six major industries for location, growth, and expansion in Union County. The six industries consist of four in the manufacturing sector (Advanced Metals, Aerospace, Medical Products, and Building Products), and two in the retail and business services sectors (Retail E-Commerce and Data Center/Support Services); and

WHEREAS, higher education plays a critical role in promoting economic development; and

WHEREAS, Wingate University, located in Union County, is listed 6th among Best Value colleges and universities in the South based on quality and net cost according to the ranking of the nation's top schools in U.S. News & World Report's 2012 Best Colleges; and

WHEREAS, Wingate University is a fast growing higher education institution – growing 145 percent since 1992; and serves 2,700 students; and has a goal of growing its student population to 3,500 over the next few years; and

WHEREAS, Wingate University is conducting a \$75 million campaign to support scholarships, programs and new buildings; and

WHEREAS, providing a limited access highway would reduce commuter travel time to the University and encourage student population growth;

WHEREAS, having appropriate transportation infrastructure is important to promoting the health and well-being of Union County residents; and

WHEREAS, Union EMS treated and transported 12,345 patients in 2010-11; and

WHEREAS, the average emergency response time increased Union County between 2009-10 and 2010-11, going from 8.65 minutes to 9.08 minutes; and

WHEREAS, according to the American Heart Association, brain death and permanent death start to occur in 4–6 minutes after someone experiences cardiac arrest; and

WHEREAS, studies showing that a victim's chances of survival are reduced by 7–10 percent with every minute that passes without defibrillation and advanced life support intervention. Few attempts at resuscitation succeed after 10 minutes; and

WHEREAS, according to Union EMS, crowded highways are a significant reason for the increase in response times; and

WHEREAS, 60 percent of Union EMS transports went to CMC Union while 40 percent went out of county in 2010-11; and

WHEREAS, addressing transportation congestion would promote Union County's quality of life; and

WHEREAS, U.S. Highway 74 congestion has proved to be a long-term and growing issue; and

WHEREAS, the Port of Wilmington is one of the few South Atlantic ports with readily available berths and storage areas for containers and cargo; and

WHEREAS, U.S. 74 is the main route between Charlotte and Wilmington and many large commercial trucks use U.S. 74 through Union County to travel to and from the Port of Wilmington; and

WHEREAS, heavy usage by commercial vehicles causes damage to roadways; and

WHEREAS, area visitors use U.S. 74 as a route to the coast; and

WHEREAS, out-of-town commuters use the highway to travel across the county; and

WHEREAS, for the economic health of this community, we need a solution to congestion; and

WHEREAS, the Monroe Connector-Bypass project has been years in the planning stages; and

WHEREAS, many due to delays in the project, many Union County residents are not able to sell or renovate their homes, properties or businesses; and

WHEREAS, the Monroe Connector-Bypass project, a 19.7-mile long new location roadway from U.S. 74 at I-485 in eastern Mecklenburg County to U.S. 74 between the towns of Wingate and Marshville in Union County, has been proposed; and

WHEREAS, the Monroe Connector-Bypass will improve mobility and capacity within the area by providing a facility for the U.S. 74 corridor that allows for high-speed regional travel consistent with the designations of the North Carolina Strategic Highway Corridor program and the North Carolina Intrastate System, while maintaining access to properties along existing U.S. 74; and

WHEREAS, the Monroe Connector-Bypass would provide commuters with another transportation choice that could save them 20 to 50 minutes of drive time; and

WHEREAS, according to a study by Texas A&M University, traffic congestion puts 56 billion pounds of additional carbon dioxide – about 380 pounds per auto commuter – into the air; and

WHEREAS, building the Monroe Connector-Bypass would free up the traffic congestion for local residents to shop, entertain, etc; and

WHEREAS, the Monroe Connector-Bypass would also support and promote already-existing local businesses along U.S. 74; and

WHEREAS, the Monroe Connector-Bypass project will create hundreds of jobs in our community, establish a limited-access highway in Union County, and improve transportation and the quality of life in Union County; therefore, be it

NOW, THEREFORE, be it resolved by the Town Council of Marshville, North Carolina that the community supports the Monroe Connector-Bypass for Union County and encourages state and federal officials to move quickly to begin the construction of the bypass.

Approved and adopted by the Marshville Town Council this the 4th day of March, 2013.

By: Franklin Deese
Franklin Deese, Mayor

Attest: Tonya Johnson
Tonya Johnson, Town Clerk

Approved as to form:

Bobby H. Griffin
Bobby H. Griffin, Town Attorney



TOWN OF MARSHVILLE

est. 1877

201 West Main Street • Marshville, NC 28103
Town Hall - 704.624.2515 • Fax - 704.624.0175

NON-PROFIT FUNDING POLICY

Principles:

- Funds shall only be appropriated to organizations that can document compliance with all applicable federal and state regulations related to tax-exempt status.
- Organizations requesting funding should be able to document that they provide on-going services to the community, are governed by a volunteer board of directors that serves without compensation, and that their financial management is subject to an independent audit/review at the completion of the year for which the funds are requested.
- Funds shall only be appropriated for public purposes.
- Requests for funding will only be accepted during the Town's annual budget preparation process. A specific timetable for the process will be developed and disseminated each year.
- Requests for funding for direct "safety net" human services to low income Marshville residents shall be given the highest priority for funding.
- Requests for services that duplicate services that are already available to the public through other means will be given the lowest funding priority.

Criteria:

- Funded services must be equally available to all eligible residents of the Town.
- Each non-profit organization may develop its own service eligibility criteria, but such criteria may not include any form of discrimination. If the agency charges fees for services to be provided with Town funding, those fees must be applied on a sliding fee basis that allows all to participate irrespective of their ability to pay full costs.
- The applicant organization should clearly demonstrate its ability (i.e., that it has appropriate staffing, financial resources, equipment, etc.) to provide the proposed services.
- Proposals shall clearly identify the relationship between the funding request and the provision of a given service or services.
- Proposals shall clearly document the need for the proposed services.
- Proposals shall identify the number of Marshville residents that are expected to receive direct services during the fiscal year as a result of Town funding.
- Renewal requests shall indicate the actual number of Marshville residents served during the funded period.
- Proposals that request funding for services that are already available in the Town must clearly demonstrate that they will address an unmet service demand, or that they will deliver comparable services at a significantly lower unit cost than the currently available services.

- Each organization that receives funding shall present a written report to the Town on or about November 15th and April 15th of each year that documents its success in providing the funded services during that time period.

Process:

- Completed application packets that are submitted to the Town by the deadline established in the annual timetable. Incomplete applications will not be considered.
- The staff will review applications in accord with the Non-Profit Funding Policy and communicate with applicable Town, County and State agencies to determine appropriateness of funding requests. After reviewing the information available and complete any necessary follow up, staff will report findings and make funding recommendations to the Town Manager.
- The Town Manager will in turn make funding recommendations to the Town Council.

TOWN OF MARSHVILLE

est. 1877

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NON-PROFIT FUNDING REQUEST CHECKLIST

- ☐ Signed Application Form
- ☐ Articles of Incorporation and Corporate Bylaws*
- ☐ Copies of Official Minutes of all Board of Directors Meetings within the 12 months prior to the date of the funding application (All minutes should include a list of the members present.)
- ☐ Copy of IRS tax-exempt status determination letter* (A notarized copy of IRS Form 1023 will be accepted from organizations that have completed the form and submitted it to the IRS but that have not yet received a determination letter.)
- ☐ Copy of most recently filed IRS Form 990
- ☐ Copy of most recent independent audit (Organizations that are not required by law to have an independent audit must clearly state the reason for their exemption from the requirement.)
- ☐ A schedule of planned revenues and expenses (for entire organization) for the current year (FY 2012-2013) and the proposed year (FY 2013-2014), specifically identifying all sources of revenue for both periods

*If you filed these forms with a previous funding application to the Town, they do not need to be submitted again if they have not changed since that filing.

TOWN OF MARSHVILLE

est. 1877

Att. 2558d3

201 West Main Street • Marshville, NC 28103
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NON-PROFIT FUNDING REQUEST FORM

☐ New Application ☐ Renewal Application

Date of Application: ____/____/____

Contact Information

Organization Name: _____

Phone: _____ Fax: _____ Email: _____

Mailing Address: _____
Street Address Town State Zip Code

CEO Name: _____ CEO Title: _____

Phone: _____ Fax: _____ Email: _____

Mailing Address: _____
Street Address Town State Zip Code

Board of Directors Chairman's Name: _____

Phone: _____ Fax: _____ Email: _____

Mailing Address: _____
Street Address Town State Zip Code

Requested Amount Of Funding: _____

This Program serves: ☐ Low income persons ☐ Moderate income persons
Approximate % of Total _____ Approximate % of Total _____

Brief (100 words or less) narrative description of services to be provided with town funds:

Why do residents of Marshville need the proposed services? (new or changed programs only)

How will the services be provided? (new or changed programs only)

Are similar services available in Marshville from other providers? ☐ Yes ☐ No
If so, who currently provides the service? (new or changed programs only)

If so, what is the added value to the town of your services? (new or changed programs only)

If so, how will you coordinate services with other providers to ensure that individuals will not receive the same service from more than one provider? (new or changed programs only)

How will you ensure that the services are equally available to all eligible residents of Marshville?

CEO:

Signature: _____

Print: _____

Date: _____

Board Chairman:

Signature: _____

Print: _____

Date: _____

**STATE OF NORTH CAROLINA
UNION COUNTY**

**STANDARD ASSURANCES BY TOWN ASSISTED
AGENCIES AND/OR ORGANIZATIONS**

I. PURPOSE

- A. For each fiscal year, any "non-departmental" (non-direct or "outside") agency or organization requesting Town assistance funds must submit an original signed copy of this document with their budget package request.
- B. These assurances shall act to hold the Town of Marshville harmless from any liability that the agency or organization may incur.

II. ASSURANCES AFFIDAVIT

The authorized official of the agency or organization given below assures the Town of Marshville that:

- A. The agency/organization is a legal entity under Federal and State laws and is authorized to provide services being proposed for financial assistance from the Town.
- B. The agency/organization has the legal authority and the institutional, managerial, and financial capacity to insure the proper planning, management and completion of the project(s) proposed for Town financial assistance.
- C. The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain.
- D. The agency/organization will comply with all Federal and State laws and regulations related to illegal discrimination.
- E. The agency/organization will comply with Federal and State laws and regulations related to Workplace Drug Abuse and Treatment, workplace health and safety, workers compensation, and other applicable workplace requirements.
- F. The agency/organization will comply with Federal and State laws and regulations related to the Fair Labor Standards Act, Hatch Act, taxes and other personnel requirements.
- G. The agency/organization will comply with applicable program/project services standards, contracts and regulations for any program/project services assisted by the Town.
- H. The agency/organization will comply with Federal and State laws and regulations related to financial and compliance audits and will submit a copy of each audit report to the Town Manager within 60 days after issued.
- I. The agency/organization will hold the Town of Marshville harmless from any claim or liability that may arise or result from the operation of any program/project service(s) assisted by the Town of Marshville.
- J. The agency/organization will submit promptly to the Town Manager any information requested related to any program/project services assisted by the Town.

- K. The agency/organization will comply with any Town ordinance or policy applicable to any program/project service assisted by the Town.
- L. All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization. Any item acquired using Town funds by agency/organization shall become property of that agency/organization (and titled to that agency/organization when applicable). In the event an agency/organization decides to dispose of property acquired with any Town funds, then the Town will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the same purpose as Town funds.
- M. The agency/organization will submit a semiannual report of its uses of Town funding and the tangible benefits of the funded activities to Town residents.
- N. The agency/organization will only use Town funds for the purpose in which the funds were appropriated and approval of the funding requested based. The agency/organization will repay any funds that are in violation of the stated purpose for receiving the appropriation within 60 days of notification.

Certification

The above assurances will be complied with for the financial fiscal year starting on July 1, 2013 and ending June 30, 2014.

Agency/Organization _____

Box/Street/Route _____

Town/State/Zip _____

Federal Tax ID Number _____

By (Signature) _____

Typed Name _____

Title _____

Date Submitted _____



Town of Marshville

201 West Main Street • Marshville, NC 28103

P - 704.624.2515 • F - 704.624.0175

Memorandum

Date: February 20, 2013
To: Mayor Frank Deese, Marshville Town Council
From: Amanda Reid, Town Manager
Re: Possible location of a Title V Senior Community Service Employment Program in Marshville

I have met with Mr. Juan Echeverria, Senior Employment Director for Charlotte Mecklenburg Senior Centers (CMSC), to discuss the possibility of the Town of Marshville assisting him in the establishment of program addressing training and employment needs of senior citizens of the community and surrounding area. The program provides paid training or re-training and work experience within the community for adults age 55 and older. This program is funded by the federal government and is a collaborative effort of several State agencies. The State Plan for this program has set goals for outreach to more rural areas. At this time, the program needs one office five days a week with telephone and internet. CMSC funding provides employment and training. Such office space could be made available at the handicapped accessible Community Center. At this time the space is available and the Town already provides telephone and internet service at the Community Center. No additional services or funding would need to be allocated to meet the needs of the organization.

An agreement would be executed between the Town of Marshville and the Charlotte Mecklenburg Senior Centers, Inc to be a Host Agency for the remainder of the fiscal year and would available to be re-executed each year as federal funding is allocated. Implementation of the program would begin almost immediately.

There are advantages to providing this office space to this organization.

- Our citizens would have direct access to this program. Not only does this provide a convenient location for our citizens to access this program, the Town of Marshville would show its commitment to the needs of our older citizens (approximately 37% of our population).
- The commitment made by the Town would allow the future placement and access of JobLinc, employment services, for all its citizens.
- This willingness to help serve the needs of the older population could attract additional Senior Center services to Marshville and the surrounding area. An example of additional collaborative efforts with the Senior Center could be the use of the exercise room at the Community Center for senior fitness programs.
- If the Town, at some point in the future, desired to place a trainee at the Town, the agreement allows for this contingency. An in-kind cost would be calculated based on the space and amenities the Town provides and would be applied to the cost of the trainee, however, there would be no commitment on the part of Town to participate in the placement activities.

An alternate location has been offered in Monroe for the program. If the program were placed there, it would be difficult for our citizens to access the program. The provision of facilities in Marshville reflects the willingness of such programs to recognize and provide for the needs of the more rural population located in the eastern part of Union County and be supported by the Town of Marshville.

Town of Marshville

Public Comments Sign-Up Sheet

Public Hearing

Date: 3.4.13

Att. 2558f

Please **print** your name and contact information for the record.

PRINT NAME	MAILING ADDRESS	PHYSICAL ADDRESS (if different)	PHONE #	EMAIL ADDRESS
1 Mark Traywick	8216 Hwy 74 E MARSHVILLE		704.675.2544	smalltownmainstreetupdate
2 JOHN BAIRDSON	POB 100 - Wille	2100 High Ridge Ln Rd.	704-624-5068	Sunshine Web
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Att. 2558g

**Town of Marshville
Town Council Meeting
Monday, March 4, 2013, 7:00 PM
Marshville Town Hall**

REGULAR MEETING AGENDA

1. Call to Order/Invocation/Pledge of Allegiance

2. Adoption of Agenda for the Meeting

3. Public Comment

If you are here to speak at a public hearing, please wait until the public hearing has been opened for public comment on that particular item. Before speaking, please state your name and address. Please limit comments to two minutes.

4. Public Hearing to Receive Input on text changes to various sections of Article XVII "Signs" of the Land Use Ordinance

- Motion to Open Public Hearing
- Presentation of Information
- Public Comment
- Town Council Questions and Comments
- Motion to Close Public Hearing
- Town Council Action Regarding Text Changes

5. Consent Agenda

- Budget Report for January 2013
- February 18, 2013 Town Council Minutes
- Sunshine Week Proclamation
- Resolution in Support of the Monroe Connector-Bypass & Request to Expedite Project Construction

6. Discussion and possible action on Non-Profit Funding Policy and procedures

7. Discussion and possible action on Conducting Criminal Background Investigations in Recruitment & Selection Process policy and procedure

8. Discussion and possible action on location of a Title V Senior Community Service Employment Program in Marshville

9. Discussion and regarding FY 2013-2014 Budget Preparation Calendar

10. Town Manager's Report

11. Mayor and Town Council Member Comments

12. Adjourn

** A brief recess may be called every 45-60 minutes, as desired by Council.*