



Town of Marshville
Town Council Special Meeting
February 24, 2024, 8:30 AM
Renaissance South Park Hotel
5501 Carnegie Blvd – Charlotte, NC 28209



In Attendance: Mayor Larry Smith, Mayor Pro-tem Ernestine Staton; Council Members Paulette Blakeney, Monaca Marshall, Stephen Passarelli

Absent: Member Gary Huntley

Staff Attendance: Town Manager Franklin Deese, Town Clerk Ashlie Vincent, Town Finance Officer Richard Dixon, and Deputy Clerk Ann Sutton

Special Meeting Minutes

Call to Order:

Mayor Smith called the meeting to order at 8:30 am.

Budget vs. Actual:

The council members were given an updated budget vs. actual report to review and ask questions. Mr. Dixon and Mrs. Sutton were present to help answer questions. Manager Deese pointed out that the line items for insurance and workman's compensation were budgeted too low due to miscommunication.

Mayor Smith asked about 10-3710-0500 Prior Year Taxes. Manager Deese stated they are budgeted lower because it is difficult to determine how much the town will get from the county.

Mayor Pro-tem Staton asked about 10-5000-1300 Utilities. Mrs. Sutton explained that the budget may not have accounted for all the town properties and was budgeted incorrectly.

Member Passarelli asked about the donation from Food Lion and where the funds were allocated. Manager Deese replied that there was no explanation for the donation after multiple attempts to contact their corporate office. The funds were placed in the General Fund.

Member Passarelli asked how the community events were funded. Manager Deese stated that the funds come out of the community development department. Mrs. Medlin gives an approximate budget of what she thinks will be needed for the events. Any donations that are accepted go into the General Fund under Miscellaneous Revenue.

Presentation from Richard Flowe: MDO and Duties of Planning Board:

Manager Deese introduced Richard Flowe from N-Focus to the council. Mr. Flowe gave a brief background on the history of the legislative 160D changes and how they affected the MDO. His presentation included understanding the role and duties of the Planning Board and Board of Adjustment.

There was a brief discussion about the Technical Review Committee and the Planning Board's part in the process. Mr. Flowe stated the Technical Review Committee consists of those needed on a project-by-project basis for technical analysis. The Technical Review Committee will send the project plan to the Planning Board for revision and input.

The council requested Mr. Flowe speak to the Planning Board at one of their scheduled meetings. Mr. Flowe said he would coordinate a time with the Town Manager to speak at a meeting.

Vision Facilitators Carol Kline and Jesa V. – Visionary Workshop:

Manager Deese introduced the vision facilitators, Carol Kline and Jesa V., to the council. The facilitators reviewed the previous visionary summary with the council members to see what goals were accomplished, in progress or failed to accomplish.

- **2023-2024 Goals:**

The community center is being used more than before, but the council would like more variety in the hosted events. Some suggestions from the council included community services, senior citizen classes, bingo, and other informative classes.

No progress had been made on the farmer's market, but the council expressed interest in continuing their efforts to start the market. Concerns about setup, cleanup, and who would facilitate the market were brought up.

The council acknowledged that they had not engaged well with the downtown stakeholders and agreed that these discussions were necessary to ensure good communication between the town and businesses.

Town Manager Deese said he is working with Duke Energy and waiting for their proposal for new street lights. The council also expressed interest in more decorative lights.

No progress had been made on initiating town cleanup, but the council expressed interest in pursuing the project. They had commended Public Works for their efforts in cleaning up areas around town.

- **2024-2026 Goals:**

1. Continue defining, planning, and implementing inside programs for the Community Center. (Priority of council)
2. Define locations and artists for community murals. (Priority of council)
3. Define, plan, and implement music in downtown Marshville and the park. (Some degree of success.)
4. Conduct a walkability study using the existing pedestrian study as a starting point. (Priority of council)
5. Install sidewalks and lighting according to the needs identified in the walkability study. (Priority of council)
6. Clear the land near the lake. Create parking and trails. (In Progress)
7. Achieve sewer and water stability that will support town growth. (In Progress)

Town Manager Topics:

Town Properties:

Manager Deese presented the council members with a list of the town's properties. The council had a brief discussion about the different properties and their purposes.

Pavement Condition Survey:

Manager Deese presented the council with the Pavement Condition survey and spreadsheet of town streets from the survey. The council briefly discussed where to begin allocating money for repairs for the worst-conditioned streets and maintaining other streets. The council asked Manager Deese to clarify if the costs in the survey included any engineering plans if needed. Manager Deese said he would contact the firm and get an answer so he could report back.

Sewer Capital Improvement Plan:

Manager Deese presented the council with the 2022 sewer capital improvement plan. The council briefly discussed some of the completed tasks and future tasks. Manager Deese pointed out some of the repairs could be taken care of during the sewer turnaround project, allowing the town to be strategic with ARPA funds.

Code Enforcer/Land Use Admin:

Manager Deese told the council that a posting would be made for the code enforcer position. He has heard from two citizens expressing interest in the position. The code enforcer will work with someone from N-Focus if they need assistance until they can become proficient on their own. Manager Deese mentioned the possibility of Matt Tarlton taking on the role of code enforcer, but he would have to be out at least thirty days before he came back to work for the town. There was a brief discussion of the possible need to increase the Land Use Admin's work days in the future.

Meeting Broadcasting:

Manager Deese and Clerk Vincent are meeting with Granicus to discuss their offerings regarding broadcasting and archiving meetings.

Employee Discussion:

Manager Deese presented the council with a chart showcasing the employees' roles. There was a brief discussion concerning employees with multiple roles and whether or not they get compensated. Manager Deese told the council they do not. Matt Tarlton only received a stipend when he took on the role of Public Works Director. Mrs. Medlin does not receive extra pay for the multiple positions she fills.

Recess the Meeting:

Motion: The motion to recess the meeting and reconvene on February 25th at 8:30 am was made by Mayor Pro-tem Staton and seconded by Member Marshall—all ayes.

Reconvene the Meeting:

The meeting reconvened on February 25th at 8:30 am.

Vision Facilitators Carol Kline and Jesa V. – Visionary Workshop:

• 2026-2028 Goals:

The facilitators guided the council in curating a new list of 2026-2028 goals and began brainstorming ideas for implementing them.

- More Community Center activities
- Farmer's Market/Pop-up market
- Downtown lighting and aesthetics.
- Multiprong approach to address litter
- Murals
- Music in Downtown, Lake, and Park
- Walkability study
- Municipal Park Development
- Lake Phased Development
- More surveys/polls to the community on different aspects of the town
- Funding stream/avenues
- Increasing awareness of Town wins/Celebrating milestones
- Developing a resource list of local providers

Once finalized, the facilitators will present their report/summary to the council via Zoom.

Presentation from Kara Anne Millonzi: Understanding System Development Fees:

Manager Deese introduced Kara Millonzi to the council. Mrs. Millonzi's presentation consisted of explaining system development fees, when and how they are collected, and how the funds from the fees can be used.

Town Manager Presentation:

Manager Deese gave a brief presentation on what a 300-home development would bring to Marshville.

Adjournment:

Motion: The motion to adjourn the meeting was made by Mayor Pro-tem Staton and seconded by Member Marshall—all ayes.