



Town of Marshville
Town Council Regular Meeting
February 7, 2022 7 PM
Marshville Town Hall
118 East Union Street - Marshville, NC 28103

Regular Meeting Agenda – Zoom

1. Call to Order/Invocation/Pledge of Allegiance
2. Public Comments – by Email
3. Adoption Regular Meeting Agenda
4. Adoption of Consent Agenda
 - a. Minutes for Approval
 - i. December 6, 2021, Regular Meeting Minutes
 - ii. January 3, 2022, Regular Meeting Minutes
 - iii. January 24, 2022, Work Session
 - b. Approval of Park Master Plan
5. Presentation by Chief Tarlton
6. Discussion/Action on a “jake brake” policy
7. Discussion concerning Parks and Recreation Committee By-laws
8. Planning Board and/or Board of Adjustment Vacancies
9. Closed Session Discussion (No Action) per GS 143-318.11(a)1
 - a. to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
10. Manager’s Comments
 - a. Annual Planned Events
 - b. Budget Calendar
11. Council Comments
12. Mayor’s Comments
13. Adjourn

Planning Board Meeting February 14, 2022 – Council Work Session February 21, 2022

§ 132-1.2. Confidential information.

Nothing in this Chapter shall be construed to require or authorize a public agency or its subdivision to disclose any information that:

- (1) Meets all of the following conditions:
 - a. Constitutes a "trade secret" as defined in G.S. 66-152(3).
 - b. Is the property of a private "person" as defined in G.S. 66-152(2).
 - c. Is disclosed or furnished to the public agency in connection with the owner's performance of a public contract or in connection with a bid, application, proposal, industrial development project, or in compliance with laws, regulations, rules, or ordinances of the United States, the State, or political subdivisions of the State.
 - d. Is designated or indicated as "confidential" or as a "trade secret" at the time of its initial disclosure to the public agency.



**Town of Marshville
Town Council Regular Meeting**

December 6, 2021 7 PM

Marshville Town Hall

118 East Union Street - Marshville, NC 28103

Regular Meeting Minutes - Zoom

In Attendance: Mayor Larry Smith, Mayor Pro-tem Virginia Morgan, Council Members Paulette Blakeney, Re-elected Member Gary Huntley, Margaret Bivens, and Ernestine Staton. Newly Elected Member Monaca Marshall

Staff in Attendance: Town Manager Franklin Deese, Town Clerk Ann Sutton, Administrative Assistant LaKeysha Medlin, Town Attorney Bobby Griffin, and Police Chief Matt Tarlton

Call to Order/Invocation/Pledge of Allegiance: The meeting was called to order by Mayor Larry Smith. Council Member Huntley gave the invocation. All gave the Pledge of Allegiance. 7 pm

No Public Comments

Adoption Regular Meeting Agenda: Mayor Larry Smith added an item concerning the Beaver Lane VFD. It will become 8b on the current agenda. Council Member Staton made a motion to approve the plan with the addition. Council Member Blakeney seconded this. All Ayes

Adoption of Consent Agenda:

- a. August 2, 2021, Regular Meeting Minutes
- b. August 16, 2021, Work Session Minutes
- c. September 20, 2021, Work Session Minutes
- d. September 27, 2021, Special Called Meeting Minutes
- e. October 4, 2021, Regular Meeting Minutes
- f. November 15, 2021, Work Session Minutes

Council Member Staton made a motion to adopt the consent agenda with one change. The change is to correct the name of Jamal Patrick to Jamal Kirkpatrick in the August 2, 2021 Meeting Minutes. This motion was seconded by Council Member Blakeney. All ayes.

A motion was made by Council Member Bivens to move into closed session. Council Member Blakeney seconded this. All ayes. Newly elected Council Member Marshall was invited to stay.

Closed Session Personnel G.S. 143-318.11 (a)(6) 7: 09

G.S. 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. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

Action resulting from closed session 7:15 pm: The Council agreed to the new contract for Manager Franklin Deese. A motion to approve the contract was made by Council Member Staton and seconded by Council Member Bivens. All ayes.

Discussion concerning ARPA Funds: Town Manager Deese explained some of the uses of the ARPA Funds that had been presented to him by the Council. These items were suggested:

- Upgrade Technology - \$30,000
- Upgrade Communications with the Community - \$30,000
- Facade Grants for Businesses - \$40,000
- Low Wealth Communities - \$65,000 (Goodlife Company help for school students)
- Building Upgrades/Upkeep - \$25,000
- Premium Pay - \$51,000 over two years

Town Manager Deese would like approval for the Premium Pay so this pay would be part of the Christmas bonus. Council Member Staton would like a breakdown of the Premium Pay. Town Manager Deese offered the breakdown amount for Premium Pay as follows:

- Employed with the town for 6 months or less - \$500
- Employed with the town for 6 months or more - \$1,000
- Department heads - \$2,500

Council Member Staton made a motion to approve Premium Pay that will be paid from the General Fund. This amount will be replaced by ARPA funds once a budget amendment is approved. The motion was seconded by Council Member Bivens. All ayes.

Discussion/Action concerning CERRI documentation (Resolution/MOU): The Town of Marshville received a grant for evaluation and development ideas for our downtown. The Council was presented a resolution asking CERRI to work with us in the evaluation. In addition, the MOU states what CERRI will do as part of the work with the town. Council Member Bivens made a motion to approve the resolution and the MOU. A second was made by Council Member Huntley. All ayes.

ADDED – Beaver Lane VFD Funding: Mayor Smith spoke with the Beaver Land VFD board in October. Mayor Smith said that we need to be clear about what we expect from each other. We budgeted funds to give the VFD in the 2020-2021 Budget Year. \$35,000 is no longer available. Council can move to provide them with the funding through a budget amendment. Town Manager Deese said that we also have \$17,500 budgeted for the current year. Town

Manager Deese and Council asked to see the budget because we are not paying our people, but we are giving money to the VFD to pay their employees. Council Member Staton said that we need to see the budget and then we can decide what the town wants to do. Mayor Smith reiterated what was needed from Beaver Lane VFD to have consideration for payment of Town of Marshville's budgeted amounts. Town Manager Deese would like a copy of the 2020-2021 and 2021 to 2022 budget, a breakdown of employees and their pay, and if the VFD is receiving ARPA Funds. Council Member Staton would like for them to come to a meeting. She would like to make sure we let them know we are not against them. Council Member Huntley said we have not proof as to how the funds are being spent or if they need it.

Swearing-In Ceremony for newly elected Council Members: Monica Marshall, newly elected Town Council Member; Gary Huntley, renewal as Town Council Member; Larry Smith, renewal as Mayor. All sworn in.

Town Recognized Mayor Pro-tem Morgan's Service to the Community

Delegating Elected Officials Assignments:

Council Member Ernestine Staton was elected the Mayor Pro-tem. Council Member Huntley was nominated but declined. The motion was made by Council Member Huntley and seconded by Council Member Blakeney. All ayes

CRTPO representative will remain Ernestine Staton with Paulette Blakeney as the alternate. COG representative will be Mayor Pro-tem Staton with Mayor Smith as the alternate. A motion was made by Council Member Staton with a second by Council Member Huntley to approve Council Member Staton as the CRTPO and COG representatives. All ayes. A motion was made to make Mayor Smith the alternate to COG and approved by all. Finally, a motion was made to keep Council Member as the CRTPO alternate. All approved this decision.

Council Member Marshall will be the board liaison for the Parks and Recreation Advisory Board. The motion for this was made by Council Member Staton and seconded by Council Member Blakeney. All ayes.

Discussion/Action concerning the December 20th Work Session: A motion was made by Council Member Bivens to cancel the December 20th, 2021 Work Session. Council Member Huntley seconded the motion. All ayes.

Manager's Comments: Town Manager Deese said the town would have a Christmas luncheon on December 22nd. The Town Hall will be closed for the afternoon.

Council Comments:

Council Member Bivens let all know the Marshville Museum had their Christmas luncheon. Council Member Blakeney wished all a happy holiday and was glad to see all. Council Member Huntley asked all to have a nice holiday and stay safe. Council Member Staton welcomed newly elected Council Member Marshall. Council Member Marshall said she was glad to be on the Board.

Mayor Comments: Mayor Smith had no comments and wished all a happy holiday.

Adjourn: A motion was made by Council Member Huntley to adjourn the meeting. Council Member Bivens made a second. All ayes. 8:45 pm

Approved this ____ day of _____, 2022.

Mayor Larry B. Smith

ATTEST

Ann Sutton, Town Clerk



Town of Marshville
Town Council Regular Meeting Minutes
January 3, 2022 7 PM
Marshville Town Hall
118 East Union Street - Marshville, NC 28103

Present: Mayor Larry Smith, Mayor Pro-tem Ernestine Staton, Council Members Monaca Marshall, Margaret Bivens, Paulette Blakeney, and Gary Huntley

Staff Present: Town Manager Franklin Deese, Town Clerk Ann Sutton, Police Chief Matt Tarlton, and Town Attorney Bobby Griffin by Zoom.

Call to Order: by Mayor Larry Smith.

Invocation Given: by Gary Huntley.

Pledge of Allegiance: given by all.

Public Hearing Meeting Minutes – Zoom

Call to Order: The Public Hearing was called to order by Mayor Larry Smith.

Motion to Go Into Public Hearing: Council Member Bivens made a motion to move into the Public Hearing. Council Member Huntley seconded this. All ayes.

Public comments on proposed density changes in the MSP and the R/MST zoning districts:
There were no public comments.

Information from staff: Town Manager Deese told Council the change in the MSP and R/MST districts appeared on the Planning Board's June 14, 2021, agenda and was approved. He reminded all that there was a transition from one Planning Administrator to another during this time. Therefore this item was not brought to Council. The Planning Board approved the new MSP and R/MST density from:

7 units per acre for detached houses to 2 units per acre for detached houses
and

12 units per acre for attached houses to 4 units per acre for attached houses.

Richard Flowe of N-Focus will make the changer to this ordinance for us once it is approved by Council. There is no change in the language for this ordinance. The number of units per acre is the only thing that will change.

Close Public Hearing: A motion was made by Council Member Staton to close the Public Hearing. This was seconded by Council Member Blakeney. All ayes. 7:16 pm

Regular Meeting Minutes – Zoom

Regular Meeting Call to Order: Mayor Larry Smith called the meeting to order.

Discussion and Action of Density Changes –MSP and R/MST: After coming out of the Public Hearing, a motion was made by Council Member Staton to change the number of homes in MSP and R/MST to 2 units per acre for detached homes and 4 units per acre for attached housing units such as townhomes. This was seconded by Council Member Huntley. All ayes.

Public Comments – by Email: None

Adoption Regular Meeting Agenda: There was a change in the agenda. The Closed Session was moved to the end after the Mayor's Comments. This will allow those on ZOOM to leave since there will be no action taken after the Closed Session. Council Member Bivens made a motion to approved the changed agenda. Council Member Staton seconded the motion. All ayes.

Adoption of Consent Agenda:

- a. Minutes for Approval
 - i. October 18, 2021, Work Session Minutes
 - ii. November 1, 2021, Regular Meeting
- b. ARPA Budget Ordinance and Amendment

A motion was made to adopt the consent agenda by Council Member Bivens and seconded by Council Member Blakeney. All ayes.

Presentation of 2020-2021 Audited Financial Statements – Eddie Carrick, CPA: Mr. Eddie Carrick presented an unqualified clean audit. This means that all audit testings and reviews did found no problems with the way our finances were handled and our internal controls as they are set.

ARPA Presentations: Reverend Clay Parker gave Council a presentation on Goodlife Educational Services. The hope to help students at East Union Middle School. Team members are John Tillman, Forest Toms, Mark Tulley, and Monica Brown. The program is designed to help close the acheivemen gap at East Union Middle School. Also, social behavior and environmental concerns will be addressed. Goodlife would like to have funding from Union County (\$130,000), Wingate (\$65,000) and Marshville (\$65,000). This money could come from ARPA funds. Mayor Smith wanted to know if the Union County Board of Commissioners agreed to this. Rev. Parker said we were the first town to be introduced to this project. Town Attorney Griffin wondered why Union County Board of Education was not implementing this. Council Member Staton wondered what would happen once our ARPA funds run out. Council Member Staton liked the idea, but felt we should table a decision on Goodlife for a later date. A motion was made by Council Member Staton to table Goodlife Educational Services until the next regular meeting. This was seconded and all agreed.

Request to Approve ARPA Funding for Technology: Town Manager Deese brought this request into the conversation as part of the ARPA presentation. He would like for Council to approve approximately \$23,000 in ARPA funds for technology. This would be for tablets/notebooks for Council, cameras, monitors for the meeting room, increased bandwidth, software upgrades, sound system, and labor. The \$23,000 is only an estimate, but it will help the town move in the right direction for upgrades in technology. A motion was made by Council Member Bivens to approve the appropriation of \$23,000 for technology. This was seconded by Council Member Staton. All ayes.

Town Manager Deese would like to have an RFQ written for branding/imaging to find a consultant for the Town of Marshville. This will coincide with the CIERRI Grant. A motion to create an RFQ for town branding/imaging proposals was made by Council Member Bivens and seconded by Council Member Huntley. All ayes.

Manager's Comments: Town Manager Deese told the Council that the town must have a structural engineer design a pier at the lake property. He presented the Council with an agreement with ARP Engineering to design a pier and oversee the project. The cost is \$3,500. Town Manager Deese wanted Council to know of this contract.

Town Manager Deese let Council know the LGC looked at the contract with Pluris. The LGC asked that we work with Pluris to see if we can reduce expenses.

Town Manager Deese sent Council a copy of the Park Master Plan. He would like all to review it and, if possible, approve it at the next regular meeting. He would like to apply for the PARTF and LWTF grants once the plan is approved.

Council Comments:

Council Member Bivens commented on the amount of trash on the streets.

Council Member Blakeney was glad to see everyone and wished all a blessed new year.

Council Member Huntley was glad to see everyone and asked all to stay safe.

Council Member Staton would like to have a Spring Cleaning. We received an email from

Union County Public Schools inviting us to visit East Union School. They would like us to RSVP by January 17th.

Council Member Staton would also like the Parks Advisory Board to see the Park Master Plan.

Council Member Marshall heard many good ideas for the town. That is positive.

Mayor's Comments: Mayor Smith asked that the Clerk and Town Manager look at an email that he sent from the US Census Bureau. He wants all to stay safe and well.

Closed Session per GS 143-318.11(a)(5) to instruct staff concerning real property negotiations. (Several parcels)

To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Council Member Bivens made a motion to move into a closed session. Council Member Staton seconded this. All ayes.

Council Member Bivens made a motion to move out of the closed session. Council Member Staton seconded this. All ayes.

Adjourn: Council Member Bivens made a motion to adjourn the meeting. Council Member Staton seconded this. All ayes. 9:35 pm

Approved this _____ day of _____, 2022.

Larry B. Smith, Mayor

ATTEST

Ann F. Sutton, Town Clerk



Town of Marshville Town Council Work Session

Monday, January 24, 2022 7:00 PM

Marshville Town Hall, 118 East Union St., Marshville, NC
28103

Regular Work Session Minutes

Present: Mayor Larry Smith; Mayor Pro-tem Ernestine Staton; Council Members Paulette Blakeney, Monaca Marshall, Margaret Bivens, and Gary Huntley

Staff Present: Franklin Deese, Town Manager; Ann Sutton Town Clerk;

Call to Order/Invocation/Pledge of Allegiance:

Mayor Smith called the meeting to order at 7:00 pm. Council Member Huntley gave the opening prayer. Everyone stood and gave the Pledge of Allegiance.

Review/Discussion Parks Master Plan: Town Manager Deese sent the Parks and Recreation Master Plan to Council and the Parks Advisory Committee. He wanted to make sure there were no questions. The plan will be presented for approval at the February 7, 2022 meeting.

Discussion about Cemetery Policy: Town Manager Deese said all should have a copy of the Cemetery Policy. It has been a while since the policy has been reviewed. Headstones in the cemetery are an issue. Our policy says that headstones are only allowed to be in certain areas of the cemetery. Town Manager Deese would like only ground-level markers in the entire cemetery in the future. Also, Town Manager Deese has a copy of Town Cemetery Guidelines that he found from another town. He would like for all to consider these. Our policy does not say anything about benches. He would like this included in the Cemetery Policy. Council Member Staton asked if someone had a husband buried in an area that allowed headstones, would the wife be able to have a headstone? Town Manager Deese said yes, the wife would be grandfathered in. Any new section going forward will be required to have a flat marker. Mayor Smith asked about the police monitoring the gates at the cemetery. The Police Department is responsible for opening and closing of the gates.

Discussion about Town Seal: Town Manager Deese presented some ideas of what our seal could look like. He would like the council to think of ideas for seals for the town. This will not happen until we have a branding consultant under contract.

Council Discussion on Spring Cleaning: Council Member Bivens sees trash and litter around Marshville. Council Member Staton also sees these issues around town. Many areas need help. Mayor Smith says we need to get some energy behind the cleaning effort. Council Member Staton will come up with some ideas and dates for a community clean up. She will look for community groups to help. Town Manager Deese will check with the schools and Sheriff's Department for helpers.

Parks and Recreation Discussion: The Parks and Recreation Advisory Committee is having a hard time filling the positions for the committee. Council Member Staton would like the town to consider looking for members from the ETJ. This consideration will require a change in the Committee By-laws. Town Manager Deese will bring the by-laws to the next meeting to consider the change. Mayor Smith mentioned that Mark Gosnell will be leaving in two weeks. Town Manager Deese said he will be looking for someone to take his place.

Town Manager's Comments: Town Manager Deese mentioned that we did have a COVID incident last week. All have come back to work with negative responses to testing. Town Budget's will begin soon. He asked if we would like to have a budget retreat. Council Member Staton would like to start the process earlier than last year. Mayor Smith agreed. Town Manager Deese will have a budget calendar next meeting. Council Member Huntley asked about the lake property. Town Manager Deese said that Arp Engineering is working on the drawings for the pier. Town Manager Deese has not heard about the progress of the drawings.

Council Members Comments:

Council Member Bivens no comments.

Council Member Huntley mentioned former Council Member Dora Bridgers passing.

Council Member Staton spoke of the Meeting with East Union Middle School. In addition, Council Member Blakeney and Council Member Staton have been meeting with CRTPO via ZOOM.

Council Member Marshall had no comments,

Mayor Comments: Mayor Smith was able to visit Kentucky's tornado ravaged area. Mayor Smith mentioned that Chief Tarlton had sent everyone Marshville Police Department's statistics for all to see. The Planning Board has two vacancies, one from the ETJ and one from the town. Mayor Smith mentioned that the ABC Store needed more storage space. Town Manager Deese thought the old Police Department would be suitable for this. There would be a need for some upgrades to the old police building. Mayor Smith asked how the old Cleaners building was looking. Town Manager Deese said renovations were complete, but no data lines were installed. It is possible to rent the building out. We need to figure out the best fit for the building.

Adjournment: Council Member Bivens made a motion to adjourn the meeting. Council Member Huntley seconded the motion. All agreed. 8:06 pm

Approved this ____ day of _____, 2022.

ATTEST

Mayor Larry B. Smith

Ann Sutton, Town Clerk