



Town of Marshville Town Council Regular Meeting

Monday, February 3, 2020 7:00 PM

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

Agenda

1. Call to Order/Invocation/Pledge of Allegiance
2. Public Comment

Please sign in at the podium. Before speaking, state your name, address, and limit your comments to two minutes

3. Adoption of the Agenda
4. Consent Agenda
 - a. Minutes
 - i. November 4, 2019, Regular Meeting
 - ii. November 12, 2019, Special Called Meeting
 - iii. November 18, 2019, Work Session
 - iv. December 2, 2019, Regular Meeting
 - v. December 16, 2019, Work Session
 - b. Resolution Authorising Finance Officer Ann Sutton and Administrative Assistant Betty Preslar to Administer the Suntrust Credit Card Accounts
 - c. Budget Amendments
5. Council on Aging Presentation by Andrew Friend
6. Discussion/Action on Town of Marshville Fire Tax Resolution
7. Discussion/Action on Change in Town Employee Pay Policy
8. Discussion/Action on Adjusting Town Policy to Include Auxiliary Meetings as Paid Meetings for Council Persons
9. Manager's Report
10. Council Members' Comments
11. Mayor Comments
12. Adjournment

*Town Council Work Session February 17, 2020 - Planning Board Meeting February 17, 2020
Easter Holiday Friday April 10, 2020 – Easter Egg Hunt April 4, 2020 10am to 12am*



TOWN OF MARSHVILLE

est. 1877

Town Council Regular Meeting
Monday, November 4, 2019 7 pm
118 E. Union Street • Marshville, NC 28103
Town Hall - 704.624.2515 • Fax – 704.624.0175

Regular Meeting

In Attendance:

Council Members Margaret Bivens, Ernestine Staton, Gary Huntley, Mayor Pro-tem Virginia Morgan.

Staff Members: Interim Town Manager Franklin Deese, Clerk Ann Sutton, Police Chief Matt Tarlton, and Town Attorney Bobby Griffin

Call to Order/Invocation/Pledge of Allegiance:

Call to Order by Mayor Pro-tem Morgan. Invocation by Gary Huntley. Pledge of Allegiance was given by all.

Public Comment:

Tom Finley, 1312 Jenkins Avenue, #4, Charlotte, NC 28211, addressed the council. He told the council what a wonderful town Marshville was. He gave the council a letter for review.

Adoption of Agenda:

Interim Town Manager Frank Deese added a closed session to discuss the Union County water and sewer transfer. Council Member Huntley made the motion to add. The motion was seconded by Council Member Staton. This will be for information only. No action will be taken. It will be added as the last item on the agenda.

Council Member Staton made the motion to adopt the agenda and Council Member Gary Huntley seconded. All agreed.

Consent Agenda Approval:

A motion was made by Council Member Huntley to approve the consent agenda. This was seconded by Council Member Staton. All agreed.

Discussion/Action on a Date to Reschedule Town Manager Interviews:

All agreed that Saturday, November 9, 2019, was agreed upon as the date to have Town Manager interviews. A motion was made by Council Member Bivens and seconded by Council Member Staton to begin Town Manager interviews. All agreed. Interviews will start at 9 am.

CRTPO Discussion on Elizabeth Avenue Crossing:

Interim Town Manager Deese said that we were unable to meet the October 31st deadline for discretionary funds from CRTPO. This was probably a good thing since we rushed through our plans for the Elizabeth Avenue Crossing. Now we have time to look at the work to be done there and involve the citizens. Then we can present this plan to CRTPO by next October 31st when funds will be available again. A motion was made to stay engaged with the planning, but to slow down on the planning in order to make a good decision. The motion was made by Council Member Bivens with a second by Council Member Staton. All agreed.

Manager's Report:

A citizen brought a complaint to Interim Town Manager Deese concerning Belk Street. The citizen felt that tractor trailer trucks were turning onto Belk Street in order to get to the Marathon station. Belk Street is too narrow to handle tractor trailer truck. Damage has occurred to some of the properties on Belk Street. We have put up "No Through Truck" signs. NCDOT has indicated that they would put up some signs before Belk Street saying the same thing.

Interim Town Manager Deese feels we need to come up with a promotional piece to highlight Marshville's selling points. He went to Union County Economic Development and was given some names of companies that might be able to help. We will put one of our interns on the project. We need something to push out to companies to show them why they need to come here.

At the Regional Manager's Group meeting, there were two topics at the meeting. One was Social Media Best Practices, and the other was concerning local media. The two presentations were given to staff for their use and understanding.

The Interim Town Manager will be attending a Grant Workshop on Monday, November 12th, from 2 pm to 4 pm. Michael Garrison will be going with him.

We are still working on a PARTF Grant. A master plan must be in place to qualify for the grant. Interim Town Manager Deese has contacted several companies to discuss the work that needs to be done to update our park plan. The public and the Park Committee will be involved in the process. We have received a waiver from the PARTF and LWCF to purchase land for the park now and possibly receive one half of the cost back in their next grant year.

Interim Town Manager Deese would like to schedule a meeting with the staff and the Parks and Recreation Committee to see what the committee would like the council to focus on.

Interim Town Manager Deese said that we have a property that refuses to comply with our code enforcement. We have had several letters go out. Our code enforcement gentleman has spoken with them several times, but the owner refuses to comply. Our policy says we can levy civil penalties. Unless the Council says otherwise, that will be the course of action.

Interim Town Manager Deese met with Mr. Mark Gossnell from the Athletic Department of Union Academy. They would like to use the baseball fields again this year. They would also like to use the concession stands.

The town is under contract to buy the park land.

Mr. Deese was meeting with the attorney one day when the council had a Closed Session. He was told that a citizen was standing at the door during the closed session and trying to record or

take a picture of the closed session. The Interim Town Manager contacted the School of Government and received an email back from Ms. Freida Bleustein. She said recording is allowed during an open session but not a closed session. Closed Sessions concerning personnel are protected under 160A-168 of the North Carolina General Statutes.

Council Member's Comments:

Council Member Staton would like to thank all for coming to the meetings. Council Members need to hear from the citizens.

Council Member Huntley wanted to remind all to vote tomorrow. Please remember Veteran's Day.

Council Member Carpenter thanked all for thinking of her during the death of her husband. Please remember Veteran's Day at the cemetery and at the Police Memorial. Please come to the Waxhaw Museum on that day, also.

Council Member Bivens had a meeting at the Waxhaw Museum. There are many exciting things going on. Council Member Bivens spoke of crochet classes and knitting classes and other things.

Mayor Pro-tem Morgan went to the CCOG meeting a few weeks ago. Charlotte Memorial Hospital is going to build a new hospital at the place where you get off the Expressway onto Highway 74. CCOG is going to put in a grant to put rapid rail from Charlotte all the way down as far as they can to Wadesboro. That will be 2025 if they get the money. The Council has approved the purchase of 15 acres attached to the Marshville Park. Mayor Pro-tem Morgan wants all to vote. It is so important. She asked that if those that do not win would join the Park Committee it would help so much in getting funding for the park. Mayor Pro-tem offered her thoughts to all concerning the need for all to vote.

Closed Session:

A motion was made by Council Member Staton to go into closed session under General Statute 143-318.11 (a) (3):

To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

Marshville vs. Union County

The motion was seconded by Council Member Huntley. All agreed. 7:50 pm

Motion was made to come out of closed session by Council Member Staton and seconded by Council Member Bivens. All agreed.

The motion was made to adjourn the Regular Meeting by Council Member Carpenter and seconded by Council Member Staton. All agreed.

Approved this _____ day of _____, 2020.

Larry B. Smith, Mayor

ATTEST

Ann Sutton, Town Clerk



TOWN OF MARSHVILLE

est. 1877

118 E. Union Street • Marshville, NC 28103
Town Hall - 704.624.2515 • Fax - 704.624.0175

Tuesday, November 12, 2019, 7 pm

Special Called Meeting

In Attendance:

Mayor Pro Tem Virginia Morgan, Council Members Ernestine Staton, Gary Huntley, Norma Carpenter, and Margaret Bivens

Staff Members:

Interim Town Manager Franklin Deese, Clerk Ann Sutton, and Police Chief Matt Tarlton

Call to Order/Invocation/Pledge of Allegiance:

Call to Order by Mayor Pro-tem Morgan. The invocation was given by Council Member Huntley, and all stood and gave the Pledge of Allegiance.

Adoption of Agenda:

A motion was made by Council Member Staton to adopt the agenda. Council Member Huntley seconded the motion. All agreed.

Interim Town Manager Deese asked to make a quick comment before closed session. He was told that some Public Works workers are being asked questions about things that were discussed in closed sessions. He begged everyone not to discuss anything that is in closed session with the public.

Mayor Pro-tem also requested a time to interview one more Town Manager applicant. The time was set for Thursday, November 14th at 7 pm.

A motion was made to go into a closed session by Council Member Staton and seconded by Council Member Huntley. All agreed.

Closed Session to Discuss Union County Water/Sewer Agreement per General Statute 143-318.11 (a) (3):

To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial

action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

A motion was made by Council Member Carpenter to move out of the Closed Session. Council Member Huntley seconded the motion. All agreed.

Discussion/Action of Closed Session;

There was no discussion or action stemming from the Closed Session.

Adjournment:

A motion was made by Council Member Carpenter to adjourn the meeting. Council Member Huntley seconded the motion. All agreed.

Approved this _____ day of _____, 2020.

Larry B. Smith, Town Manager

ATTEST

Ann Sutton



TOWN OF MARSHVILLE

est. 1877

Town Council Special Meeting
118 E. Union Street • Marshville, NC 28103
Town Hall - 704.624.2515 • Fax – 704.624.0175
Tuesday, November 19, 2019 7 pm

Special Called Meeting

In Attendance:

Mayor Pro-tem Virginia Morgan, Council Members Ernestine Staton, Gary Huntley, Norma Carpenter, and Margaret Bivens

Staff Members:

Ann Sutton, Town Clerk

Call to Order/Invocation/Pledge of Allegiance:

Mayor Pro-tem Morgan called the meeting to order. Council Member Gary Huntley gave the invocation. All attending gave the Pledge of Allegiance.

A motion was made to go into Closed Session by Council Member Staton and seconded by Council Member Carpenter per General Statute 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.

All council members agreed to move into Closed Session.

A motion to come out of Closed Session was given by Council Member Huntley and seconded by Council Member Bivens. All agreed.

Discussion/Action of Closed Session:

A motion was made by Council Member Staton to offer Mr. Franklin D. Deese the Town Manager position contingent on his acceptance of the contract offer. Seconded by Council Member Bivens. All agreed but Council Member Carpenter.

Adjournment:

A motion was made by Council Member Ernestine Staton to adjourn the meeting. This was seconded by Council Member Gary Huntley. All agreed.

Approved this _____ day of _____, 2020.

Larry B. Smith, Mayor

ATTEST

Ann Sutton



TOWN OF MARSHVILLE

est. 1877

Town Council Meeting
Monday, November 18th, 2019 7:00 PM
Marshville Town Hall

Work Session

Present: Mayor Pro-tem Virginia Morgan; Council Members Margaret Bivens, Norma Carpenter, Ernestine Staton, and Gary Huntley

Staff Present: Frank Deese, Interim Town Manager; Chief of Police Matt Tarlton; Ann Sutton, Town Clerk; Stephen Mull, Public Works Director

Call to Order/Invocation/Pledge of Allegiance:

Mayor Pro tem Morgan called the meeting to order at 7:00 PM. Council Member Huntley gave the opening prayer. Everyone stood and gave the Pledge of Allegiance.

Public Comments:

Jennifer Moore, 711 Olive Branch Rd., stated that she emailed the Council Members about resources for community recreation events provided by UNCC and Wingate University and only received a response from Council Member Carpenter. Next, Ms. Moore stated that she has heard that the Town Council will not listen to her complaints or suggestions because she lives outside the town limits. Ms. Moore reminded the Council that the taxes she pays for the town's schools, roads and water, and asked for the Council to not dismiss that.

Gail Kiker, 905 Forest Drive, discussed the elections.

Council Member Staton discussed why she didn't respond to the email.

Adoption of Agenda:

Mayor Pro tem Morgan requested a motion to adopt the agenda. Council Member Staton made a motion, Council Member Huntley seconded. All Ayes. Motion passes unanimously.

Public Works Director's Report:

Public Works Director Stephen Mull reported on the Public Works Department's work for the year.

Manager Deese praised the work of Stephen Mull and the other Public Works employees' hard work. Manager Deese also requested that there needs to be a policy that addresses leaf and limb pick up.

Mayor Pro tem Morgan said that a leaf and limb policy needs to be added to the next agenda.

Manager Deese requested that Council Members come up with a few suggestions and get them to him prior to the next meeting.

Council Member Staton asked if the Public Works Department ever finds themselves in a situation where they are picking up limbs that are too big or limbs that should not be picked up.

Public Works Director Mull stated it does sometimes happen that either they have to try and reach out to the homeowners and ask them to cut them into smaller pieces or citizens will throw limbs in ditches which makes them harder to get without damaging the ditch.

Mayor Pro tem Morgan thanked Public Works Director Mull for a good job.

Police Chief's Report:

Chief Tarlton discussed one officer retiring and that they are in the process of hiring another full-time police officer and a reserve officer. Chief Tarlton then discussed the food drive that the police department does. Chief Tarlton then discussed training that his officers will receive through the Union County Sheriff's Office. Chief Tarlton also talked about the town's crime statistics and the car break-ins.

Manager Deese praised the job Chief Tarlton and the Marshville Police are doing.

Manager's Report:

Manager Deese discussed duplicate ordinances that were found and that he is reviewing the town's ordinances to make sure they are up to date. Manager Deese discussed the study of the crossing on East Union Street and that a Hawk Signal may cause more issues than it solves. Manager Deese also discussed updates on the town Pedestrian Plan.

Council Member's Comments:

Council Member Bivens did not have any comments.

Council Member Carpenter said that CRTPO ended tonight.

Council Member Huntley thanked everyone for coming out and to stay safe.

Council Member Staton said she hopes to see everyone in the parade and stated that Frank Deese has done a good job.

Mayor Pro tem Morgan asked about the Christmas Parade, and then reminded everyone about the tree lighting and the next Town Council Meeting.

Adjournment:

Mayor Pro tem Morgan requested a motion to adjourn. Council Member Bivens made motion, Council Member Staton seconded. All Ayes. Motion passed unanimously. Meeting adjourned.

Approved this _____ day of _____, 2020

Larry B. Smith, Mayor

ATTEST

Ann Sutton, Town Clerk



TOWN OF MARSHVILLE

est. 1877

Town Council Meeting
Monday, December 2nd, 2019 7:00 PM
Marshville Town Hall

Regular Meeting

Present: Mayor Pro-tem Virginia Morgan; Council Members Margaret Bivens, Ernestine Staton, Norma Carpenter, and Gary Huntley

Staff Present: Frank Deese, Town Manager; Chief of Police Matt Tarlton; Ann Sutton, Town Clerk

Call to Order/Invocation/Pledge of Allegiance:

Mayor Pro tem Morgan called the meeting to order at 7:00 PM. Council Member Huntley gave the opening prayer. Everyone stood and gave the Pledge of Allegiance.

Public Comments:

Tracy Stancill, 6820 Austin Grove Church Rd., thanked Norma Carpenter for her service to the citizens. Ms. Stancill said she is glad so many people have shown up to the meeting and hopes citizens will continue to show up and be involved. Ms. Stancill announced that she is now on the Planning Board and on the Board of Adjustments and that she is looking forward to working with the town and looking forward to 2020.

Adoption of Agenda:

Mayor Pro tem Morgan requested a motion to adopt the agenda. Town Manager Deese requested a motion to move item 8 up on the agenda to be switched with item 6. Council Member Staton made motion and Council Member Huntley seconded. All Ayes. Motion passes unanimously.

Adoption of Consent Agenda:

Mayor Pro tem Morgan requested a motion to approve the minutes for the July 15th, July 22nd, & July 26th meetings. Council Member Staton made a motion, Council Member Carpenter seconded. All Ayes. Motion passes unanimously.

Presentation of Financial Statements by Eddie Carrick, CPA:

Mr. Carrick discussed the town's financial statements and stated that the town received an unmodified opinion.

Resolution of Appreciation:

Mayor Pro tem Morgan asked Council Member Carpenter to stand and read a statement commending her for her service and affixed the Town Seal to the resolution and presented it to her.

Oaths of Office/Seating of New Town Board:

Clerk Sutton swore in Council Member-Elects Ernestine Staton, Margaret Bivens, and Paulette Blakeney. Clerk Sutton then swore in Mayor-Elect Larry Smith. The Council Members and Mayor were then seated.

Mayor Smith requested a brief recess.

Mayor Smith reconvened the meeting at 7:30 pm.

Election of Mayor Pro Tempore & Oath of Office:

Mayor Smith opened the floor for nominations for Mayor Pro tem. Council Member Bivens made a motion to nominate Virginia Morgan. Council Member Huntley seconded. Council Member Staton voted against. Vote passes 4 to 1.

Clerk Sutton swears in Virginia Morgan as Mayor Pro tem.

Discussion & Appointment of Town Board Liaisons:

Manager Deese explained the different Boards and Committees. Council Member Bivens confirmed that she is part of the Beautification Committee. Manger Deese asked for more volunteers to form that committee. Mr. Huntly agreed to be part of the Beautification Committee. Manager Deese explained that Council Member Staton is part of the Parks & Rec. Committee. Manager Deese then stated that Mayor Pro tem Morgan is the regional representative for the Centralina Council of Governments (CCOG) and asked for an alternate. Manager Deese volunteered to serve as an alternate for a short period until a full time alternate representative is found. Next Manager Deese asked for a representative for the Charlotte Regional Transportation Planning Organization (CRTPO). Council Member Staton volunteered to be the representative but requested an alternate. Council Member Blakeney volunteered to be the alternate representative.

Manager's Report:

Manager Deese stated that the Planning Board is requesting the Town Council attend the Planning Board meeting on Monday, January 13th. Manager Deese stated that the Council would need to call a special meeting for that though. Manager Deese explained that he had a 30-minute webinar on processes & procedures for successful meetings that he wanted to send out to the Council Members. Manager Deese also explained that new and returning Council Members would need to take an ethics class and that he would arrange for it to be taken at Town Hall or for a webinar at home.

Council Member's Comments:

Council Member Staton said that she would like to discuss stipends for travel at the next meeting. She thinks that Council Members should be reimbursed for travel expenses. Both Mayor Pro tem Morgan and Manager Deese explained that there are forms to fill out and be reimbursed for travel expenses.

Mayor Pro tem congratulated Mayor Smith for his election and stated that she looks forward to working with him.

Council Member Staton explained that the Parks & Rec. Committee had their first meeting and explained that there were seven people in attendance.

Council Member Bivens explained that the Museum Committee had a Christmas party that went well and that she will continue to represent the Marshville Town Council and will always put the Town first.

Council Member Blakeney thanked the citizens of Marshville for this privilege to serve and will work to make decisions that benefit the town.

Council Member Huntley congratulated Mayor Smith and Council Member Blakeney and reminded everyone about the Tree Lighting on Friday.

Mayor Comments:

Mayor Smith said that it is a privilege to serve the citizens of Marshville again. Mayor Smith requested a future closed session to discuss the water and sewer contract. Mayor Smith stated that he would like to make the regular meeting and work sessions more about work and challenged the Council Members to find issues to bring up to work on. Mayor Smith stated he would like to see more technology for Town Hall and to update the town’s website. Mayor Smith stated that he would like to see buildings owned by the town fixed up. Mayor Smith praised National Night Out, Movie Night in the Park and Halloween on Main Street and would love to see more community events.

Adjournment:

Mayor Smith requested a motion to adjourn. Council Member Staton made a motion, Council Member Huntly seconded. All Ayes. Motion passes. Meeting adjourned.

Approved this _____ day of _____, 2020.

Larry Smith, Mayor

ATTEST

Ann Sutton, Town Clerk



TOWN OF MARSHVILLE

est. 1877

Town Council Meeting
Monday, December 16th, 2019 7:00 PM
Marshville Town Hall

Work Session

Present: Mayor Pro-tem Virginia Morgan; Council Members Margaret Bivens, Ernestine Staton, Paulette Blakeney, and Gary Huntley

Staff Present: Frank Deese, Town Manager; Chief of Police Matt Tarlton; Ann Sutton, Town Clerk

Call to Order/Invocation/Pledge of Allegiance:

Mayor Smith called the meeting to order at 7:01 PM. Council Member Huntley gave the opening prayer. Everyone stood and gave the Pledge of Allegiance.

Public Comments:

Diane Amundson, 1018 Hasty Rd., stated that she appreciates the staff introductions and would like that to continue. Ms. Amundson discussed that she would like to see something done about the ABC sign being on the Town sign and also wants to know what the town plans to do with the vacant properties. Last, Ms. Amundson said she would like to know what Council Member Blakeney's goals are for the town.

Adoption of Agenda:

Mayor Smith requested a motion to adopt the agenda. Council Member Staton made a motion, Council Member Huntly seconded. All Ayes. Motion passes unanimously.

Technology update and suggestions:

Mayor Smith discussed the possibility of investing in an LED screen for the meeting screen and also discussed the possibility of live streaming. Mayor Smith then opened the floor for suggestions.

Council Member Staton agreed that there does need to be an LED screen for the meeting room and also agrees with live streaming the meeting for the public. Council Member Staton also said that she would like to have tablets for use during meetings.

Mayor Pro-tem Morgan asked if this was in the budget. She also thought that all of the important public information needs to be on the town's website and not on Facebook.

Council Member Bivens said she is good with whatever.

Council Member Blakeney stated that she likes technology.

Council Member Huntly stated that he is old school and does not like the idea of being put on Facebook. Council Member Huntly did agree that they could use microphones.

Manager Deese said that he will look into what can be budgeted for some new updates. Manager Deese did agree that it is time for Marshville to move forward.

Clerk Sutton said that we need a strategic plan for technology and not just start throwing money for technological improvements that will be outdated in a year.

Website Update and Suggestions:

Mayor Smith stated it is time to start updating and improving the town's website and having a better online presence. Manager Deese explained that he has reached out to the company that designed the town website to come to a meeting. Manager Deese also explained that the intern who is currently working on the website is doing a fantastic job updating the website. Manager Deese wants to know is there anything particular you want to see on the website and asked for Council Members to get back with him about that.

Manager's Report:

Manager Deese presented a financial snapshot of the town's finances. Manager Deese then gave updates on the Anderson Project.

Mayor Smith requested a brief recess before going into a closed session.

Closed Session:

Mayor Smith requested a motion to move into a closed session. Mayor Pro-tem Morgan made a motion, Council Member Staton seconded. All Ayes. The motion passed unanimously. Meeting moved into a closed session.

Mayor Smith requested a motion to come out of closed session. Council Member Staton made a motion, Council Member Bivens seconded. All Ayes. Motion passed, the meeting moved out of closed session.

Manager's Report Continued:

Manager Deese discussed the Town 2035 Plan. Manager Deese also reminded the Council that the joint meeting with the Planning Board will be Monday, January 13th. Manager Deese then discussed details about the new natural gas line; construction began on December 2nd and it is expected to be completed in 180 days.

Council Member's Comments:

Council Member Bivens did not have any comments but wished everyone a Merry Christmas.

Council Member Blakeney did not have any comments but wished everyone a Merry Christmas.

Council Member Huntly wished everyone a Merry Christmas.

Council Member Staton asked when she needed to start going to the CRTPO meetings and also wanted to start planning budget dates. Council Member Staton mentioned people parking in the Town Hall parking spots during Town business as well.

Clerk Sutton suggested putting cones in the spaces.

Manager Deese and Mayor Pro-tem Morgan both suggested to try placing cones for the next meeting.

Mayor Pro-tem stated that the staff Christmas Party was great and thanked everyone who came out for that and then wished everyone a Merry Christmas and a happy New Year.

Mayor Comments:

Mayor Smith stated that he, too enjoyed the staff Christmas party and also enjoyed the Tree Lighting and the Christmas parade.

Adjournment:

Mayor Smith requested a motion to adjourn. Council Member Staton made a motion, Council Member Bivens seconded. All Ayes. Motion passed. Meeting adjourned.

Approved this _____ day of _____, 2020.

Larry Smith, Mayor

Ann Sutton, Town Clerk



Corporate Resolution and Certificate of Incumbency (Commercial Credit Card Account)

I, ANN SUTTON hereby certify that I am the FINANCE OFFICER/CLERK and custodian of the records of TOWN OF MARSHVILLE (legal name of corporation) a corporation duly organized and existing under the laws of NC; that the following is a true and correct copy of certain resolutions duly adopted by the Board of Directors of said corporation at a meeting duly held on the ___ day of ___, ___ at which a quorum was present; and that the following resolutions are in conformity with the charter and by-laws of said corporation and have not since been rescinded or modified.

RESOLVED, that this corporation enter into a commercial credit card account relationship with SunTrust Bank ("Bank"); that any one of the officers of this corporation listed below be and is hereby authorized to enter into, execute and deliver in the name of and on behalf of the corporation the agreements, documents or other instruments deemed reasonable or necessary to establish the commercial credit card account relationship with Bank; and that this corporation shall be bound by the terms and conditions of said agreements, documents or other instruments.

RESOLVED FURTHER, that the corporation shall furnish to Bank a certified copy of these resolutions, which resolutions shall continue in full force and effect until written notice of the rescission or modification of the same has been received by Bank, and to furnish said Bank the names and specimen signatures of the officer(s) named herein, and such persons from time to time holding the above positions.

I hereby certify that the following are the names and specimen signatures of the officer(s) listed in the foregoing resolutions and that each presently holds the title indicated therein:

Table with 3 columns: Name, Title, Signature. Rows include ANN F SUTTON (FINANCE OFFICER/CLERK) and FRANKLIN D DEESE (TOWN MANAGER).

The following individual(s) have been authorized to perform the duties of a program manager on behalf of the corporation and is authorized to maintain the account as deemed necessary by the corporation:

Table with 3 columns: Name, Position, Signature. Rows include ANN F SUTTON (FINANCE OFFICER/CLERK) and BETTY PRESLAR (ADMINISTRATIVE ASSISTANT).

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said corporation this ___ day of _____, _____.

Signed _____
By _____
Title _____

TOWN OF MARSHVILLE

RESOLUTION CONSENTING TO INCLUSION IN THE BEAVER LANE FIRE AND RESCUE SERVICE DISTRICT

WHEREAS, all of the territory located within the municipal limits of the Town of Marshville lies within the boundaries of the existing fee-supported Beaver Lane Fire District (the "Fee-Supported Fire District"), as shown on Exhibit A, attached and incorporated by reference herein; and

WHEREAS, provision of fire protection and rescue service ("Fire Services") within the Fee-Supported Fire District is funded by the collection of certain Fire Fees; and

WHEREAS, pursuant to The County Service District Act of 1973, G.S. §§ 153A-301 through 153A-310 (the "Act"), the Union County Board of Commissioners (the "Union County Board") may define one or more county service districts within which the County may assess taxes to pay for the provision of Fire Services within the district; and

WHEREAS, the Union County Board is considering abolishing the Fee-Supported Fire District and corresponding Fire Fees, and establishing a tax-based Beaver Lane Fire and Rescue Service District (the "Fire Service District") to provide Fire Services within the same geographic areas currently served by the existing Fee-Supported Fire District; and

WHEREAS, in accordance with the Act, tax revenues collected to support the Fire Service District may be used only to provide Fire Services within that Fire Service District and may not be reallocated to any other fund or program; and

WHEREAS, a resolution of the governing body of the Town of Marshville consenting to inclusion of municipal territory in the proposed Fire Service District is required by the Act if such territory is to be included therein, **and**

WHEREAS, the Union County Board has agreed to subsidize the Beaver Lane Fire District's annual approved budget at a rate of forty percent (40%).

NOW, THEREFORE, BE IT RESOLVED that the Town of Marshville supports Union County's desire to abolish the Fee-Supported Fire District is required by the Act if such territory is to be included therein.

BE IT FURTHER RESOLVED the Town of Marshville consents to inclusion within the Beaver Lane Fire and Rescue Service District of all territory located within the municipal limits of Marshville (including territory hereinafter annexed by Marshville), if such territory lies within the boundaries of the current Fee-Supported Fire District, as shown in Exhibit A, **for a period of time such that the Union County Board continues to subsidize the Beaver Lane Fire District's annual approved budget at a minimum rate of forty percent (40%).**

This resolution is adopted this the _____ day of _____, 20_____.

- (a) Employees in positions determined to be “exempt” from FLSA (as Executive, Administrative, or Professional staff) will not receive overtime for hours worked in excess of their normal work periods. These employees may be granted occasional **bonus** leave by their department heads where the convenience of the department allows.
- (b) The following work periods shall be established for the purpose of calculation of compensatory time, overtime earned, and **bonus leave time**:
1. Law enforcement personnel shall be assigned to a **14** day work period with a fluctuating work schedule and a maximum of **86** work hours before accruing overtime **or comp time.**
 2. All other non-exempt Town employees shall be assigned to a 7-day work period with a maximum of 40 work hours before accruing overtime pay **or comp time.**
 3. **Days off for non-exempt Town employees must be requested in writing on the “Town of Marshville Personnel Leave Form,” and must be approved by their department head. No comp time can be accumulated while employee is on leave.**
 4. **All exempt Town employees shall be assigned to a 7-day work period with a maximum of 50 work hours before accruing bonus leave time.**
 5. **Days off for exempt Town employees must be requested in writing on the “Town of Marshville Personnel Leave Form,” and must be approved by the Manager. No leave time can be accumulated while employee is on leave.**
- (c) Employees required to work hours over the maximum allowed in the assigned work period shall be compensated for such overtime hours worked subject to the following provisions:
1. The position does not involve administrative, professional, managerial or other types of work exempt from coverage by FLSA.
 2. All overtime shall be earned at a rate of one-and-one-half hours for each hour of overtime worked. All overtime shall be earned at a rate of one-and-one-half times the employee’s hourly rate of pay.
 3. The maximum compensatory time that may be accrued by any non-exempt employee shall be 50 hours in all Town positions. Once an employee has attained a balance of 50 hours of compensatory time, all additional overtime will be paid at the appropriate rate as specified in paragraph (c) – 2 of this section.
 4. **The maximum compensatory time that may be accrued by any exempt employee shall be 40 hours in all Town positions. Bonus Leave Time will be accrued on a “use it or lose it” basis. No employee will be allowed to use more than a total of 10 hours (or one day) at a time.**

5. Department heads may, with prior approval of the Town Manager, pay employees for overtime work when it is not feasible to permit their absence for the purpose of taking compensatory time off.

Annual, compensatory, sick, and other types of paid leave, and **bonus leave** shall not be counted as time worked for computing overtime during a work period.

6. A non-exempt employee whose employment is terminated shall receive pay for all compensatory time earned, but not taken.

7. **An exempt employee whose employment is terminated shall receive no pay for bonus leave time,**

- (f) Supervisors shall be responsible for maintaining the appropriate and accurate time and attendance records detailing hours worked each day and total hours worked each work period. All "time records" must be approved by the department head and delivered to the employee preparing the town payroll. All payment of salaries and wages shall be by **direct deposit**. In no instance will an employee be paid at a rate other than the one set forth on their currently approved personnel forms.