

VILLAGE OF WESLEY CHAPEL
COUNCIL MEETING MINUTES
WESLEY CHAPEL TOWN HALL
6490 Weddington Road, Wesley Chapel, NC 28104
March 14, 2016 – 7:00 PM

The Village Council of Wesley Chapel, North Carolina, met in the Town Hall at 6490 Weddington Road, Wesley Chapel, North Carolina.

Present: Mayor Kapfhammer, Mayor Pro Tem Kenary, Council Members Como, Kaperonis and Rodriguez

Others Present:

Clerk/Finance Officer Cheryl Bennett; Planning/Zoning Administrator Bill Duston, Attorney George Sistrunk

Citizens Who Signed In: Carol Mullis, Frances Davis, Pam King, Bob Bledsoe, Morena Krueger, Bill Dunster, Lynn Burnett, Lisa & Dan McNally, Becky Plyler, Stephanie Martone, Shannon Smith, Amanda Fuller, Julian Pinnea, Cody Ketchum, Bill Love, Karen Izzo, Bruce Hrenyo

Meeting was called to order at 7:00 PM and a quorum was present.

STANDING ITEMS

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND INVOCATION *Time Stamp 0:00*

The meeting was called to order and a quorum was present. The boy scouts present led the Pledge of Allegiance and Council Member Rodriguez gave the invocation.

2. PUBLIC COMMENTS *Time Stamp 1:43*

Pam King - thanked Council for meeting with Parks and Rec and their support to complete the park and work together, guided by the wishes of the citizens.

Frances Davis – as a lifelong member of the community and an educator she noted the schools took years to catch up with growth; we need to plan responsibly and she supported living options for senior residents and was in favor of the Ridge. She noted senior can be volunteers and have talents.

Morena Krueger – living next to the park, she complained about people cutting through her yard and asked a fence be built between her yard and the park; she also requested a sidewalk down Lester Davis Road, and mentioned a large dying tree that is near the property line of the park that she would like evaluated and removed.

Deb Bledsoe – spoke as a resident of Price Mill that she was concerned about the proposed 72 unit re-zoning next door on 24 acres, and mentioned traffic impact, will a study be done,

2016.03.14 minutes

drainage and flooding concerns – there is already flooding in the area, cutting 9 or 10 heritage trees, and said you can't re-zone and keep Wesley Chapel like it was.

Julia Pennea – lives next to the park and said when there was no fence people walked across their yard, now with a fence it has made a big difference, and it makes sense to extend the fence.

Amanda Fuller – stated she has worked with Price Mill on a petition, she is not against senior housing but wants the Village to do research to find the best place for it. Twenty four acres less the land for the road leaves 22 acres; there are 72 homes plus a clubhouse. The developer knew it was zoned R-40 when he bought it. She asked Council to take some time.

Becky Plyler – asked where were people when we discussed senior housing and do they live on one acre. She thought it was discrimination to tell seniors where to live, and said Moser did his due diligence, and a lot of senior housing is more than three units per acre.

William Dunster – noted Price Mill was built under County regulation, and asked Council to do due diligence. He said Planning Board made a rash decision, the only person it benefits is the developer, 72 units on 24 acres is too much, he had no problem with houses there, just how many are proposed. He made a video of the bumper to bumper cars on Hwy. 84 there, it is impossible to get out at times, don't fall victim to the de-annexation threats. Put senior housing in the right place. Also Price Mill has drainage issues and traffic issues.

3. ADDITIONS, DELETIONS AND ADOPTION OF AGENDA *Time Stamp 23:50*

Items changed on the agenda were: the following moved from consent to regular: 'Approve the previous month planner's report and code enforcement report', 'Appoint Mayor as liaison to Union County Board of Education', 'Approve written policies'; 'Dan McNally, Scoutmaster' and the 'Committee and Deputy Reports' were moved up, 'Bobcat Rental' was moved to Parks & Rec, and an 'Update on the bandshell' added to that item, and an item added for the 'Youth Council event'. Council Member Como motioned to approve the amended agenda. Mayor Pro Tem Kenary seconded the motion.

The motion passed unanimously.

4. CONSIDER APPROVAL OF CONSENT AGENDA *Time Stamp 30:30*

- a. Approve the minutes of the February 8, 2016 meeting
- b. Approve the previous month finance report
- c. Issue Proclamation for Girl Scout Week
- d. Remove member from Safety Committee

Mayor Pro Tem Kenary motioned to approve the consent agenda items. Council Member Kaperonis seconded the motion.

The motion passed unanimously.

During the month of February the Finance Officer made a budget amendment to move \$15 from Postage to Tree Installation.

February 29, 2016 Balance Sheet

ASSETS

Checking/Savings

Fifth Third Bank checking	329,517.25
Fifth Third Maxsaver	305,804.74
BB&T Money Market	507,163.58
Cash Change Fund	50.00

Total Checking/Savings 1,142,535.57

Total Accounts Receivable 2,712.25

Other Current Assets

Property Tax Rec.	1,613.00
Allow. for Doubtful Accounts	-887.00
Prepaid Exp.	276.00

Total Sales Taxes to be Received 1,126.05

Total Current Assets 1,147,375.87

Fixed Assets

Land 813,423.00

Dogwood Park

Dogwood Park Improvements	720,946.00
Dogwood Park fountain	12,960.00
Dogwood Park Water Improvement	8,440.00
Dogwood Park Gate	7,076.00
Dogwood Park Shipping Container	3,200.00
Dogwood Park Sign	1,783.00

Total Dogwood Park 754,405.00

Town Hall 1,361,869.00

Furniture & Equipment 37,682.00

Town Hall Driveway 37,337.00

Accumulated Deprec. -175,932.98

Total Fixed Assets 2,828,783.02

Other Assets

Net Pension Asset 3,185.00

TOTAL ASSETS **3,979,343.89**

LIABILITIES & FUND BALANCE

Other Current Liabilities

Pension deferrals	20,792.00
Contrib to pension plan CY	-4,211.00
Deposits To Refund	25.00
Due to Union County Schools	54.94
Escrow from Developers	196,090.00

Payroll Liabilities	2,225.60
Deferred Revenue	726.20
Total Other Current Liabilities	215,702.74
Fund Balance	
Fund Bal. inv. in Fixed Assets	2,828,783.02
Fund Bal. non-spendable	196,090.00
FB Restrict for P&R fee in lieu	99,227.78
Fund Bal. Res for Amph. Cover	3,664.00
Fund Bal. Committed for CIP	38,312.11
Fund Bal assigned TH land	25,000.00
Fund Bal. Assigned for Com. Cen	87,196.00
Fund Bal Assign future park imp	3,550.00
Fund Balance Assigned for NNO	313.40
Fund Balance	436,462.08
Excess of rev. over exp.	45,042.76
Total Fund Balance	3,763,641.15
TOTAL LIABILITIES & FUND BALANCE	3,979,343.89

February 2016 Budget Report

	<u>Feb 16</u>	<u>Jul '15 - Feb 16</u>	<u>YTD Budget</u>	<u>% of Budget</u>
General Fund				
Income				
Property Tax Income				
Current Year Property Tax	11,398.84	135,612.19	136,168.00	99.59%
Utility Ad Valorem	1,611.69	2,095.17	1,887.00	111.03%
Vehicle Registration	1,117.29	7,865.30	11,560.00	68.04%
Delinquent Property Tax	-0.90	482.96	800.00	60.37%
Prior Year Motor Vehicle Tax	0.18	14.62	0.00	100.0%
Interest/Ad Fee on Taxes	47.56	226.59	300.00	75.53%
Total Property Tax Income	14,174.66	146,296.83	150,715.00	97.07%
Fees and Licenses				
Privilege Licenses	0.00	180.00	285.00	63.16%
Cable Franchise (from Time Warn	0.00	0.00	15,200.00	0.0%
Zoning Permit	1,875.00	14,265.00	10,000.00	142.65%
Engineering Fees Reimbursement	2,712.25	18,117.55	22,000.00	82.35%
Annexation Exp Reimbursed	0.00	0.00	100.00	0.0%
Misc. Fees	100.00	3,778.85	300.00	1,259.62%
Winter Walk 5K fees	0.00	0.00	500.00	0.0%
National Night Out	0.00	0.00	0.00	0.0%
Total Fees and Licenses	4,687.25	36,341.40	48,385.00	75.11%

Interest Earned	55.06	400.63	400.00	100.16%
Revenue Sharing				
Sales & Use Taxes	3,286.65	16,917.74	44,000.00	38.45%
Telecommunications Tax	0.00	2,412.12	10,200.00	23.65%
Video Programming(State Cable)	0.00	24,781.29	92,000.00	26.94%
Franchise Tax (Electric Power)	0.00	63,587.67	180,000.00	35.33%
Excise Tax (Piped Natural Gas)	0.00	14,464.05	13,000.00	111.26%
Alcoholic Beverage Tax	0.00	0.00	35,000.00	0.0%
Total Revenue Sharing	<u>3,286.65</u>	<u>122,162.87</u>	<u>374,200.00</u>	<u>32.65%</u>
Total Income	<u>22,203.62</u>	<u>305,201.73</u>	<u>579,600.00</u>	<u>52.66%</u>
Expense				
Total Town Hall Operating Expense	1,809.77	13,645.99	27,205.00	50.16%
Total Operating Expenditures	1,123.27	39,012.08	90,938.53	42.9%
Total Planning & Zoning	6,117.73	41,320.78	79,003.00	52.3%
Total Gen. Govt. Salaries	7,159.76	68,957.06	116,650.00	59.11%
Professional Fees				
Total Professional Fees	5,966.00	29,930.33	54,000.00	55.43%
Capital Outlay				
Total Capital Outlay	0.00	498.61	15,000.00	3.32%
Public Services / Safety				
Total Public Services / Safety	0.00	62,370.36	83,917.00	74.32%
Parks & Recreation				
Total Parks & Recreation Personal Services	0.00	300.00	1,200.00	25.0%
Parks & Rec Supplies & Material				
Rip rap, gravel, sand	0.00	4,779.79	5,522.00	86.56%
Construction supplies	0.00	692.07	1,476.00	46.89%
Gas and oil	0.00	288.57	600.00	48.1%
Food and Provisions	0.00	88.43	1,200.00	7.37%
Events Supplies	0.00	0.00	300.00	0.0%
Stocking of Fish	0.00	0.00	1,000.00	0.0%
Pesticide Supplies	0.00	0.00	300.00	0.0%
Other Supplies and Materials	0.00	460.37	2,000.00	23.02%
Janitorial Supplies	0.00	0.00	0.00	0.0%
Total Parks & Rec Supplies & Material	0.00	6,309.23	12,398.00	50.89%
Parks & Recreation Services				
Trash Service	46.00	46.00	852.00	5.4%
Insurance- liability	0.00	0.00	0.00	0.0%
Total Parks & Recreation Services	2,259.35	22,803.27	46,212.00	49.35%
P&R Capital Outlay				
Total P&R Capital Outlay	1,325.00	13,323.37	53,076.47	25.1%
Total Parks & Recreation	<u>3,584.35</u>	<u>42,735.87</u>	<u>112,886.47</u>	<u>37.86%</u>
Total Expense	<u>25,760.88</u>	<u>298,471.08</u>	<u>579,600.00</u>	<u>51.5%</u>

Net General Fund	-3,557.26	6,730.65	0.00	100.0%
Capital Projects Fund				
CIP Income				
Transfer from General Fund				
Appropriated for Town Hall	<u>0.00</u>	<u>1,442,700.00</u>	<u>1,442,700.00</u>	<u>100.0%</u>
Total Transfer from General Fund	<u>0.00</u>	<u>1,442,700.00</u>	<u>1,442,700.00</u>	<u>100.0%</u>
Total Other Income	0.00	1,442,700.00	1,442,700.00	100.0%
Capital Projects				
Town Hall Capital Outlay				
TH Construction Contract	0.00	1,235,560.67	1,256,981.00	98.3%
TH Architect/Engineer	0.00	104,328.87	108,168.00	96.45%
TH In House Engineering	0.00	1,200.00	1,200.00	100.0%
TH Testing/Permit Fees	0.00	12,894.66	14,900.00	86.54%
TH Telecom Sys/AV/Computers	0.00	179.90	252.00	71.39%
TH Insurance	0.00	1,374.00	1,374.00	100.0%
TH Legal Fees	0.00	5,140.00	5,100.00	100.78%
TH Furnishings/Seasonal Dec.	0.00	28,575.14	28,945.00	98.72%
TH Irrigation	7,850.00	11,451.00	22,000.00	52.05%
TH Miscellaneous	<u>0.00</u>	<u>3,683.65</u>	<u>3,780.00</u>	<u>97.45%</u>
Total Town Hall Capital Outlay	<u>7,850.00</u>	<u>1,404,387.89</u>	<u>1,442,700.00</u>	<u>97.34%</u>
Total Capital Projects	<u>7,850.00</u>	<u>1,404,387.89</u>	<u>1,442,700.00</u>	<u>97.34%</u>
Net Capital Projects Fund	<u>-7,850.00</u>	<u>38,312.11</u>	<u>0.00</u>	<u>100.0%</u>
Net Excess of Rev. over Exp.	<u><u>-11,407.26</u></u>	<u><u>45,042.76</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

Carol Mullis was removed from the Safety Committee.

Village of Wesley Chapel, NC
Proclamation for Girl Scout Week



WHEREAS: March 12, 2016, marks the 104th anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and,

WHEREAS, throughout its distinguished history, Girl Scouting has inspired millions of girls and women with the highest ideals of courage, confidence, and character; and,

WHEREAS, girls discover, connect and take action to make their local communities and the world a better place; and,

WHEREAS, more than 3.2 million current Girl Scout members nationwide will be celebrating 104 years of this American tradition, with 59 million women who are former Girl Scouts and living proof of the impact of this amazing Movement;

NOW, THEREFORE I, Dr. David Kapfhammer, by virtue of the authority vested in me as Mayor of the Village of Wesley Chapel in North Carolina, do hereby proclaim the week of March 6-12, 2016 as

GIRL SCOUT WEEK

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Village of Wesley Chapel, North Carolina to be affixed this 14th day of March of the year of our Lord two thousand sixteen.

Signed

Dr. David Kapfhammer, Mayor

SEAL Attest

Cheyl Bennett, Clerk



5. Dan McNally, Scoutmaster *Time Stamp 30:55*

Dan McNally, Scoutmaster of Troop 46 stated he had been asked to talk on the Eagle Scout process. A Scout comes up with a project on his own, the purpose is to learn and demonstrate leadership skills, and project management and taking responsibility. Their troop has done more than five projects at the park, including the stairway project Kyle Hrenyo did at the park. He thanked Mike Como who has helped out consistently with the Scouts. Mayor Kapfhammer thanked Mr. McNally and the scouts for all the work they did at the park and in the Village. Kyle Hrenyo spoke about his Eagle Scout project and thanked Mr. Como for his help. Originally the stairway was planned straight up the hill, then it was moved 45 degrees, and increased the price and length. He spoke to Council and they moved the staircase to the original location. He raised more than \$500 and there was 900 hours of volunteer labor, and Mr. Como was there the whole time.

COMMITTEE REPORTS

6. YOUTH COUNCIL COMMITTEE *Time Stamp 40:15*

Chairman Cody Ketchum reported on their event Saturday at the park, "Wesley Chapel's Got Talent". Seven acts played instruments and sang. They had some electrical problems, and learned logistics. Their focus is now on budget and their next event.

7. DEPUTY *Time Stamp 43:57*

Deputy Brandon Wicker noted the majority of his time is spent at Target due to shoplifters. He is out in neighborhoods as the majority of break-ins are during the day. It is very important to keep car doors locked, and take guns, keys, etc. out of your car. He also urged drivers to slow down. Time spent on one arrest is about three hours, for drunk drivers it takes 5-6 hours. Eight of the eleven larcenies were in Target. Most accidents occur in the parking lots, there are also many deer related wrecks.

8. SAFETY COMMITTEE *Time Stamp 48:43*

Chairman Jim Dale reported the committee is working on an AED program, the first defibrillator would be at town hall and they expect to train 20 people at a cost of \$90 each. The Committee is also working on National Night Out, identifying HOA presidents, and working with churches and businesses. Mr. Dale then reported on his efforts to work with the Sheriff's Department to make the reports more useful for us. He hoped to have information that would allow us to more efficiently utilize our deputy. Mr. Dale proposed a luncheon for National Police Week to identify officers who went above and beyond. Mr. Dale's background is in corporate security, with a background in security cameras and retail security.

9. PLANNING BOARD *Time Stamp 1:05:00*

Planning Board Vice Chair John Souza reported at their last meeting they: recommended 3-2 approval of amending the Future Land Use Plan for a two acre parcel as low intensity B-1; approved unanimously a request to split a nineteen acre parcel at Lester Davis Road and New Town Road into two parcels; and heard a request for a senior housing development. Concerns were heard on traffic, stormwater, density and the ordinance all together. Another issue was a sewer easement, which could either go through a right of way on backyards, or through HOA

common open space. Planning Board recommended approval 3-2, noting the developer met all requirements. It was controversial, in fact the Planning Board Chairman resigned. Suggestions are to look at traffic and stormwater issues from all zoning, and delay current/future projects. Zoning Administrator noted he gets complaints regularly on stormwater. We also need guidance on whether we should designate an area of town for senior housing, or discuss an age restricted housing cap. A joint meeting with Council will be set up.

10. PARKS AND REC COMMITTEE Time *Stamp 1:18:14*

Parks and Rec Committee members Pam King and Julie Brown reported they are working on budget requests. Ms. King requested Council review and revise the sponsorship policy back in November, the Rotary Club wants to put up a sign and there is a request for a memorial bench. As currently worded, we can't accept restricted gifts. The fountain is now working, the main breaker had been shut off. There was a problem opening the storage container at the Saturday event. Bids on dam stump removal and the band shell were recommended at the last Parks and Rec meeting, but they are not on tonight's agenda. Waxhaw Rotary Club proposed a butterfly garden to Parks and Rec who approved it and work will start this month. There were also two motions to purchase pet waste bags and clear the pond drain. Council Member Como motioned to spend \$550 to clear the drain overflow; Council Member Rodriguez seconded the motion.

The motion passed unanimously.

Council Member Como motioned to approve the \$550 purchase subject to a reference check by staff. Council Member Rodriguez seconded the motion.

The motion passed unanimously.

Pet waste bags were discussed. Council Member Como said John Lepke is the chemist and he researched the bags, the bags are two ply and biodegradable, and they surveyed a few residents at the park. Council Member Kaperonis motioned to purchase a six month supply of Mutt Mitts. Council Member Como seconded the motion. Mayor Pro Tem Kenary noted another company can provide a year's supply for \$297 compared to \$840 for Mutt Mitts, there is no stamped date on the bags to indicate they break down within 6 months, the biodegradable bags go into a trash bag that is not biodegradable, and paying three times the price is not responsible with peoples' money.

The motion passed 3-1, with Kenary voting nay.

10A. BOBCAT RENTAL

Pam King stated we have a scout willing to build a fence with donated materials, Council Member Como added we have various other tasks to do besides digging the post holes such as removing downed trees, moving other materials. Mayor Kapfhammer asked if it will complete all the tasks. Council Member Como said he will do boy scout projects the first weekend, during the week do maintenance issues, and complete scout projects the second weekend. A list of projects was requested. Council Member Como said they would do fencing at Mrs. Krueger's house and on Hwy. 84, move rip rap and hay bales, and do general trail maintenance. Mayor Pro Tem Kenary noted in July 2015 Council agreed on no further rentals of the bobcat without a list of projects, but there is still no list. The Administrator noted that anything that is new at the park for public use must be run by Union County for accessibility standards.

Council Member Como motioned to approve a week rental of the bobcat and two weekends, contingent on a detailed list of projects in 48 hours, with a budget amendment to move \$1,500 from Parks and Rec Landscaping to Equipment Rental. Council Member Kaperonis seconded the motion. Discussion was held on the bobcat rental, including a previous Parks and Rec idea to purchase a tractor. Pat Utley will create the list since the Park and Rec meeting is later on.

The motion was voted on with Kaperonis and Como voting yea, and Rodriguez and Kenary voting nay; the Mayor broke the tie by voting yes, so the motion passed 3-2.

Council Member Como motioned to spend what is left in the budget for gravel and fencing, not to exceed \$1,500; as needed, for use with the bobcat rental. Council Member Kaperonis seconded the motion. Discussion was held. Council Member Como noted there is erosion at the bridge, one piling is washing out and we need rip rap to fix it. Mayor Pro Tem Kenary noted we spent more than a million on the contract to build the park, might it be covered under warranty, and asked where the additional fencing will go, since we already have some fencing materials and asked why we don't have the fencing done that is shown on the CUP.

The motion passed 3-1, with Kenary voting nay.

Council Member Como asked where the new keys are to the storage container, noting a volunteer work day is coming up. There are two keys here at town hall, and one can be signed out as needed.

11. REPORT FROM FINANCE OFFICER *Time Stamp 1:59:22*

Finance Officer Bennett reviewed February transactions; we received taxes, zoning permits, a fee for using town hall and sales and use tax. Invoices were issued to developers for engineering fees. Expenses included utilities, land maintenance, garbage and pest control, a newspaper ad, the municipal clerk's academy and related travel, tax collection expense, fees for the Youth Council YLA, N-Focus planning and code enforcement, salaries, engineering fees for December and January, January legal fees, parks portable restrooms, dumpster pad, utilities, and landscaping, and the irrigation meter for town hall. Council Member Como asked if we reached out to the landscaper to see if they can mow the area from the stop sign to the fire hydrant quarterly, also remind them to empty all the trash containers including the one in the dog park. The Clerk will check on that.

12. APPROVE THE PREVIOUS MONTH PLANNER'S REPORT AND CODE ENFORCEMENT REPORT *Time Stamp 2:05:01*

Bill Duston reported there was a flooding complaint at Shannon Road in the County, in regards to stormwater coming from Brookmeade which we approved. He spoke to the DENR Mooresville office today, there are some violations found in a February inspection, so there is a temporary hold on all building permits for Brookmeade. There is also a stormwater problem next to the Volunteer Fire Department, our engineer will go out and take a look. Mr. Duston is pulling together a list of stormwater issues.

13. REQUEST TO AMEND FUTURE LAND USE PLAN MAP *Time Stamp 2:18:40*

Bill Duston reported on the request and Planning Board recommendation to amend the Future Land Use Plan (FLUP) designation for a 2.12 acre lot at the northwest corner of Waxhaw-Indian Trail Road and New Town Road, which is zoned R-40 to B-1. He reviewed the process to revise

the FLUP, there is no mandate to hold a public hearing but it is common practice. Discussion on the request was held. Mr. Horne the property owner had listed the land and had calls but no one was interested in it as residential. Council Member Rodriguez motioned to discuss the proposed change at a joint meeting with Planning Board. Mayor Pro Tem Kenary seconded the motion.

The motion passed unanimously.

14. CALL FOR PUBLIC HEARING TO CONSIDER CONDITIONAL ZONING
REQUEST: RIDGE AT WESLEY CHAPEL *Time Stamp 2:36:33*

Council Member Como motioned to hold a public hearing at 7 pm on April 11, 2016. The motion died for lack of a second. Council wants to first meet jointly with Planning Board and will call for a public hearing at that meeting.

A short break was held.

15. CALL FOR PUBLIC HEARING ON ZONING ORDINANCE TEXT CHANGES FOR:
ADD LEARNING CENTER, REMOVE SENIOR HOUSING EXTERIOR DESIGN
STANDARDS, AND ELIMINATE ABILITY FOR THIRD PARTIES TO SUBMIT ZONING
MAP CHANGE REQUESTS *Time Stamp 2:47:19*

Mayor Pro Tem Kenary motioned to call for a public hearing for zoning ordinance text changes for: add learning center, remove senior housing exterior design standards, and eliminate ability for third parties to submit zoning map change requests at 7 pm at town hall on April 11, 2016. Council Member Rodriguez seconded the motion.

The motion passed unanimously.

OLD BUSINESS

16. DISCUSS DRAFT OF RESIDENTS SURVEY *Time Stamp 2:49:01*

Mayor Kapfhammer stated there was not much feedback, he will get with Mayor Pro Tem Kenary and Council Member Kaperonis on their changes.

17. SURVEY DISTRIBUTION *Time Stamp 2:52:20*

Mayor Kapfhammer described that the survey will be mailed one per household, and either filled out and mailed back in or filled out on-line. After some discussion, Council Member Rodriguez motioned to send out the survey with a letter and allow on-line responses as well. Council Member Como seconded the motion.

The motion passed unanimously.

NEW BUSINESS

18. PLANNING BOARD RESIGNATION, APPOINTMENTS, CHAIR *Time Stamp 3:01:40*

Mayor Pro Tem Kenary motioned to accept John Grexa's resignation from Planning Board. Council Member Rodriguez seconded the motion.

The motion passed 3-1 with Como voting nay.

Mayor Kapfhammer reported John Souza agreed to chair the meetings as vice chair through June 2016.

Council Member Rodriguez motioned to move Michael Kenary from alternate to regular member, and appoint Deb Bledsoe and Amanda Fuller as Planning Board alternate members. Council Member Como seconded the motion.

The motion passed unanimously.

19. COUNCIL MEMBER ATTENDANCE AT COMMITTEE MEETINGS *Time Stamp 3:06:31*

Council Member Rodriguez motioned that no council member or mayor can attend any committee meetings; if committee has an immediate need they can email a specific council member but must copy all other council members on the email; if non-emergency the committee can address the council at our regularly scheduled meeting. Council Member Como stated this won't work for Parks and Rec until we get a part time employee. Council Member Rodriguez stated he wanted to give Parks and Rec the opportunity to do this themselves on their own. Mayor Pro Tem Kenary seconded the motion. Mayor Kapfhammer reported Pat Utley asked to allow Mike Como to continue to do work at the park for some time. Mayor Pro Tem Kenary rescinded her second. Council Member Rodriguez amended his motion to add that Mike Como can work with Parks and Rec until May 31, 2016. Mayor Pro Tem Kenary seconded the amended motion.

The motion passed unanimously.

20. DONATION OF FUNDS TO AGENCY IDENTIFIED FROM 2015 YCC 5K *Time Stamp 3:14:15*

People who registered for the 2015 5K had been told their registration fees were to benefit the Carolina's Hematology Research Fund at CMC. Mayor Pro Tem Kenary motioned to donate the \$1,878 received in the January 2015 5K registration fees to Carolina's Hematology Unit at CMC. The motion died for lack of a second.

CMC had offered their services at no charge to the event because they expected a donation from the event, and we have made a donation to Turning Point and not recouped our expenses from other events.

21. MULTIPLE MEETINGS AT ONE TIME *Time Stamp 3:18:00*

Council Member Rodriguez noted we had two meetings at the same time and people complained they could not attend both meetings. He motioned that we not have multiple meetings going on at the same time and day at town hall. The Clerk noted Board of Adjustment and Parks and Rec are scheduled to have meetings on the third Monday of the month. Council Member Rodriguez amended his motion to do this to the best of our abilities. Council Member Kaperonis seconded the motion, and then rescinded his second. The motion died.

22. DISPOSAL OF FURNITURE *Time Stamp 3:21:40*

Mayor Pro Tem Kenary noted we had donated some other old furniture a while back, and we still have old chairs and desks sitting in the storage room. Council Member Como agreed on donating the chairs, but wanted to keep the extra desks. Notice will be given before the effective date of the Resolution. Mayor Pro Tem Kenary motioned to adopt the Resolution Authorizing the Disposition of Certain Personal Property By Donation, excluding the desks. Council Member Como seconded the motion.

The motion passed unanimously.

**Village of Wesley Chapel, NC Resolution 2016-01
Resolution Authorizing the Disposition of Certain Personal Property
By Donation**

WHEREAS the Council of the Village of Wesley Chapel, NC desires to dispose of certain surplus property of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL THAT:

1. The following described property is declared to be surplus to the needs of the Village :
Six high back cushioned rolling chairs
Two low back cushioned rolling chairs
One pole lamp
2. The Village Administrator is authorized to dispose of the described property by donation to Turning Point.
3. The Village Administrator shall post public notice summarizing this resolution on the Village website.
4. The donation may be consummated not earlier than 10 days from the date of publication.

Effective date of Resolution is March 22, 2016.

Mayor Dr David Kapfhammer

Attest:

Village Clerk, Cheryl Bennett

23. SECURITY CAMERAS Time *Stamp 3:26:25*
Council Member Rodriguez suggested we might want security cameras at the public entrance, vestibule, and hallway to the offices at town hall. Council Member Rodriguez motioned to have Mr. Dale from the Safety Committee look into the feasibility of security cameras at the park and town hall. Council Member Como seconded the motion.
The motion passed unanimously.

24. YOUTH LEGISLATIVE ASSEMBLY Time Stamp 3:29:32

Mayor Kapfhammer noted the Youth Council Committee will send a member to the Assembly held April 1-3, 2016 in Raleigh. Only one Youth Council Member could attend. Since Council Member Kaperonis' son is attending, Council Member Kaperonis volunteered to attend as a chaperone.

25. APPROVE WRITTEN POLICIES Time Stamp 3:33:53

Mayor Pro Tem Kenary motioned to incorporate the attached policies into our current policy and procedure handbook; once added, a completed policy handbook is to be distributed to all. The motion was rescinded.

Mayor Pro Tem Kenary motioned to adopt the following policy:

Contacting village attorney

It shall be the policy of the Village, that only Elected members of council, the Village Planner, Clerk, Finance Officer and Administrator may contact the Village Attorney. No member of a Committee or Board may contact the Village attorney regarding village business.

Council Member Rodriguez seconded the motion.

The motion passed 3-1, with Como voting nay.

Mayor Pro Tem Kenary motioned to adopt the following policy:

Village Finances

The Village Finance Officer is in charge of all Village Finances. The Village Finance Officer has the right to refuse any expense turned in that in their sole discretion is in excess of the Village purchasing policy regarding purchases, that has not expressly been approved by Council and applied as so approved. Upon receipt of a request to pay funds that have not been approved by Council, the reimbursement application shall be recorded in a report to the Council for review at their next regular meeting. If after the Village Council reviews the request for payment, it determines that the reimbursement is denied, the Council member may not be reimbursed. If the Village council determines that the reimbursement is approved, the Council member will be reimbursed.

*All purchases must go through the Village Finance Officer **before** purchase and the Village Finance Officer will handle all purchases that are with vendors and credit cards. Village Accounts may only be opened with the Village Finance Officer's name and only she may sign for the merchandise. The Village Finance Officer may appoint a person to receive items off site providing valid proof of the delivery can be properly obtained.*

Only Council may approve the opening of a credit card on behalf of the Village. No credit card may be opened in any single Council members name unless Council adopts a policy that Council members shall have expense accounts. Expense Accounts are addressed elsewhere in the policy handbook. Any credit card opened by any single member of Council shall be voided upon discovery, regardless of whose behalf it was opened for. This applies to all current and future accounts. The Village Finance Officer has express authority to close accounts as she deems appropriate.

An email report of any accounts authorized by Council shall be reported monthly to Council. Only the Mayor, Mayor Pro Tem and the Village Finance Officer may sign for any service or

expense on behalf of the Village. The policy regarding Contracts is covered elsewhere in the Policy handbook. This policy does not override or undermine any state mandates and statutes that may be in place at the time of adoption. The policy shall be reviewed periodically to ensure it is in compliance with all laws in the state of NC.

The Village Finance Officer in their sole discretion may direct staff to assist them as they deem necessary.

Credit card accounts were discussed – we have an account with Lowes and Council Member Como has a card, which was useful when the park was first opening, and which will be cancelled. We also have an account with Blue Max. Council Member Como pointed out instances where it may not be practical to get approval for purchases beforehand. The motion died for lack of a second. Mayor Pro Tem Kenary will get more input and revise the policy for next month.

Mayor Pro Tem Kenary motioned to adopt the following policy:

Eagle Scout Projects

An approved list of projects shall be available for potential Eagle Scout projects on the Village website. Scouts wishing to do their Eagle Scout project should reference this list.

Prior to a Boy Scout doing an Eagle Scout project on behalf of the Village, they will contact the Village Administrator and Planner for direction of what approvals may need to be obtained and from whom.

-Eagle Scouts should provide the Village clerk with the proposed plans of the project. Clerk will advise the candidate of the Council meeting schedule so they can plan on attending to present their project to Council. The completed beneficiary paperwork should be included in the booklet.

-The Eagle Scout candidate should be in full class A uniform.

-If a Scout is providing a suggested alternative project than those on the list, the candidate should be prepared to provide additional information of how they came to choose their project, and why this project should take precedence to those listed.

The Eagle Scout should plan to attend another Council meeting at the completion of their scout project. At this meeting the scout should describe what they learned during completing their project, their fundraising for the project, if applicable, whether their fundraising was successful and what other sources / resources were used to complete their project.

Council Member Rodriguez seconded the motion. Council felt there should be a list and it would lift the Eagle Scout projects up with the dignity of appearing before Council and provide public recognition for their accomplishments. Council Member Como felt this was designed to remove him from the equation and we heard that the Scouts like his help. Council did not think this would remove him from the equation.

The motion was voted on, with 2 yeas (Kenary and Rodriguez), and 2 nays (Como and Kaperonis); the Mayor voted yea and the motion passed 3-2.

Mayor Pro Tem Kenary motioned to adopt the Mail policy. Council Member Rodriguez seconded the motion. He noted he asked about this at the School of Government class, and they noted it is a protection for us. Personal mail was discussed. The second was rescinded. Mayor Pro Tem Kenary motioned to adopt the Mail policy without the last sentence regarding personal and/or confidential mail. Council Member Rodriguez seconded the amended motion.

The motion passed 3-1, with Como voting nay.

The adopted policy is:

Mail

It is understood that the Office of the Village located within the Wesley Chapel Town Hall is a place of business and not a private residence. It is also understood that keeping with the common practices of the duties of the Clerk, along with the requirements of those duties to safeguard public records, it shall be the policy of the Village that all mail that is addressed to and received at the Village office is opened by the Village Clerk, and distributed to the appropriate recipient, regardless of any elected officials name that the correspondence may have.

26. APPOINT MAYOR AS LIAISON TO UNION COUNTY BOARD OF EDUCATION

Time Stamp 4:01:59

Mayor Kapfhammer said he did not have the time to undertake this responsibility. Mayor Pro Tem Kenary motioned to appoint Council Member Kaperonis as the liaison to the Union County Board of Education. Council Member Rodriguez seconded the motion.

The motion passed unanimously.

The Clerk will advise the Board of Education by letter.

27. YOUTH COUNCIL EVENT *Time Stamp 4:05:30*

Mayor Pro Tem Kenary reported that at the Youth Council Event on Saturday no electricity was available; and there was no key available to the breaker box nor to the storage container locks, (one lock had a broken key in it), and cords were needed for a generator that was obtained.

Council Member Kaperonis called Council Member Como and left a message. Ultimately the locks were cut off to open the container. John Lepke arrived with a key to the electric panel, the main breaker had been turned off for no apparent reason. Despite the problems, the youth and performers enjoyed the event. Council Member Como got quotes from \$150 to \$300 to fix the storage container. Mayor Pro Tem Kenary motioned to spend up to \$200 to repair the container. Council Member Rodriguez seconded the motion.

The motion passed 3-1 with Como voting nay.

All keys to the park will be given to the Clerk.

ENDING ITEMS

28. COUNCIL COMMENTS *Time Stamp 4:16:33*

Council Member Como asked for a key to the storage container for the upcoming volunteer day, the key can be signed out. He asked that we request a better looking dumpster for the park, and that the old storage container locks be given to him for re-use.

Council Member Como reported the bidder on the band shell offered to come down in price to \$82,500 because the electricity had already been run from the transformer over to the band shell; also that we need a better sound system. Council Member Rodriguez preferred to re-bid with bid components since the other non-qualifying bid was much lower. Council Member Como motioned to go ahead with the \$82,500 bid due to the change in electrical. The Finance Officer noted we have not yet budgeted for the item. The motion died for lack of a second. Council Member Rodriguez motioned to re-bid the band shell with more breakout, such as wood, concrete, and electric, and for the attorney to re-write the bid. Mayor Pro Tem Kenary seconded the motion.

The motion passed 3-1, with Como voting nay.

Council Member Rodriguez noted the Parks and Rec Committee serves at the pleasure of Council, they are an advisory council, they are passionate about the park, but this is not a personal thing, we need to work together to accomplish things and there needs to be a line of communication. Mayor Pro Tem Kenary concurred, recommendations come to council, and perhaps it warrants a second joint meeting with Parks and Rec. Council Member Como noted many people on Parks and Rec are ready to quit.

20. ADJOURNMENT *Time Stamp 4:30:50*

Mayor Pro Tem Kenary motioned to adjourn; Council Member Rodriguez seconded the motion.

The motion passed unanimously.

The meeting ended at approximately 11:40 p.m.

Respectfully submitted,

Cheryl Bennett, Clerk

Mayor Dr. David Kapfhammer