

**Town of Mineral Springs**  
**Electronic Meeting via Zoom**  
**Meeting ID#762 323 8311**  
**Mineral Springs Town Council**  
**Regular Meeting**  
**September 10, 2020**  
**7:30 P.M.**

**AGENDA**

**ATTENTION:** Due to COVID-19 and for the personal safety of the public, town employees, and town council, this meeting will be conducted virtually. In order to comply with the open meetings law, the town is providing you with the ability to attend this meeting virtually via Zoom by calling one of the following numbers 1-346-248-7799 US (Houston), 1-669-900-6833 US (San Jose), 1-929-205-6099 US (New York), 1-301-715-8592 US, or 1-312-626-6799 US (Chicago) or by visiting <https://us02web.zoom.us/j/7623238311>. The meeting ID# is 762 323 8311 for either method (phone or web).

**1. Opening**

The meeting will be called to order and roll call will be conducted.

**2. Public Comments**

The town council will hear comments from members of the public on any matters of interest to them during this ten-minute period.

**ATTENTION:** Public comments will be taken virtually via Zoom as described above. If you wish to sign up to speak at this meeting, please contact Town Clerk Vicky Brooks at 704-289-5331 (text or voice) or by email at [msvickybrooks@aol.com](mailto:msvickybrooks@aol.com) by 2:00 p.m. September 10, 2020.

**3. Consent Agenda – Action Item**

- A. August 13, 2020 Regular Meeting Minutes
- B. July 2020 Tax Collector's Report
- C. July 2020 Finance Report

**4. Appointment of Western Union Municipal Alliance Delegates – Action Item**

Council will appoint the delegate and alternate to the WUMA.

**5. Western Union Municipal Alliance Support Staff – Action Item**

The council will consider approving the funding for the deputy clerk to be the secretary for the Western Union Municipal Alliance when Mineral Springs is the host of the monthly meeting.

**6. Proclamation for Constitution Week – Action Item**

Mayor Becker will seek the council's approval to proclaim September 17<sup>th</sup> through the 23<sup>rd</sup>, 2020 as Constitution Week.

**7. Consideration of Approving an Agreement with Taylor and Sons – Action Item**

The council will consider an annual agreement with Taylor and Sons for the landscaping of town hall.

**8. Social Security Withholding Deferral – Action Item**

The council will consider whether or not to instruct our payroll provider to defer employee Social Security withholding for the months of September through December 2020.

**9. Staff Updates**

The staff will update the council on any developments that may affect the town.

**10. Other Business**

**11. Adjournment**

**Minutes Draft of the  
Mineral Springs Town Council  
Regular Meeting via ZOOM  
August 13, 2020 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Regular Session in a virtual meeting via ZOOM, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, August 13, 2020.

Present: Mayor Frederick Becker III, Mayor Pro Tem Valerie Coffey, Councilman Jerry Countryman, Councilwoman Lundeen Cureton, Councilwoman Bettylyn Krafft, and Councilwoman Peggy Neill.

Absent: Councilwoman Janet Critz.

Staff Present: Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin, and Deputy Town Clerk Janet Ridings.

Visitors: None.

**1. Opening**

With a quorum present at 7:37 p.m. on August 13, 2020, Mayor Frederick Becker called the Regular Town Council Meeting to order.

Town Clerk Vicky Brooks did the roll call of those present [as shown above].

**2. Public Comments**

There were no public comments; no requests for public comments were received via text or email.

**3. Consent Agenda – Action Item**

Councilwoman Neill motioned to approve the consent agenda containing the renumbering of page numbers on the June 11, 2020 regular meeting minutes from 90 thru 99 to 98 thru 104 and the June 18, 2020 special meeting minutes from 97 thru 99 to 105 thru 107, the July 9, 2020 regular meeting minutes, the June 2020 tax collectors report, and the June 2020 finance report and Councilwoman Krafft seconded. The motion passed unanimously.

**4. 2020 Property Tax Order of Collection – Action Item**

Mayor Becker explained the town had the settlement for last year and all the prior years' the county is responsible for. Mayor Becker has verified it with his deposits, and everything seems to balance; therefore, he recommends approval of the settlement if the council did not see any problem with it.

Councilwoman Krafft motioned to approve the Union County Tax Settlement and prior years' settlements and Councilwoman Cureton seconded. The motion passed unanimously.

Mayor Becker explained the council would need to approve the tax charge for the Union County Tax Collector with the charge being \$67,560.94, which is subject to change as discoveries and abatements are posted during the course of the year.

Councilwoman Neill motioned to approve the Union County Tax Charge in the amount of \$67,560.94 and Councilwoman Coffey seconded. The motion passed unanimously.

**5. Prior Years' Tax Settlement and Write-Offs – Action Item**

Mayor Becker explained the council needed to approve the settlement (there is no charge) for the year's 2010 and 2011, which were prepared by Ms. Ridings. Mayor Becker further explained the

town was almost near the end of those back taxes between Ms. Ridings' collections and a few small write-offs. The balance carrying forward to next year is \$28.64.

Councilman Countryman motioned to approve the Mineral Springs Tax Settlement and Councilwoman Krafft seconded. The motion passed unanimously.

## **6. Nuisance Ordinance Discussion – Action Item**

Mayor Becker explained he had gone to the county workshop at the AG Center last Thursday and apropos of the discussion of wells, the Director of Environmental Health went up to him and Mayor Callis of Weddington to ask about wells and in the course of the discussion it came to his attention that the county has a solid waste ordinance. It is a comprehensive solid waste ordinance. The director told Mayor Becker the county could not enforce their solid waste ordinance in a municipality, which is what the town has heard for twenty years. Mayor Becker told the director about the ordinance the town adopted in 1999 adopting all Union County Ordinances, which were to be enforced as part of our Code of Ordinances and the director was not aware of it. Mayor Becker explained from experience (Ms. Brooks can verify it), we have been told many times the county did not do solid waste. After Mayor Becker talked with the director and Ms. Brooks, he looked up the information and it looked good, which he discussed with Ms. Brooks and then emailed Tracy Colley, Director of Environmental Health. During a conversation Mayor Becker had with Ms. Colley, she believed it could be enforced after all; this has been dragging on all these years, the communication never seemed to operate properly between the town and the county. Mayor Becker explained he thought the town had gotten it resolved with most of the law enforcement-based regulations and ordinances; he delivered copies of the resolution to Sheriff Cathey on more than one occasion; this is one that fell through the cracks, but there are no fingers to point. It does look like the town can turn over any of those solid waste complaints (trash bags, large items, junk) to the county. The person complaining could be contacting Union County Environmental Health and they have a process similar to what our process is in terms of investigating the violation, notifying the possible violator, and certain timelines.

Mayor Becker recommended, based on the verification he received that Environmental Health understands that the town wants them to enforce it, that the town does not have to enforce solid waste with an independent ordinance. Mayor Becker believed the county could do a better job that is more comprehensive that he expected.

Ms. Brooks mentioned there were some concerns about swimming pools that are not addressed by the county, so the council may want to move forward with that and have N-Focus write something on that.

Mayor Becker mentioned Ms. Brooks had one complaint this year about a stagnant nasty unused swimming pool.

Ms. Brooks concurred and explained over the course of time she had only received two complaints about swimming pools.

Councilman Countryman felt it was a waste of time to write an ordinance to deal with two issues in 20 plus years.

Mayor Becker commented he did not know if there was another mechanism in place. Most swimming pools that we are seeing (Ms. Brooks does issue a lot of swimming pool permits) are in the larger neighborhoods where they have HOA's who would be the first ones to enforce things like that. Otherwise, it has been two in the whole time we have been doing this, so it is up to the council to give Ms. Brooks direction. Mayor Becker noted that Councilman Countryman had made a suggestion.

Councilwoman Coffey suggested while the council was doing this, even though it has only been two, it could become a bigger problem at any time and then they would be looking at trying to do a "knee jerk" reaction to it. Since it is being done, why not put the language in it, because it makes

sense to have it in there. Councilwoman Coffey explained she didn't have anything against pools, but if it is a problem with standing water and nastiness, it needs to be dealt with and any enforcement that we have in place is going to be better for the people.

Councilwoman Krafft explained she knew we had only two and may not have any more going forward, however, as we go through the ordinances and find missing things that Ms. Brooks does not have information on or something to follow through, it would not hurt to go ahead and be proactive.

Councilwoman Neill agreed with Councilwomen Krafft and Coffey. If the town has the opportunity to add the language, this is the appropriate time to do so.

Councilwoman Krafft motioned to get the verbiage written. [There was no second or vote on this motion].

Ms. Brooks clarified this would not be in the development ordinance, it was a separate new nuisance ordinance that it would fall under.

## **7. Consideration of Agreements with N-Focus – Action Item**

Mayor Becker explained the only thing that would be in the Nuisance Ordinance would be a swimming pool ordinance if the council opts to enter into an agreement with N-Focus for them to write it and the council adopts it.

Councilman Countryman expressed concerns about going back to N-Focus to initiate another contract and paying them to write the ordinance and then in the event of a complaint where they will charge the town to do the initial investigation. Would the town be paying them on a monthly basis or on an issue basis?

Ms. Brooks responded on an issue basis.

Councilman Countryman clarified other than paying them for the contract to write the policy, the town would only pay them when they have to do some work.

Ms. Brooks stated that was correct.

Mayor Becker explained the proposal from N-Focus was \$280.00 to prepare the language, which could be adopted next month, and they were proposing \$125.00 an hour with a lot of other provisions, but it is all inclusive. Mileage is door-to-door. Ms. Brooks could work with Patti and John and the fines might be a little higher on this than they are with our conventional zoning, because we could establish a fine schedule that might cover more of that enforcement action that the town will have to pay N-Focus.

Ms. Brooks stated she could talk with Patti and John about that.

Mayor Becker clarified there was nothing for the council to adopt on the ordinance or the enforcement contract until they adopt the ordinance, at which point he could produce a budget amendment to appropriate funds for the estimated costs of enforcement. It would be in the planning department.

Councilwoman Krafft motioned to move forward with N-Focus to write/draft an ordinance for swimming pools.

Councilwoman Neill clarified this was to draft an ordinance.

Mayor Becker concurred.

Councilman Countryman explained the council was going to review it.

Mayor Becker explained the council might not adopt it next month, it may take another, but at least they will do it and the council will have something on the agenda next month in the process.

Councilman Countryman seconded the motion by Councilwoman Krafft to move forward with N-Focus to write/draft an ordinance for swimming pools. The motion passed unanimously.

Mayor Becker stated they will move forward with that and he will work with Ms. Brooks on the fees and see what kind of budget might need to be allocated.

## **8. Formation of a Western Union Municipal Alliance – Action Item**

### MEMO

**To:** Mineral Springs Town Council  
**From:** Rick Becker  
**Date:** August 5, 2020  
**Subject:** Western Union Municipal Coalition

The municipalities of Weddington and Wesley Chapel recently expressed interest in reviving and formalizing a group to represent the interests of some of the municipalities in western Union County. Currently, the mayors of Weddington, Wesley Chapel, Marvin, Stallings, and Mineral Springs have decided to ask our governing boards to adopt the accompanying resolution and interlocal agreement.

Initially, the mayors (or acting mayors) are expected to serve as delegates. Once all parties have signed on to the agreement, each of the participating municipalities will consider appointing an alternate delegate. That appointment will be made at a future town council meeting.

Mayor Becker referred to his memo [as shown above] and explained there have been alliances before. This alliance was sparked by the need for ETJ and it has been discussed with Mayor Callis and Councilman Fuller from Wesley Chapel, Councilman Perryman from Weddington, and a few others. Now with the county's proposed comprehensive plan where they may be deferring a little more to municipalities, municipalities may not need to push the county for ETJ, but it seems that this alliance might be a good idea.

The Interlocal Agreement was pulled by the Weddington lawyer from a North Mecklenburg municipal coalition with a few provisions taken out, because the Western Union Municipal Alliance is less involved. Mayor Becker hoped that the agreement did not raise any red flags for Attorney Griffin.

Mayor Becker volunteered to be the delegate, at least for the first meeting. It might be nice if Mayor Becker could get a delegate and alternate that was not him. One of the problems is that Mayor Callis and Councilman Fuller thought daytime lunch meetings once a month might be best for them and most of the members of the group agreed with that, which could be a problem for some of our council members who work during the day.

Councilman Countryman volunteered to be the alternate.

Mayor Becker explained they did not know for sure until they have had their first meeting, so he told them he was not ready to make a council member commit to being the delegate yet. Mayor Becker will go to the first meeting and report back.

Councilman Countryman asked Mayor Becker to keep him advised of the meeting date, so he could attend with him if possible.

Mayor Becker responded absolutely he would, and he appreciated Councilman Countryman jumping in on this.

Mayor Becker asked for a motion to adopt the resolution.

Councilwoman Coffey motioned to adopt the resolution to create the municipal organization and Councilwoman Cureton seconded. The motion passed unanimously.

The resolution is as follows:

**TOWN OF MINERAL SPRINGS**  
**RESOLUTION OF INTENT TO CREATE AN INTERLOCAL AGREEMENT**  
**FOR THE FORMATION OF A REGIONAL ORGANIZATION**

**R-2020-06**

**WHEREAS**, elected officials and staff from the towns of Weddington, Mineral Springs, and Stallings and villages of Wesley Chapel and Marvin have met and discussed regional planning, transportation and other issues that are common to all of the jurisdictions; and

**WHEREAS**, the region can accomplish more by joining together to resolve our common issues and create and advocate for solutions beneficial to all jurisdictions; and

**WHEREAS**, the formation of the Western Union Municipal Alliance and the creation of an Interlocal Agreement among the towns of Weddington, Mineral Springs and Stallings and villages of Wesley Chapel and Marvin is desired to continue the collaborative efforts on our regional issues.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Mineral Springs does hereby endorse the creation of an Interlocal Agreement among the towns of Weddington, Mineral Spring and Stallings and villages of Wesley Chapel and Marvin for the formation of the Western Union Municipal Alliance.

**Adopted** this 13th day of August, 2020.

\_\_\_\_\_  
Frederick Becker III, Mayor

ATTEST:

\_\_\_\_\_  
Vicky Brooks, CMC, NCCMC

Councilman Countryman motioned to create the Interlocal Agreement and Councilwoman Neill seconded. The motion passed unanimously.

The Interlocal Agreement is as follows:

**STATE OF NORTH CAROLINA**

**COUNTY OF UNION**

**AN INTERLOCAL AGREEMENT BETWEEN THE TOWNS OF WEDDINGTON, MINERAL  
SPRINGS, AND STALLINGS AND VILLAGES OF WESLEY CHAPEL AND MARVIN  
CREATING THE WESTERN UNION MUNICIAPL ALLIANCE**

This Interlocal Agreement is entered into the date and year of its last execution by and between the Town of Weddington (hereinafter Weddington), the Town of Mineral Springs (hereinafter Mineral Springs), the Town of Stallings (hereinafter Stallings), and the Village of Wesley Chapel (hereinafter Wesley Chapel), and the Village of Marvin (hereinafter Marvin) individually a Party or collectively referred to herein as the "Parties", all of which are municipal corporations organized under the laws of the State of North Carolina.

**WITNESSETH**

**Article 1. Authority**

- a. North Carolina General Statute 160A-461 permits one or more units of local government to enter into contracts or agreements with each other in order to execute any undertaking. To this end, North Carolina General Statute 160A-462 authorized such units of local government to establish a joint agency charge with any or all of the responsibility for the undertaking.

- b. Weddington, Mineral Springs, Stallings, Wesley Chapel and Marvin are each municipal corporations organized under the laws of the State of North Carolina, having the powers, duties, privileges, and immunities conferred by law on towns in North Carolina.

**Article 2. Purpose**

- a. The purpose of this Agreement is to establish an Interlocal agreement for the purposes as set forth herein.

**Article 3. Name**

- a. The name of the agency created under this Agreement shall be the Western Union Municipal Alliance (hereinafter "Alliance").

**Article 4. Objectives**

- a. The objective of the Alliance is to study, investigate, advocate for and promote regional issues affecting the towns in the Western Union County area, including land use planning, transportation concerns, economic development and other issues that affect the quality of life of the citizens of Western Union County.

**Article 5. Governance**

- a. The Alliance shall consist of two representatives from each Town comprised of one (1) appointed delegate by the governing board of each Party and one (a) alternate by the governing board of each Party. If other Parties are added to this Agreement, such Party shall have a similar number of representatives. Any actions required herein by the Parties shall be taken by the governing board of each such Party. In the event the designated members are unable to attend meetings, alternates may be designated by that Party.
- b. The members of the Alliance shall, from time to time, designate a time and place of meeting, it being contemplated that the Alliance shall meet monthly, and that the hosting Town shall rotate monthly. The Town hosting the Alliance shall be responsible for giving such notices of the meeting as may be required under the Open Meetings law of North Carolina. A quorum of members (presently consisting of at least three (3) of the members) shall be required to hold a meeting. Designated alternates to regular members shall be counted in determining a quorum.
- c. The Alliance shall elect one of its members as Chairperson of the Alliance to serve on an annual basis. The Chairperson shall be selected from a town that is a Party to this Agreement as determined by a vote of the members of the Alliance.

**Article 6. Voting**

- a. The Alliance shall operate by majority vote of those members present and constituting a quorum as defined in Article 5 herein. In the case of a vote that results in a tie, the items shall be considered again at the next regularly scheduled meeting.
- b. Each Town that is a Party to this Agreement reserves the right to specifically not authorize the Alliance to represent its interests before any legislative body, board, administrative hearing, media communication or such other occasion in which the Alliance is asked, invited, or required to attend, or on any particular matter.

**Article 7. Staff, Funding**

- a. It is understood that the Alliance is primarily for the purpose of discussion and recommendation and accordingly will operate without a dedicated staff and that it will not have any separate funding, unless and until this Agreement is amended by the affirmative vote of each of the Towns who are party to this Agreement.

**Article 8. New Members**

- a. New member Towns may be added to the Alliance based on their request and the approval of the Alliance and approval by an affirmative vote of all the Parties. If a new member is added, this Agreement will be amended to reflect such new member and that member shall become a Party.

**Article 9. Term**

- a. This Agreement become effective upon the date of ratification by resolution of the last of the Parties to so ratify this agreement, and shall terminate at a date that is ten (10) years after such ratification, unless sooner terminated



by mutual agreement of the parties or upon the withdrawal of all Parties save one, as hereafter provided. This Agreement may be continued for any additional period by a majority vote of the Parties.

**Article 10. Nonbinding Effect**

- a. Decisions made by the Alliance are not intended to bind, be meant to bind, nor to be interpreted to bind the Parties to this Agreement. It is understood that any actions taken by the Alliance are recommendations only unless or until such recommended action is voted in the affirmative and approved by the Governing Boards of all the Parties of this Agreement.

**Article 11. Withdrawing**

- a. A Party may withdraw from this Agreement effective at any time by giving the other Parties sixty (60) days notice of its intent to withdraw. Any expensed incurred by such withdrawing Party up to the effective date of withdrawal shall remain the responsibility of such withdrawing Party. Such notice shall be sent to each Party's members on the Alliance.

Adopted by each Party on the date and year as indicated below, to be effective on the date of last adoption.

Town of Weddington  
Village of Wesley Chapel

Town of Mineral Springs  
Village of Marvin

Town of Stallings

**9. 2020 Meeting Schedule Discussion – Action Item**

Mayor Becker asked the council how they felt about virtual meetings vs. in-person meetings.

Councilwoman Coffey responded she thought the meetings should stay virtual until further notice, because we do not know which way this COVID is going. People are not responsible and doing what they need to do, and it is causing some serious conflicting casualties, so if we protect ourselves, it is for the benefit of our town's people. Councilwoman Coffey thought it was in our best interest.

Mayor Becker explained the town was semi-exempt, but if the Governor's order does make a suggestion or requirement, it gives the town guidance and our next meeting is September 10<sup>th</sup>, when we think we may still be in phase two, because the Governor's recent order doesn't even expire until the 11<sup>th</sup>, so it is like we would be in bad faith. Mayor Becker agreed with Councilwoman Coffey on "until further notice." Mayor Becker further explained in his monthly Parks and Rec meetings everything (activities/events) is being cancelled by the municipalities; it is worrisome, but it is what it is.

Councilwoman Krafft agreed the council should stay with Zoom until they figure out what is going on.

Councilwoman Neill commented she would like for the council to be meeting in-person, but she would go along with the consensus of the council.

Councilwoman Cureton agreed the council should continue what they are doing, it is safer for everybody.

Councilman Countryman did not have any issues with the council meeting on Zoom.

Councilman Countryman motioned to keep the virtual meeting going for now and Councilwoman Krafft seconded. The motion passed unanimously.

Ms. Brooks asked if the council wanted this item to remain on the agenda for next month.

Councilman Countryman suggested until the first of the year or before if it was directed.

Mayor Becker commented the council did not have to wait until the first of the year, they would make that decision every month anyway. Mayor Becker thought that was what Councilwoman Coffey said “until further notice”, which is probably what it is going to end up being, but of course they could still have another meeting and if there is anything that changes they have the option.

Councilman Countryman liked “changing it at that time.”

Councilwoman Coffey explained she thought the council should table it indefinitely and just let it stay as it is.

Councilwoman Neill suggested saying “we continue to have our meetings via Zoom until it is so determined by conditions set forth in the State and our area.”

Ms. Brooks stated she just wanted to know if the council wanted to continue to have this on the agenda every month.

Councilman Countryman and Councilwoman Coffey responded “no”.

Ms. Brooks suggested if we go into phase three, it will go back on the agenda.

Mayor Becker suggested to wait to see where the numbers are and where we should be going. “Until further notice” and do not put it on as an agenda item next month. Mayor Becker guessed that was what was reflected in the motion.

Councilman Countryman agreed.

#### **10. Consideration of the 2019-2020 Audit Contract – Action Item**

Mayor Becker explained the audit contract is written by the Local Government Commission, so Ms. Gangal does not have a lot of choice. The only thing is the amount and the amount is \$4,730.00, which is what was budgeted for the fiscal year 2019-2020 audit.

Councilwoman Neill motioned to approve the audit contract with Kendra Gangal and Councilwoman Coffey seconded. The motion passed unanimously.

#### **11. Staff Updates**

Ms. Brooks informed the council that there will be an in-person Board of Adjustment meeting in September and there was one held a couple months ago. Everyone had to wear a mask and stay 6 feet apart; it was a small group.

Mayor Becker asked if Ms. Brooks would be using the thermometer and the questionnaire for this meeting.

Ms. Brooks responded they would be using them now that those things are on hand.

Mayor Becker stated for the record those steps had been taken and therefore that Board of Adjustment meeting will follow the same protocols that any public use of the town hall would follow.

Mayor Becker explained Attorney Griffin was asking if the original motion had specific direction on when to end virtual meeting or if was left open-ended.

Ms. Brooks responded it was “until further notice.”

Mayor Becker commented it was open-ended and said to continue Zoom until August, so that item had to be put on the agenda, because the council did not say “until further notice” [in July]. Now the council is saying “until further notice.” [This was a clarification for Attorney Griffin].

**12. Other Business**

There was no "Other Business".

**13. Adjournment** – Action Item

At 8:06 p.m. Councilman Countryman motioned to adjourn the meeting and Councilwoman Neill seconded. The motion passed unanimously.

The next regular meeting will be on Thursday, September 10, 2020 at 7:30 p.m. via Zoom.

Respectfully submitted by:

\_\_\_\_\_  
Vicky A. Brooks, CMC, NCCMC, Town Clerk

\_\_\_\_\_  
Frederick Becker III, Mayor

DRAFT

JULY 2020  
TOWN OF MINERAL SPRINGS  
PERCENTAGE REPORT

<b>JULY 31, 2020 REGULAR TAX</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
BEGINNING CHARGE	1,414.24	67,890.03	67,284.39	65,386.57	61,537.39	62,152.50
TAX CHARGE	67,560.94					
PUBLIC UTILITIES CHARGES						
DISCOVERIES						
NON-DISCOVERIES						
RELEASES	(4.80)					
<b>TOTAL CHARGE</b>	<b>68,970.38</b>	<b>67,890.03</b>	<b>67,284.39</b>	<b>65,386.57</b>	<b>61,537.39</b>	<b>62,152.50</b>
BEGINNING COLLECTIONS		67,442.92	67,197.63	65,311.21	61,471.35	62,120.45
COLLECTIONS - TAX	333.44	45.81	1.18	0.63		
COLLECTIONS - INTEREST		3.05	0.58	0.15		
<b>TOTAL COLLECTIONS</b>	<b>333.44</b>	<b>67,488.73</b>	<b>67,198.81</b>	<b>65,311.84</b>	<b>61,471.35</b>	<b>62,120.45</b>
BALANCE OUTSTANDING	68,636.94	401.30	85.58	74.73	66.04	32.05
<b>PERCENTAGE OF REGULAR</b>	<b>0.00</b>	<b>0.99</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>COLLECTION FEE 1.5 %</b>	<b>5.00</b>	<b>0.73</b>	<b>0.03</b>	<b>0.01</b>	<b>-</b>	<b>-</b>

## Mineral Springs Prior Years Property Tax Report July 2020

July 31, 2020	2011	2010		
<b>BEGINNING CHARGE</b>	<b>\$64,878.42</b>	<b>\$64,737.60</b>		
PUBLIC UTILITIES	\$1,319.20	\$1,251.60		
MINIMAL RELEASES	(\$145.21)	(\$152.88)		
DISCOVERIES	\$61.82	\$321.61		
ABATEMENTS (RELEASES)	(\$301.25)	(\$473.88)		
<b>TOTAL CHARGE</b>	<b>\$65,812.98</b>	<b>\$65,684.05</b>		
PREVIOUS COLLECTIONS	\$65,765.76	\$65,644.86		
<b>PREVIOUS BALANCE DUE</b>	<b>\$19.54</b>	<b>\$11.51</b>		<b>\$31.05</b>
COLLECTIONS - TAX		\$2.22		\$2.22
COLLECTIONS - INTEREST/FEES		\$2.30		\$2.30
GROSS MONTHLY COLLECTIONS		\$4.52		\$4.52
MISC. ADJUSTMENTS				
<b>TOTAL TAX COLLECTED TO DATE</b>	<b>\$65,765.76</b>	<b>\$65,647.08</b>		
<b>BALANCE OUTSTANDING</b>	<b>\$19.54</b>			<b>\$19.54</b>
<b>PERCENTAGE COLLECTED</b>	<b>99.93%</b>	<b>99.94%</b>		

# Mineral Springs Unpaid Property Taxes - Real and Personal as of July 31, 2020

Name	Tax Map Number	2011	Total
CAROLINA STREET SUPPLY, SHEPPARD JONATHAN	848391	\$6.88	
COOMBER CUSTOM MASONRY LLC	1812652	\$10.44	
MATHENY, VERNA	455325	\$2.22	
<b>Total</b>		<b>\$19.54</b>	<b>\$19.54</b>

Agenda Item

# \_\_\_\_\_

9/10/2020

## Town of Mineral Springs

# FINANCE REPORT

## July 2020

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III  
Finance Officer

**September 10, 2020**

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# Cash Flow Report FY2020 YTD - Jul 2020

7/1/2020 through 7/31/2020

8/26/2020

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Category	7/1/2020- 7/31/2020
<b>INCOME</b>	
Interest Income	131.73
Other Inc	
Zoning	100.00
TOTAL Other Inc	100.00
Prop Tax Prior Years	
Prop Tax 2010	
Receipts 2010	
Int	2.30
Tax	2.22
TOTAL Receipts 2010	4.52
TOTAL Prop Tax 2010	4.52
TOTAL Prop Tax Prior Years	4.52
<b>TOTAL INCOME</b>	<b>236.25</b>
<b>EXPENSES</b>	
Attorney	300.00
Community	
Greenway	13.56
TOTAL Community	13.56
Emp	
Benefits	
Dental	82.00
Life	52.08
NCLGERS	1,328.19
Vision	14.00
TOTAL Benefits	1,476.27
Bond	550.00
FICA	
Med	154.37
Soc Sec	659.92
TOTAL FICA	814.29
Payroll	150.15
Work Comp	2,055.74
TOTAL Emp	5,046.45
Office	
Clerk	3,208.00
Council	900.00
Deputy Clerk	911.63
Dues	5,225.26
Equip	201.17
Finance Officer	2,963.00
Ins	3,267.67
Maint	
Service	553.00
TOTAL Maint	553.00
Mayor	400.00
Records	5,092.32
Tel	1,909.63
TOTAL Office	24,631.68

# Cash Flow Report FY2020 YTD - Jul 2020

7/1/2020 through 7/31/2020

8/26/2020

Page 2

Category	7/1/2020- 7/31/2020
Planning	
Administration	
Contract	1,294.92
Salaries	2,773.00
TOTAL Administration	4,067.92
Misc	429.95
TOTAL Planning	4,497.87
Tax Coll	
Sal	25.00
TOTAL Tax Coll	25.00
Training	
Staff	75.00
TOTAL Training	75.00
<b>TOTAL EXPENSES</b>	<b>34,589.56</b>
<b>OVERALL TOTAL</b>	<b>-34,353.31</b>

## Account Balances History Report - As of 7/30/2020

(Includes unrealized gains)

8/26/2020

Page 1

Account	6/29/2020 Balance	6/30/2020 Balance	7/30/2020 Balance
<b>ASSETS</b>			
<b>Cash and Bank Accounts</b>			
Check Min Spgs	84,738.71	84,441.45	51,255.19
MM Sav ParkSterling	619,614.94	619,750.75	619,750.75
NCCMT_Cash	2,357.24	2,357.40	2,357.40
South State CD	206,460.52	206,460.52	206,460.52
<b>TOTAL Cash and Bank Accounts</b>	<b>913,171.41</b>	<b>913,010.12</b>	<b>879,823.86</b>
<b>Other Assets</b>			
State Revenues Receivable	0.00	60,160.24	57,457.32
<b>TOTAL Other Assets</b>	<b>0.00</b>	<b>60,160.24</b>	<b>57,457.32</b>
<b>TOTAL ASSETS</b>	<b>913,171.41</b>	<b>973,170.36</b>	<b>937,281.18</b>
<b>LIABILITIES</b>			
<b>Other Liabilities</b>			
Accounts Payable	692.76	2,247.05	692.76
<b>TOTAL Other Liabilities</b>	<b>692.76</b>	<b>2,247.05</b>	<b>692.76</b>
<b>TOTAL LIABILITIES</b>	<b>692.76</b>	<b>2,247.05</b>	<b>692.76</b>
<b>OVERALL TOTAL</b>	<b>912,478.65</b>	<b>970,923.31</b>	<b>936,588.42</b>

Mineral Springs Budget Comparison 2020-21

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2020-2021										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,800.00	\$ 1,800.00	\$ -	0.0%	\$ -					
Attorney	\$ 9,600.00	\$ 9,300.00	\$ 300.00	3.1%	\$ 300.00					
Audit	\$ 4,730.00	\$ 4,730.00	\$ -	0.0%	\$ -					
Charities & Agencies	\$ 10,825.00	\$ 10,825.00	\$ -	0.0%	\$ -					
Community Projects	\$ 30,800.00	\$ 30,786.44	\$ 13.56	0.0%	\$ 13.56					
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -					
Employee Overhead	\$ 32,500.00	\$ 27,453.55	\$ 5,046.45	15.5%	\$ 5,046.45					
Elections	\$ -	\$ -	\$ -	0.0%	\$ -					
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -					
Intergovernmental	\$ 15,000.00	\$ 15,000.00	\$ -	0.0%	\$ -					
Office & Administrative	\$ 149,844.00	\$ 125,212.32	\$ 24,631.68	16.4%	\$ 24,631.68					
Planning & Zoning	\$ 48,276.00	\$ 43,778.13	\$ 4,497.87	9.3%	\$ 4,497.87					
Street Lighting	\$ 1,600.00	\$ 1,600.00	\$ -	0.0%	\$ -					
Tax Collection	\$ 1,900.00	\$ 1,875.00	\$ 25.00	1.3%	\$ 25.00					
Training	\$ 3,000.00	\$ 2,925.00	\$ 75.00	2.5%	\$ 75.00					
Travel	\$ 4,200.00	\$ 4,200.00	\$ -	0.0%	\$ -					
Capital Outlay	\$ 22,405.00	\$ 22,405.00	\$ -	0.0%	\$ -					
<b>Totals</b>	<b>\$ 351,480.00</b>	<b>\$ 316,890.44</b>	<b>\$ 34,589.56</b>	<b>9.8%</b>	<b>\$ 34,589.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Off Budget:</b>										
Tax Refunds					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Off Budget:</b>			<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Mineral Springs Monthly Revenue Summary 2020-21

TOWN OF MINERAL SPRINGS											
REVENUE SUMMARY 2020-21											
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November		
Property Tax - prior	\$ 600.00	\$ 595.48	\$ 4.52	0.8%	\$ 4.52						
Property Tax - 2019	\$ 67,210.00	\$ 67,210.00	\$ -	0.0%	\$ -						
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -						
Interest	\$ 5,825.00	\$ 5,693.27	\$ 131.73	2.3%	\$ 131.73						
Sales Tax - Electric	\$ 207,000.00	\$ 207,000.00	\$ -	0.0%	\$ -						
Sales Tax - Sales & Use	\$ 21,400.00	\$ 21,400.00	\$ -	0.0%	\$ -						
Sales Tax - Other Util.	\$ 22,995.00	\$ 22,995.00	\$ -	0.0%	\$ -						
Sales Tax - Alc. Bev.	\$ 13,015.00	\$ 13,015.00	\$ -	0.0%	\$ -						
Vehicle Taxes	\$ 7,935.00	\$ 7,935.00	\$ -	0.0%	\$ -						
Zoning Fees	\$ 2,500.00	\$ 2,400.00	\$ 100.00	4.0%	\$ 100.00						
Other	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -						
<b>Totals</b>	<b>\$ 351,480.00</b>	<b>\$ 351,243.75</b>	<b>\$ 236.25</b>	<b>0.1%</b>	<b>\$ 236.25</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
						<b>May</b>	<b>June</b>	<b>June a/r</b>			
Property Tax - prior											
Property Tax - 2019											
Fund Balance Approp.											
Interest											
Sales Tax - Electric											
Sales Tax - Sales & Use											
Sales Tax - Other Util.											
Sales Tax - Alc. Bev.											
Vehicle Taxes											
Zoning Fees											
Other											
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

July 2020 Cash Flow Report: all transactions - Jul 2020

7/1/2020 through 7/31/2020

8/26/2020

Page 1

Category	7/1/2020- 7/31/2020
<b>INCOME</b>	
Interest Income	131.73
Other Inc	
Zoning	100.00
TOTAL Other Inc	100.00
Prop Tax Prior Years	
Prop Tax 2010	
Receipts 2010	
Int	2.30
Tax	2.22
TOTAL Receipts 2010	4.52
TOTAL Prop Tax 2010	4.52
TOTAL Prop Tax Prior Years	4.52
<b>TOTAL INCOME</b>	<b>236.25</b>
<b>EXPENSES</b>	
Attorney	300.00
Community	
Greenway	13.56
TOTAL Community	13.56
Emp	
Benefits	
Dental	82.00
Life	52.08
NCLGERS	1,328.19
Vision	14.00
TOTAL Benefits	1,476.27
Bond	550.00
FICA	
Med	154.37
Soc Sec	659.92
TOTAL FICA	814.29
Payroll	150.15
Work Comp	2,055.74
TOTAL Emp	5,046.45
Office	
Clerk	3,208.00
Council	900.00
Deputy Clerk	911.63
Dues	5,225.26
Equip	201.17
Finance Officer	2,963.00
Ins	3,267.67
Maint	
Service	553.00
TOTAL Maint	553.00
Mayor	400.00
Records	5,092.32
Tel	1,909.63
TOTAL Office	24,631.68

July 2020 Cash Flow Report: all transactions - Jul 2020

7/1/2020 through 7/31/2020

8/26/2020

Page 2

Category	7/1/2020- 7/31/2020
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Administration	
Contract	1,294.92
Salaries	2,773.00
TOTAL Administration	4,067.92
Misc	429.95
TOTAL Planning	4,497.87
Tax Coll	
Sal	25.00
TOTAL Tax Coll	25.00
Training	
Staff	75.00
TOTAL Training	75.00
<b>TOTAL EXPENSES</b>	<b>34,589.56</b>
<b>TRANSFERS</b>	
FROM State Revenues Receivable	2,702.92
TO Accounts Payable	-1,554.29
<b>TOTAL TRANSFERS</b>	<b>1,148.63</b>
<b>OVERALL TOTAL</b>	<b>-33,204.68</b>

# Register Report - Jul 2020

7/1/2020 through 7/31/2020

8/26/2020

Page 1

Date	Num	Description	Memo	Category	Clr	Amount
7/1/2020	5909	Environmental Syste...Cust. #366561	ArcG... Planning:Misc		R	-427.00
7/1/2020	5910	NC League Of Muni... 2020 Dues I/N I0003...	Office:Dues		R	-4,067.00
7/1/2020	5911	Centralina Council ... I/N 2021048	Membe... Office:Dues		R	-750.00
7/1/2020	5912	Old Republic Surety ...W150232615	Vicky ... Emp:Bond		R	-100.00
7/1/2020	5913	Sonitrol Security Ser...I/N 282741	Alarm S... Office:Tel		R	-1,572.00
7/1/2020	5914	Diligent Corporation	I/N INV261754 Reco...Office:Records		R	-5,092.32
7/1/2020	591...	Municipal Insurance ...7/20 (FY2020)	Emp:Benefits:Life		R	-52.08
		7/20 (FY2020)	Emp:Benefits:Dental		R	-82.00
		7/20 (FY2020)	Emp:Benefits:Vision		R	-14.00
7/1/2020	5916	Bucket, Mop, And Br...I/N CTBCom-1339 j...	Office:Maint:Service		R	-188.00
7/1/2020	5917	NC Interlocal Risk M...Cust #587 Inv #I003...	Emp:Work Comp		R	-2,055.74
7/1/2020	5918	NC Interlocal Risk Fi...I/N I0033557 P & L I...	Office:Ins		R	-3,267.67
7/1/2020	5919	Quadient, Inc.	I/N 57683413 Posta... Office:Equip		R	-83.77
7/10/2020	EFT...	Union County {Prop... FY2019	[State Revenues Receivable]		R	53.21
		FY2019	[Accounts Payable]		R	-0.80
7/10/2020	EFT	Debit Card (Zoro To... Forehead Thermom...	Office:Equip		R	-117.40
7/13/2020	5920	The Enquirer-Journa...30065439	Public He... [Accounts Payable]		R	-59.70
7/13/2020	5921	Ken Newell	Welcome Signs 4/2... [Accounts Payable]		R	-675.00
7/13/2020	5922	R.C.S., Inc.	I/N 115487 Park Re... [Accounts Payable]		R	-200.00
7/13/2020	5923	Union County Public... 84361*00 (FY2019)	[Accounts Payable]		R	-32.64
7/13/2020	5924	Union County Public... 91052*00 (FY2019)	[Accounts Payable]		R	-22.31
7/13/2020	592...	Taylor & Sons Mowi... Flowers 6/17/2020 (... [Accounts Payable]		R	-72.00	
		Mowing 6/10/2020 (... [Accounts Payable]		R	-125.00	
		FY2020 July	Office:Maint:Service		R	-365.00
7/13/2020	5926	School Of Governm... Annual Dues (FY20...	Office:Dues		R	-408.26
7/13/2020	5927	Clark, Griffin & McC... I/N 7279 7/2020 (FY...	Attorney		R	-300.00
7/13/2020	5928	Union County Accou... Urban Forester cont...	Planning:Administration:Contract		R	-1,294.92
7/13/2020	EFT	Debit Card (AOL)	AOL Troubleshootin... Office:Tel		R	-7.99
7/14/2020	EFT...	Point And Pay	FY2020 Other Inc:Zoning		R	25.00
		FY2020-Processing ...	Planning:Misc		R	-2.95
7/15/2020	TXFR	NC Department of R... Sales & Use 5/20 (F... [State Revenues Receivable]		R	1,985.92	
7/16/2020	EFT	Debit Card (Lowe's)	3/4" PVC for Propert... Community:Greenway		R	-13.56
7/20/2020	5929	Duke Power	1819573779 (Old Sc... [Accounts Payable]		R	-25.97
7/20/2020	5930	Duke Power	1803784140 (FY2019)[Accounts Payable]		R	-166.14
7/20/2020	5931	Duke Power	2035221941 (FY2019)[Accounts Payable]		R	-108.69
7/20/2020	5932	Xerox Corporation	I/N 010658999 (FY2... [Accounts Payable]		R	-43.98
7/20/2020	5933	Old Republic Surety ...LPO1069542	Freder... Emp:Bond		R	-450.00
7/20/2020	5934	Windstream	061348611 (FY2020) Office:Tel		R	-329.64
7/20/2020	EFT	Debit Card (NCAMC)	Virtual Annual Acad... Training:Staff		R	-75.00
7/24/2020	EFT...	Union County {NCV... NCVTS 2006 (FY20...	[State Revenues Receivable]		R	663.79
		NCVTS 2006 Collec... [Accounts Payable]		R	-22.06	
7/27/2020	EFT...	NC State Treasurer	7/20 LGERS contrib... Office:Clerk		R	-192.48
		7/20 LGERS contrib...	Office:Finance Officer		R	-177.78
		7/20 LGERS contrib...	Planning:Administration:Salaries		R	-166.38
		7/20 employer contri...	Emp:Benefits:NCLGERS		R	-1,328.19
7/30/2020	EFT...	Paychex	Salary 7/20 (FY2020) Office:Clerk		R	-3,015.52
		Supplement 6/20 (F...	Office:Clerk		R	0.00
		Hours 7/20 (FY2020)	Office:Deputy Clerk		R	-911.63
		Salary 7/20 (FY2020)	Office:Finance Officer		R	-2,785.22
		Salary 7/20 (FY2020)	Office:Mayor		R	-400.00
		Salary 7/20 (FY2020)	Office:Council		R	-900.00



# Register Report - Jul 2020

7/1/2020 through 7/31/2020

8/26/2020

Page 2

Date	Num	Description	Memo	Category	Clr	Amount
			Salary 7/20 (FY2020)	Planning:Administration:Salaries	R	-2,606.62
			Salary 7/20 (FY2020)	Tax Coll:Sal	R	-25.00
			FY2020	Emp:FICA:Soc Sec	R	-659.92
			FY2020	Emp:FICA:Med	R	-154.37
7/30/2020	DE...	Deposit #20001	FY2020	Prop Tax Prior Years:Prop Tax 2010:R...	R	2.22
			FY2020	Prop Tax Prior Years:Prop Tax 2010:R...	R	2.30
7/30/2020	DEP	Deposit #20002	#20002 Zoning (FY2...	Other Inc:Zoning	R	75.00
7/31/2020	EFT	Paychex Fees	Fees 7/20 (FY2020)	Emp:Payroll	R	-150.15
<b>7/1/2020 - 7/31/2020</b>						<b>-33,336.41</b>

**TOTAL INFLOWS            2,807.44**

**TOTAL OUTFLOWS        -36,143.85**

**NET TOTAL                -33,336.41**

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July 2020

Revenue Details

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# NC Sales & Use Tax Distribution - accrued to FY 2019-20

May 2020 Collections

Summary

MUNICIPALITY	ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ART 44 *524	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
<b>UNION</b>	1,833,353.87	1,108,988.26	982,709.10	-	9.76	300,043.35	-	-	(238,610.88)	3,986,493.46
FAIRVIEW	802.07	485.17	429.92	-	-	131.27	-	-	454.65	2,303.08
HEMBY BRIDGE	-	-	-	-	-	-	-	-	-	-
INDIAN TRAIL	67,807.40	41,016.42	36,345.93	-	0.36	11,097.24	-	-	38,438.02	194,705.37
LAKE PARK	6,090.61	3,684.19	3,264.67	-	0.03	996.78	-	-	3,452.59	17,488.87
MARSHVILLE	8,949.94	5,413.78	4,797.32	-	0.05	1,464.73	-	-	5,073.47	25,699.29
MARVIN	5,569.42	3,368.92	2,985.31	-	0.03	911.48	-	-	3,157.15	15,992.31
MINERAL SPRINGS	691.61	418.35	370.72	-	-	113.19	-	-	392.05	1,985.92
MINT HILL *	41.93	25.36	22.47	-	-	6.86	-	-	23.78	120.40
MONROE	205,317.60	124,195.77	110,053.75	-	1.09	33,601.90	-	-	116,388.53	589,558.64
STALLINGS *	36,305.64	21,961.13	19,460.44	-	0.19	5,941.71	-	-	20,580.60	104,249.71
UNIONVILLE	1,058.84	640.49	567.55	-	0.01	173.29	-	-	600.23	3,040.41
WAXHAW	70,341.21	42,549.11	37,704.09	-	0.37	11,511.91	-	-	39,874.37	201,981.06
WEDDINGTON *	11,061.98	6,691.35	5,929.41	-	0.06	1,810.38	-	-	6,270.72	31,763.90
WESLEY CHAPEL	1,586.79	959.84	850.55	-	0.01	259.69	-	-	899.51	4,556.39
WINGATE	5,301.39	3,206.79	2,841.64	-	0.03	867.62	-	-	3,005.21	15,222.68
<b>TOTAL</b>	2,254,280.30	1,363,604.93	1,208,332.87	-	11.99	368,931.40	-	-	-	5,195,161.49

County of Union, Monroe, NC 28112

Check Number: 00065577

Invoice Date	Invoice Number	Description	Invoice Amount	
07/07/2020	2012TAXES	TAX/FEE/INT - JUNE 2020	\$52.41	
Accrued to FY2019-20				
Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00065577	07/10/2020	52.41



**County of Union**  
 500 North Main Street  
 Monroe, North Carolina 28112

Vendor Number    Check Date    Check Number  
 10870            07/10/2020    00065577

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

**\$52.41**

Pay Fifty Two Dollars and 41 cents \*\*\*\*\*

To The            TOWN OF MINERAL SPRINGS  
 Order Of        PO BOX 600  
                      MINERAL SPRINGS NC 28108

**EFT COPY  
 NON-NEGOTIABLE**

AP



**County of Union**  
 500 North Main Street  
 Monroe, North Carolina 28112

10870  
 00065577

**ADDRESS SERVICE REQUESTED**

TOWN OF MINERAL SPRINGS  
 PO BOX 600  
 MINERAL SPRINGS NC 28108

Date Distributed: 6/1/2020 to 6/30/2020

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2016	1.09	0.00	0.02	1.11	0.02	1.09
2017	0.00	0.24	0.72	0.96	0.01	0.95
2019	47.99	0.41	2.74	51.14	0.77	50.37
<b>Total:</b>	<b>49.08</b>	<b>0.65</b>	<b>3.48</b>	<b>53.21</b>	<b>0.80</b>	<b>52.41</b>
<b>Grand Total:</b>	<b>49.08</b>	<b>0.65</b>	<b>3.48</b>	<b>53.21</b>	<b>0.80</b>	<b>52.41</b>

Invoice Date	Invoice Number	Description	Invoice Amount	
06/30/2020	2012-NCVTS-DMV Inter	NCVTS DMV INTEREST REFUND	-\$1.18	
06/30/2020	VTFNAP2006-1	CASH RECEIVED JUNE 2020 & REFU	\$642.91	
Accrued to FY2019-20				
Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
10870	TOWN OF MINERAL SPRINGS	00065809	07/24/2020	641.73



**County of Union**  
 500 North Main Street  
 Monroe, North Carolina 28112

Vendor Number    Check Date    Check Number  
 10870            07/24/2020    00065809

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

**\$641.73**

Pay Six Hundred Forty One Dollars and 73 cents \*\*\*\*\*

To The            TOWN OF MINERAL SPRINGS  
 Order Of        PO BOX 600  
                     MINERAL SPRINGS NC 28108

**EFT COPY  
 NON-NEGOTIABLE**

AP



**County of Union**  
 500 North Main Street  
 Monroe, North Carolina 28112

10870  
 00065809

**ADDRESS SERVICE REQUESTED**

TOWN OF MINERAL SPRINGS  
 PO BOX 600  
 MINERAL SPRINGS NC 28108



NCVTS A/P Receipt Distribution  
For the month Ending: 06/30/2020

NCVTS15

Jurisdiction	Entity	Vendor #	Inv #	Tax & Fee Amt	Int Only Amt	Cmn Cst	Pending Refunds	Net Amt	Status/Check#
001	Union County	0		\$ 514,329.73	\$ 2,361.66	\$ (16,469.24)	(\$1,861.14)	\$ 498,361.01	No Check
003	Voter Approved Debt Tax	0		78,399.38	348.85	(2,510.53)	(\$282.59)	\$ 75,955.11	No Check
011	Countywide Fire Tax	0		31,562.09	135.11	(1,010.60)	(\$112.78)	\$ 30,573.82	No Check
012	Countywide EMS Tax	0		55,433.77	258.73	(1,775.29)	(\$201.94)	\$ 53,715.27	No Check
015	Springs Fire Tax	0		7,793.58	30.03	(253.28)	(\$51.57)	\$ 7,518.76	No Check
020	Stallings Fire Tax	0		10,617.56	41.31	(345.44)	\$29.64	\$ 10,343.07	No Check
023	Hemby Bridge Fire Tax	0		14,410.06	59.37	(471.67)	(\$34.58)	\$ 13,963.18	No Check
026	Wesley Chapel Fire Tax	0		15,434.80	62.08	(530.50)	(\$70.73)	\$ 14,895.65	No Check
028	Waxhaw Fire Tax	0		12,628.04	80.58	(428.93)	(\$43.50)	\$ 12,236.19	No Check
101	Village of Marvin	1832	VTFNAP2006-1	4,315.27	26.65	(151.14)	(\$8.40)	\$ 4,182.38	
200	City of Monroe	103-7	VTFNAP2006-1	224,699.83	738.69	(6,186.47)	(\$2,856.62)	\$ 216,395.43	
222	Monroe Downtown Service	103-7	VTFNAP2006-2	409.62	-	(8.25)	-	\$ 401.37	
300	Town of Wingate	4064	VTFNAP2006-1	10,903.05	44.97	(279.71)	\$0.00	\$ 10,668.31	
400	Town of Marshville	5861	VTFNAP2006-1	11,324.93	32.27	(339.51)	(\$23.46)	\$ 10,994.23	
500	Town of Waxhaw	8268	VTFNAP2006-1	100,412.07	508.68	(3,414.58)	(\$261.08)	\$ 97,245.09	
600	Town of Indian Trail	2924	VTFNAP2006-1	74,223.03	335.96	(2,391.58)	\$67.77	\$ 72,235.18	
700	Town of Stallings	4860-2	VTFNAP2006-1	34,702.69	121.55	(1,159.05)	(\$77.93)	\$ 33,587.26	
800	Town of Weddington	7518	VTFNAP2006-1	9,467.69	58.72	(320.27)	(\$64.93)	\$ 9,141.21	
900	Village of Lake Park	1833	VTFNAP2006-1	7,433.34	15.94	(240.10)	(\$27.30)	\$ 7,181.88	
930	Town of Fairview	19458	VTFNAP2006-1	891.38	4.68	(27.84)	(\$3.42)	\$ 864.80	
970	Village of Wesley Chapel	9262	VTFNAP2006-1	1,547.81	3.75	(52.18)	\$0.14	\$ 1,499.52	
980	Town of Unionville	11530	VTFNAP2006-1	1,427.40	6.24	(43.78)	(\$1.29)	\$ 1,388.57	
990	Town of Mineral Springs	10870	VTFNAP2006-1	666.76	0.57	(22.06)	(\$2.36)	\$ 642.91	
999	Schools	0		1,057,902.92	4,787.69	(33,874.99)	(\$3,826.77)	\$ 1,024,988.85	No Check
<b>Total</b>				<b>\$ 2,280,936.80</b>	<b>\$ 10,064.08</b>	<b>\$ (72,306.99)</b>	<b>(\$9,714.84)</b>	<b>\$ 2,208,979.05</b>	
						AP Total		\$ 466,428.14	

Accrued to FY2019-20

MINERAL SPRINGS

Jurisdiction # 990

Vendor: **10870-1** Invoice#: 2012-NCVTS-DMV Interest Refund

Description: NCVTS DMV Interest Refund

Invoice Date: 7/21/2020

Due Date: 7/15/2020

Acct# 715 - 220355

\$ (1.18)

\$ (1.18)

# MEMO

**To:** Mineral Springs Town Council  
**From:** Rick Becker  
**Date:** September 3, 2020  
**Subject:** Western Union Municipal Coalition Delegates

According to Article 5, Section a of the WUMA Interlocal Agreement, the delegate and alternate shall be appointed by the governing board of each municipality. Therefore, Council should take a formal vote on these positions.

Councilman Countryman has volunteered to serve as alternate, and I have served as the acting delegate. I am willing to continue in that role, but would be happy to see another council member assume that duty. Currently, meetings are scheduled for the 4<sup>th</sup> Thursday of the month from 3:30 to 5:00 PM at various town halls on a rotating basis. The next meeting will be on September 24<sup>th</sup> at the Weddington town hall at 3:30 PM. Since the 4<sup>th</sup> Thursday in November is Thanksgiving and in December is Christmas Eve, I would suspect that the WUMA will change those meeting dates at the September 24<sup>th</sup> meeting.

# MEMO

**To:** Mineral Springs Town Council  
**From:** Rick Becker  
**Date:** September 3, 2020  
**Subject:** WUMA Staff Authorization

The Western Union Municipal Alliance will hold its monthly meetings at various members' town halls on a rotating basis. With five or six members, that would mean that each municipality would host two meetings per year. The Alliance's intent is to have staff of the host municipality prepare minutes for the meetings held at their municipality.

I asked Clerk Brooks and Deputy Clerk Ridings if Deputy Clerk Ridings could assume this duty, and Deputy Clerk Ridings has agreed to do so. The town would need to pay her at her regular hourly rate for attending the meetings which should take no more than two hours each time. We expect that she could prepare the minutes themselves – which for this Alliance will be brief – in the course of her normal duties.

Therefore, I am requesting that Council approve the additional hours required for Deputy Clerk Ridings to attend the WUMA meetings when they are hosted by Mineral Springs for the purpose of taking minutes.



## **Elizabeth R. Gibson**

**John Foster Chapter**

**North Carolina Society Daughters of the American Revolution**

**1300 West Franklin Street, Monroe, NC 28112-4506**

**(704) 283-4791 elizabeth\_gibson@msn.com**

August 12, 2020

Town of Mineral Springs  
Mayor Rick Becker III  
3506 S. Potter Road  
Mineral Springs, NC 28108

Dear Mayor Becker,

Once again the John Foster Chapter Daughters of the American Revolution in Monroe is working to promote patriotism in our community. The week of September 17-23 is designated as Constitution Week by Public Law 915 which was signed by President Dwight D. Eisenhower on August 2, 1956. Every year we want to remind our citizens of this anniversary of the signing of the Constitution of the United States of America. I have included with this letter an attachment of a sample proclamation that I hope you will complete, sign, and impress with the Seal of the Town of Mineral Springs. After the proclamation has been signed, we encourage you to display it in your town hall, put it on your website or add just a simple statement that says "Celebrate Constitution Week Sept. 17-23" to your home page or any other social media you might use.

We are most appreciative of your cooperation as we work every year to remind the public of the importance of this document!

Sincerely,

Elizabeth R. Gibson  
John Foster Chapter NCS DAR  
Chairman Constitution Week  
Monroe, NC

## HISTORY OF CONSTITUTION WEEK

2020

Miss Gertrude S. Carraway, while President General of the National Society Daughters of the American Revolution, was responsible for the annual designation of September 17-23 as Constitution Week. The DAR made its own resolution for Constitution Week which was adopted April 21, 1955.

Members of the United States Congress received the DAR resolution and on June 7, 1955, the resolution was discussed in the Senate. The first resolution to observe Constitution Week was made June 14, 1955, by Senator William F. Knowland of California. Following passage of the resolution by both Houses of Congress, President Eisenhower issued his proclamation on August 19, 1955.

The first observance of Constitution Week was so successful that on January 5, 1956, Senator Knowland introduced a Senate Joint Resolution to have the President designate September 17-23 annually as Constitution Week. The resolution was adopted on July 23 and signed into Public law 915 on August 2, 1956.

For his patriotic aid and interest, Senator Knowland received an Award of Commendation from the NSDAR Continental Congress in April of 1956.

North Carolina has a special interest in the story of how Constitution Week came to be signed into law because Miss Gertrude S. Carraway was the first North Carolinian ever to be elected to the position of President General of the National Society Daughters of the American Revolution. She served from 1953-1956. She was a lifelong resident of New Bern, North Carolina.

*Town of Mineral Springs*  
*Proclamation*

*Constitution Week*

*September 17<sup>th</sup> - 23<sup>rd</sup>, 2020*

*Whereas*, The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

*Whereas*, September 17, 2020, marks the two hundred thirty-third anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

*Whereas*, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

*Whereas*, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

*Now, Therefore, I*, Frederick Becker, III, by virtue of the authority vested in me as Mayor of the Town of Mineral Springs in the State of North Carolina do hereby proclaim the week of September 17 through 23, 2020 as

*~ Constitution Week ~*

*and* ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

*In Witness Of*, I have hereunto set my hand and caused the Seal of the Town to be affixed this 10<sup>th</sup> day of September of the year of our Lord two thousand twenty.

\_\_\_\_\_  
Frederick Becker III, Mayor  
Town of Mineral Springs

ATTEST:

\_\_\_\_\_  
Vicky A Brooks, CMC, NCCMC

## **LANDSCAPE MAINTENANCE AGREEMENT – TOWN HALL**

This Landscape Maintenance Agreement is entered this the 1<sup>st</sup> day of July, 2020 by and between TOWN OF MINERAL SPRINGS, a municipal corporation organized and existing under the laws of the State of North Carolina (the “Town”) and RICKY D TAYLOR D/B/A TAYLOR & SON LANDSCAPING & MOWING, a citizen and resident of the County of Union State of North Carolina (the “Contractor”) (collectively, the “Parties”).

WITNESSETH:

WHEREAS, the Town desires to contract with the Contractor for the provision of certain landscaping and maintenance services on the Town’s property, as more particularly described in Exhibit A, (the “Services”), which is incorporated by reference as if fully set forth herein;

WHEREAS, the Contractor wishes to contract with the Town to provide the Services;  
and

WHEREAS, the Town and the Contractor desire to reach an agreement for the Contractor to provide the Services subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Term. The term of the Agreement shall be for a period of one (1) year, beginning July 1, 2020 and ending June 30, 2021 (the “Term”). This Agreement shall not automatically renew under any circumstances.

2. Scope of Services. During the Term, Contractor shall care for and maintain the Town Hall and the immediately surrounding area. All Services rendered shall be completed with the highest standard of care and workmanship prevailing in the field of landscape maintenance in the general geographic area in which the Town is located. The Contractor agrees to perform the Services set forth on “Exhibit A” as attached.

3. Termination. This Agreement may be terminated, by either party, upon thirty (30) days prior written notice.

4. Independent Contractor. The parties agree that the Contractor’s relationship to the Town is that of an independent contractor and that nothing contained in this Agreement shall be construed as creating any other type of relationship. The Contractor may adopt such arrangements as it desires with respect to the means, method, and manner of performing the Services under this Agreement, provided that those arrangements are consistent with the proper accomplishment of those Services.

5. Billing. Billing shall occur on a monthly basis and the Town shall endeavor to remit all payments within thirty (30) days after receipt of a correct invoice.



6. Payment Schedule. The Town shall compensate the Contractor for providing the Services pursuant to this Agreement by paying the Contractor the following amounts during the Term of this Agreement:

- a) Three Hundred Sixty-Five Dollars (\$365.00) per month for the Services as outlined in Exhibit A.
- b) Actual invoiced amount(s) upon receipt of a correct invoice for additional materials and supplies required such as Seed, Fertilizer, Weed Killer, etc.

7. Indemnification. The Contractor shall indemnify, defend and hold harmless the Town from and against any and all actions, causes of action, claims and demands and from all damages, losses, costs or expenses of any nature which arise from or occur in connection with the performance by the Contractor, its employees or agents, of any Services under this Agreement, unless such loss or damage results from the Town's gross negligence or willful misconduct.

8. Notices. All notices and other communications required or permitted under this Agreement shall be made in person or to the following addresses:

If to the Contractor: Taylor & Son Landscaping & Mowing  
P o Box 631  
Monroe, North Carolina 28111  
Telephone: 704.283.6286

If to the Town: Town of Mineral Springs  
3506 S Potter Road  
P.O. Box 600  
Mineral Springs, North Carolina 28108  
Telephone: 704.243.0505  
Fax: 704.243.1705

9. Governing Law. This Agreement shall in all respects be construed in accordance with and governed by the laws of the State of North Carolina.

10. Binding Effect; Assignment. This Agreement and the various rights and obligations arising hereunder shall inure to the benefit of and be binding upon the parties and their respective successors and permitted assigns. This Agreement may not be assigned by either party without the prior written consent of the other party.

11. Counterparts. This Agreement may be executed simultaneously in multiple counterparts, each of which shall be deemed an original but all of which taken together shall constitute one and the same instrument.

12. Entire Agreement. This Agreement and the attached Exhibits embody the entire agreement and understanding of the parties with respect to the subject matter and supersede all prior and contemporaneous agreements or understandings, whether oral or written, related to its subject matter.

IN WITNESS WHEREOF, the parties have caused their authorized representatives to execute this Agreement as of the day and year first above written.

TAYLOR & SONS MOWING & LANDSCAPING

By: \_\_\_\_\_  
Proprietor

TOWN OF MINERAL SPRINGS

By: \_\_\_\_\_  
Mayor

This document has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Finance Officer                      Date

## EXHIBIT A

Areas to be covered:

Approximately 90,000 square feet of lawn area.

A minimum of three tree areas.

Town Hall sign landscaping area.

One parking lot tree landscaping area.

### **I. LANDSCAPING AND MAINTENANCE:**

#### **A. Mowing**

1. Lawn shall be mowed weekly during the growing season and as required during the winter months.
2. The height of cutting shall be maintained consistently to prevent scalping or burn. The mowing height shall be appropriate to the turf species.
3. Excessive grass clippings shall be collected and disposed of; adjacent sidewalks and streets shall be clean of clippings.
4. Mowing patterns shall be alternated each week to avoid creating ruts and compaction.

#### **B. Edging**

1. All lawn edges along sidewalks and curbs shall be edged before each mowing during the active growing season (March through October) and as required for appearance for the remainder of the year.
2. Edging shall be performed with a blade type mechanical edger at least once a month; a monofilament line trimmer may be used at all other times on a weekly basis.
3. A monofilament line trimmer shall be used to trim around obstacles within the lawn area. Care shall be taken to insure that the bark of trees and shrubs are not damaged or stripped by the line trimmer.
4. Areas where the grass meets buildings, planters and other vertical surfaces shall be trimmed in a manner to maintain a clean and even meeting point. Herbicides may not be used as a substitute for proper trimming.
5. Edging and trimming is not required around natural un-mulched wooded areas or property boundaries.

#### **C. Debris Removal**

1. Litter and trash (including leaves, rubbish, paper, bottles, cans, rocks, gravel, pine cones, sticks), and other debris shall be removed from all areas on a weekly basis.
2. All refuse resulting from the maintenance operation of properties shall be disposed of by the contractor.
3. Hardscape (i.e. sidewalks, driveways, paved surfaces) shall be swept or blown off with a power blower to keep the grounds free of debris on a weekly basis during the growing season. During winter months all grounds shall be policed periodically for trash and debris and blown clear.

4. Paved surfaces and sidewalks shall be weeded as often as necessary to discourage unsightly weed growth. This control shall be accomplished through the selective use of herbicides and mechanical means.

D. Fertilization, Aeration and Reseeding

1. Conduct annual soil tests of representative lawn areas within the first month of the contract.
2. Apply fertilizer and lime, with type, quantity and frequency determined by soil test results.
3. Aerate and seed in the fall (between September 15 and October 31).

E. Weed Control

1. A pre-emergent shall be applied based on season and targeted weeds.
2. All areas shall be kept free of weeds. Chemical and/or mechanical means may be used as appropriate. If any weeding is not performed, maintenance will be considered unsatisfactory.
3. Before applying herbicides, the type of weed shall be identified and the control selected accordingly, using the most effective control for the species, the location and the season.
4. Weeds shall not be allowed to grow in paved areas such as driveways, walks, curbs, gutters, etc. Weeds may be removed manually or sprayed with an herbicide. Dead weeds shall be removed from the paved and mulched areas.

F. Pesticides

1. Shall be applied as necessary.
2. Apply ant control annually.

G. Shrubs

1. Pruning of shrubs shall be done to maintain growth within space limitations, to maintain or enhance the natural growth habit, or to eliminate diseased or damaged growth.
2. Mulching of the shrub and tree beds shall be maintained with fresh mulch in the spring and fall season. Shrub and tree beds shall be kept weed free. Weed control will be accomplished with herbicides when possible and by hand pulling when danger to desirable plant material may exist.
3. Shrubbery should be fertilized in the spring season as needed, unless otherwise agreed to.
4. If mulch is more than 4" in beds, top layer should be removed before new mulch is added to prevent over mulching. Beds should not contain more than 4" of mulch. Mulch shall not be applied to plant stems. Root flare should be visible on all plants.

H. Replacement Plantings

1. The Contractor shall report to the Town any perennial plant material not exhibiting normal growth and vigor. If it has been determined that the material is beyond reviving, a written report recommending replacement shall be given to the Town Clerk. This report shall include: (a) Identify the location, size and type of plant; (b) Identify the reason for the decline; (c) Cost of replacement. No

replacement plantings are to be done without consent of the Town with the exception of annual ornamental plants and flowers.

2. Annual flowers appropriate to the season shall be planted in front of the town hall sign during the months of April and October.

# MEMO

**To:** Mineral Springs Town Council  
**From:** Rick Becker  
**Date:** September 3, 2020  
**Subject:** Payroll Tax Deferral

As you may have heard in the news, a recent presidential order allows employers to defer withholding of the 6.2% employee portion of the Social Security withholding for the months of September through December. However, those deferred withholdings must then be “paid back” after January 1, at which time those deferred payments would be withheld in *addition to* the regular Social Security withholding.

I have researched this process and found that most payroll processors, CPAs, and HR consultants recommend *not* deferring these withholdings. Furthermore, none of our three staff members wants to have their withholdings deferred. Of course, the deferrals would also apply to Council salaries, but the amount would be \$9.30/month per council member - and that \$9.30 would then be withheld *double* next year until the deferred amounts are repaid. I believe that as an employer we must decide whether or not to defer these amounts for all employees or none.

Since Council officially represents the town as the “employer”, I am requesting that Council vote on the deferral. I recommend that council elect *not* to defer these withholding amounts, and will notify our payroll provider Paychex accordingly.