

**MINUTES
FOXFIRE VILLAGE COUNCIL
REGULAR MEETING
Foxfire Village Hall**

August 8, 2017 – 6:30 PM

1. **Call to Order:** Mayor McCue called the meeting to order at 6:41 PM.
2. **Members Present** – Councilman Don Boito, Mayor Pro Tem Leslie, and Councilman Jon Sedlak
3. **Members Absent** – Councilman Vic Koos
4. **Others Present** – Lisa A. Kivett-Village Clerk, Chief Chad Shue, Officer Gary Garner, and resident Linda Straczewski
5. **Moment of Silence:** Mayor McCue requested those present to pause for a moment of silence. This was followed by the Pledge of Allegiance to the United States Flag.
6. **Additions and Approval of Agenda**

Mayor Pro Tem Frusco made a motion to adopt the August 8, 2017 agenda as written seconded by Councilman Boito and carried unanimously.

7. **Consent Agenda**

All items listed below are considered routine and will be enacted by one motion and without discussion

A. Approval of Minutes

- July 11, 2017 Regular Meeting
- July 27, 2017 Work Session

Mayor Pro Tem Frusco made a motion to adopt the consent agenda as written seconded by Councilman Boito and carried unanimously.

8. **Public Comment Period**

None

9. **Zoning Administrator's Report – Lisa Kivett**

Zoning Administrator Lisa Kivett reported the following zoning activity for July 2017:
A total of five (5) homes are currently under construction. All are located in the Village:

Village

Two (2) located in Autumn Acres (Edwards property)
Pineland Preserve
Pine Tree Terrace
Bermuda Circle

The following permits were issued in the month of July:

- One (1) single family residence (Bermuda Circle)
- One (1) Screened in porch (Autumn Acres)

- One (1) pool (S. Shamrock)
- One (1) pool with fence (Tufts Vista – ETJ)

There were Four (4) swimming pool permitted in 2016 and Five (5) so far in 2017.

One Certificate of Occupancy was issued for a single-family residence in Pineland Preserve.

Ordinance violations were addressed for the following:” Hanging of Laundry” and “Storage of Recreational Equipment”.

Mayor Pro Tem Frusco asked for an update on the trailer issue on Cardinal Drive. Ms. Kivett will check with the Village Attorney.

10. Councilmember’s Reports:

- A. Finance – Leslie Frusco
- 1. Finance Report

Mayor Pro Tem Frusco reported the following as of July 31, 2017:

The total cash balance in the General Fund is \$1,266,020 of which \$818,412 is restricted for the Debt Service Assigned Funds, K9 Funds, Street Maintenance Funds, and Police Vehicle Reserve leaving an unrestricted amount of \$447,608.

The total in the Water Fund is \$713,223 of which \$226,076 is restricted for a new well(s) and tank maintenance. The total cash balance in the Village is \$1,979,242. The balances include the fact that we made loan payments in July.

We are preparing for the 2016-2017 Fiscal Year Audit. Tax rolls are in from Moore County and Village tax bills will go out approximately August 20th.

- B. Streets and Park – Don Boito

- 1. Date for Foxfire Blvd. Paving

Councilman Boito reported a tentative start date for paving of Foxfire Blvd. is September 11th or 12th, weather permitting. Paving should take about three days to complete and residents will need to use the Richmond Road entrance while paving is being done.

Mayor McCue drafted a letter to Beckie Pahner and Guenther Baerje regarding the shrubbery and he will add a notice about the paving dates and road closure.

Councilman Boito will order a “Condo Parking Only” sign in the coming week.

- C. Water Department – Jon Sedlak

Councilman Sedlak received a proposal from Graham and Currie for a test well in the amount of \$29,000. Sedlak believes the Village paid either \$8,000 or \$12,000 for the last well. He will contact Graham and Currie to find out what they will actually do for this amount. He plans to get another estimate.

- D. Mayor’s Report – E.M. McCue III

- 1. Fire Department Lease

Mayor McCue prepared a Second Amendment to the Lease Agreement for the Fire Department. As soon as Chief Stromberg provides costs on improvements, he will put together a 10-year amortization schedule. If the Village terminates the lease, we would reimburse them for what remains of the balance. Improvement costs should be \$25,000 or less. This protects their investment. They will add a kitchenette and dayroom/bedroom and they have agreed that it becomes our property if the contract ends.

It was the consensus of the Council to approve moving ahead with the Second Amendment to the Lease Agreement.

- 2. Community Survey

Mayor McCue compiled responses to the questions asked on the Community Survey and provided this information to Council for review. He explained some of the rankings and how they were compiled. On amenities, Green and Open Space and Walking Trails, Community Center and Health/Fitness Center received high marks. He also provided some of the written comments that were included on some surveys.

The community survey responses are the basis for the sub-committee to construct a new Long Range Plan for 2018 through 2025. Members of this sub-committee are Mayor McCue, Mayor Pro Tem Frusco, Mary Gilroy and Joe Kyger.

The intent is to make the long range plan very similar using the same five general categories as the previous plan. Mayor Pro Tem Frusco suggested that anyone providing input on this plan should look at the previous plan as there are a number of things achieved, and some that are ongoing.

Mayor McCue pointed out that the Village Pool was heavily weighted as an asset to the Village but not so much regularly used by respondents. Respondents also feel that having Lifeguards was important.

Mayor McCue hopes to have a draft of the LRP completed by the end of September for Council to review. It will also be put on the Village website for residents to review and make comments before a final plan is adopted.

3. NCLM End of Session Bulletin

Mayor McCue reported the NCLM End of Session Bulletin is available to review. It contains many things that can, will or might affect the Village and some of it has become law. Items include the 25 yr. Retirement for Law Enforcement, Finance issues, the tier system for sales tax distribution and utility impact fees which became a law. McCue elaborated on the impact fees.

11. Public Comments:

Linda Straczewski said she hoped the Village Pool would continue to run. She personally loves the pool and uses it with her grandchildren. She doesn't use the Village playground because the swings and slide are not screened from the sun.

12. Old Business:

Mayor Pro Tem Frusco asked for an update on the request to trim trees and shrubs on Hoffman Road just past Foxfire Blvd. She is receiving complaints from residents and is concerned that this is becoming a safety issue. She asked Chief Shue if he had a contact at DOT and he responded he would make a personal visit to the DOT office and follow up with this. Ms. Kivett added that a work-order "action request" number was issued and she too would follow up with them.

Councilman Sedlak asked if Chief Shue had heard from Ft. Bragg regarding generators. Chief Shue said the ones available at this time are very large. He is waiting for the next rotation to see if anything smaller is available.

Mayor McCue added that the Chief is working with Moore County Disaster Preparedness to put together a "table-top" exercise for Fire, Police and the Council. We will look at natural disasters like tornadoes, hurricanes and ice storms.

Mayor Pro Tem Frusco said that bids have gone out for the new Town Hall and there have been 2 addendums sent out. At the pre-bid meeting the week before, the architect asked that contractors email him any questions. As a result of those questions, he sent out the addendums to six contractors. We have extended the bid opening by one week, 3:00 PM on Thursday, August 17th. She and Mayor McCue will be at the opening but the architect, Jon Heckethorne would be in charge of the opening. We are well under way with this project. The bids will not include the landscaping or septic.

Chief Shue asked if the paving of the new Town Hall parking lot would include the existing gravel lot in front of the Police Department. Frusco replied it is not in the contract but a possibility depending on where the bids come in. There was discussion on staging areas for construction vehicles and that the town hall will be off limits to council and all other groups while construction takes place.

Councilman Boito reported that the sand bag issue on Cardinal Drive has been handled. They have been removed.

13. New Business:

Mayor Pro tem Frusco reported there was a written comment on the community survey about minutes not being posted soon enough on the Village website. The reason for this is because minutes are not official documents until they have been approved by the council. She asked if it were an issue with publishing them in draft form. Ms. Kivett replied that her minutes are in note form and by memory, and not typed in draft form until a week or so before the next meeting. Frusco said it is something to consider along with maybe writing a brief summary of what took place in meetings. Brief discussion ensued.

Mayor McCue said if we flush out the agendas, it will give people an idea of what will be discussed. Agendas are posted on the Village website and folks should be educated to look at them to see what will be discussed.

Mayor Pro tem Frusco suggested possibly approving minutes at work sessions. Brief discussion continued.

Councilman Boito made a motion to adjourn seconded by Mayor Pro Tem Frusco and carried unanimously. The meeting adjourned at 7:10 PM.

As so incorporated to these minutes of August 8, 2017 are exact copies as so recorded in the ordinance and resolution books of Foxfire Village as if fully set out in the minutes.



Lisa A. Kivett, CMC, NCCMC, CZO
Village Clerk



E.M. McCue III
Mayor