**Town of Haw River**

**Town Council Meeting**

**Monday, December 01, 2014**

The Town Council of the Town of Haw River held its Town Council Meeting on Monday, December 01, 2014 in the Haw River Municipal Building at 7:00pm.

Council Members Present: Buddy Boggs, Lee Lovette, Jeff Fogleman, Kelly Allen, and Ashley Warren

Council Members Absent:

Also Present: Manager Jeff Earp, Clerk Melanie Hamilton, Attorney Charlie Davis, Attorney Gill Frazier

Mayor Boggs called the meeting to order and gave the invocation at 7:00 pm.

Mayor Boggs then publicly acknowledged staff member Jody Jarrett for 15 years of dedicated service to the Town of Haw River. Mr. Jarrett was unable to attend the meeting so his service award will be presented to him tomorrow by Manager Earp.

**Consent Agenda**

7:02 pm

**The Council considered approval of minutes from December 2, 2013, January 6, 2014, February 3, 2014, July 7, 2014 and September 8, 2014 Closed Sessions; minutes from the October 6, 2014 and November 3, 2014 regular meetings and Budget Ordinance Amendment 2015-1.**

Councilmember Lovette made a motion to approve the consent agenda. Motion carried 5-0.

**New Business**

7:03 pm

**The Council considered a request from Renee Ward representing the Alamance County United Way regarding approval of a proclamation proclaiming December 2, 2014 as “Giving Tuesday”.**

Manager Earp explained that “Giving Tuesday” is a national movement to promote philanthropy and volunteerism in order to build stronger communities.

After brief discussion, Councilmember Allen made a motion to approve the proclamation. Motion carried 5-0.

7:05 pm

**The Council reviewed and considered for approval a response to letter received from LGC regarding audit findings for the June 30, 2014 audit concerning separation of duties.**

Manager Earp presented the Council with a draft letter in response to letter received from LGC regarding audit findings for the June 30, 2014 audit concerning separation of duties. Manager Earp explained that the Town has used the guidance in LGC memorandums 568 and 569 to address the deficiencies.

Following brief discussion, Councilmember Lovette made a motion approving the letter of response. Motion carried 5-0.

7:07 pm

**The Council reviewed and considered a proposal from PTRC to re-write and update Zoning Ordinance.**

Manager Earp presented the Council with a proposal from PTRC to re-write and update the Town’s Zoning Ordinance. He stated that the PTRC will work with the Planning and Zoning subcommittee to update the ordinance. Manager also stated that the cost not to exceed $4500 is significantly reduced from the original quote of $19,000. He also asked the Council to approve funding from the general fund reserves (fund balance) as this expenditure was not in the 2014- 2015 fiscal year budget.

Following brief discussion, Councilmember Allen made a motion to accept the proposal and to allocate the funds to pay for the expenditure from fund balance. Motion carried 5-0.

7:10 pm

**The Council reviewed and considered a request for emergency funding from the Alamance County Transportation Authority.**

Manager Earp presented the Council with a request from Ralph Gilliam with ACTA for emergency funding for the fiscal year 2014-2015 in the amount of $3,812. The funding is requested due to federal and state funding cuts of approximately $50,000 and change in the use of ROAP funds.

Following brief discussion, Councilmember Lovette made a motion to deny the request for emergency funding. Motion carried 5-0.

7:14 pm

**The Town Council considered for approval the 2015 meeting schedule for the Town Council and Planning and Zoning Board.**

Manager Earp presented the Council with a draft meeting schedule for the Council and Planning and Zoning Board. Manager Earp stated the Planning and Zoning Board would meet the third Monday of each month and the Council would meet the first Monday of each month with the exception of July and September. The Council will meet on the second Monday of those two months due to conflict with holidays.

Following brief discussion, Councilmember Allen made a motion to approve the 2015 meeting schedule for the Council and Planning and Zoning Board. Motion carried 5-0.

7:15 pm

**Mayor Boggs made the following annual appointments for the 2015 year.**

Annual Appointments:

Transportation Advisory Committee Representative - Mayor Pro-Tem Allen

Piedmont Triad Regional Council of Governments Delegate – Mayor Boggs

Departmental Liaisons: Administration - Mayor Boggs

 Parks and Recreation – Councilmember Fogleman

 Police - Councilmember Lovette

 Fire - Mayor Pro-Tem Allen

 Public Works - Councilmember Warren

7:16 pm

**Manager’s Update**

* Manager Earp notified the Council that he has been approached by Tamara Riggin with an offer to sale property along Main Street that is surrounded by Town properties. This offer came as the staff was trying to secure a temporary easement for the sidewalk project. The property is about a tenth of an acre and has a tax value of approximately $20,000. By consensus, the Council asked Manager Earp to explore further the acquisition and to obtain a market value of the property.
* Manager Earp gave an update on the council technology project and stated that he hoped to have project completed by the end of December.
* The council was briefed on the retiree health insurance premium increase of 21% starting in January of 2015; Manager Earp reminded the council that we had planned in the budget for a 25% increase.
* The Council was briefed on the excellent results of the latest Sewer Permit Compliance evaluation and inspection. There were no major compliance deficiencies. A minor deficiency was noted concerning the lack of flow direction on the sewer maps.
* Council was briefed concerning progress of the CWSRF Sewer rehabilitation project.
* The Council was informed about 3 new businesses in Haw River, two barber shops and a Mexican restaurant.
* The Council was updated on the parks concession stand profits for football season. Manager Earp stated that with Parks running the concessions with P/T help, instead of outsourcing, profits for the football season (first 4 months of the year) exceeded profits from all last year.
* The Council received the monthly financial report for October 2014.

7:29 pm

**Open Forum**

There were no publiccomments.

7:30 pm

**Announcements**

* Councilmember Allen stated that she had helped procure EPI pens for the fire department with the assistance of Dr. Paul Juengel of Mebane. She stated she hoped the fire department would send a letter of thanks to Dr. Juengel. Manager Earp assured her that they would.

7:31 pm

Councilmember Fogleman made a motion adjourn. Motion carried 5-0.

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Buddy E. Boggs, Mayor Melanie R. Hamilton, Clerk