



Regular Board Meeting
Tuesday, June 10, 2025
6:00 PM- Town Hall Commissioners Room

Call to Order- Mayor Tony Lapis
Invocation- Pastor John Brantley from Boger Reformed Church
Pledge of Allegiance- Mayor Tony Lapis

1. Public Forum

(Please state name, address and limit comments to 3 minutes or less)

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item.

(No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). NC State Statute 160A-75 and no public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. NC State Statute 14-234.3)

3. Approve Agenda (Pages 1-2)

4. Consent Agenda (Pages 3-31)

- A. Minutes May 13, 2025 (pages 3-8)
- B. Resolution to open USDA SLARF Account (page 9)
- C. Resolution to rename USDA Payment Reserve account at First Bank (page 10)
- D. Resolution to rename USDA Payment Reserve account at NCCMT (page 11)
- E. Garver Engineering contract Work Order #2 for PAC system at Water Treatment Plant *(Board approved previously by emailed responses 5-0, included with contract)* (pages 12-27)
- F. Budget Amendment #14 Garver Engineering Disinfection By Products WO#1 overage (page 28)
- G. FY25/26 ABC Store Budget (pages 29-30)
- H. Budget Amendment #12 USDA payment correction on interest (page 31)

5. Staff Reports (Pages 32-44)

- A. Town Manager-Randy Holloway (page 32)
- B. Town Asst. Manager- Planning & Economic Development Director - Erin Burris (pages 33-36)
- C. Town Clerk/Finance Officer - Amy Schueneman (pages 37-38)
- D. Human Resources/Events- Crystal Smith (page 39)
- E. Code Enforcement - Jim Sells (pages 40-42)
- F. Public Works- Derek Linker (page 43)
- G. Fire Department-Dustin Sneed (page 44)
- H. Cabarrus County Sheriff's Department (hard copy at meeting)

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6. Public Hearings (Pages 45-48, attached files)

A. ANX 2025-01 & REZ 2025-03 Harris Mustang Supply (see attached file)

B. Consider approving the proposed budget, budget ordinance, and fee schedule for Fiscal Year 2025-2026. (pages 45-48 and attached files)

C. Comprehensive Plan Update (see attached file)

7. Old Business (Pages 49-71)

A. Receive update on Water Treatment Issues. (page 49)

B. Receive an update concerning the Water Distribution Improvements Project and the Lower Adams Creek Sewer Outfall Project. (page 50)

C. Receive an update on the USDA Project. (page 51)

D. Consider recommending to the Cabarrus County Board of Commissioners two people in the ETJ to the Planning & Zoning Board with a term that expires on June 30, 2028. (page 52)

E. Consider appointing/reappointing one person to fill the Planning & Zoning Board position expiring on June 30, 2028. (pages 53-55)

F. Consider Resolution & Budget Amendment to purchase 1443 N. Main Street from Peter & Linda Edquist (pages 56-59)

G. Consider appointing/reappointing two people to fill the ABC Board positions expiring on June 30, 2028. (pages 60-71)

8. New Business (Page 72)

A. Consider allowing the Town Manager to approve Year End Budget Amendments for FY2024-2025 for auditing purposes. (page 72)

9. Closed Session 143-318.11.(a)(#3) - Consult with Town Attorney *To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.*

10. Adjournment



**Board of Commissioners
Town Board Meeting Minutes
Tuesday, May 13, 2025 at 6:00 P.M.**

Attendance: Mayor Tony Lash
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Chris Carter
Commissioner Steven Dixon
Commissioner William Meadows
Commissioner Justin Simpson
Town Administrator Randy Holloway
Town Attorney John Scarbrough
Town Clerk Amy Schueneman

Also Present: Erin Burris, Crystal Smith, Ally Schueneman, Rodney Schueneman, Pastor Duane Jarman, John Grosvenor, Kathy & Bill Harris, Deputy T Canaday, Deputy OS Grimes, Captain M Klutz, CJ Carter, and Deputy T. Morrison.

CALL TO ORDER

Mayor Tony Lash called the meeting to order.

INVOCATION

Pastor Duane Jarman from Friendship Methodist Church led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Lash led the Pledge of Allegiance.

1. Public Forum

No one spoke.

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item.

(No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). NC State Statute 160A-75 and no public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. NC State Statute 14-234.3)

No one had a conflict of interest.

3. Approve Agenda

A motion to approve the Agenda as presented was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

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4. Consent Agenda

- A. Minutes April 8, 2025
- B. Interlocal Agreement with Cabarrus County for Staffing Grant
- C. FY25/26 Payroll Schedule
- D. Budget Amendment #11 Account adjustments per bookkeeper
- E. AMENDED Resolution to Open Bank Acct Personnel Capital Reserve Savings Account
- F. Resolution of Support for Grant Funding to Establish a Welding Program at Mt. Pleasant High School
- G. Resolution in Opposition to North Carolina House Bill 765

Commissioner Furr made a motion to approve the Consent Agenda as submitted with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

5. Staff Reports

- A. Town Manager-Randy Holloway
- B. Town Asst. Manager- Planning & Economic Development Director - Erin Burris
Ms. Burris updated the Board concerning the Building Resilient Infrastructure and Communities (BRIC) grant. This Federal Grant program was canceled by the current Presidential administration. The North Carolina Department of Public Safety reached out to the Town soon after notification that the BRIC program ended and requested the Town apply for a Hazard Mitigation Grant to shift the proposed grant project to that program. It is due next Thursday, and applications will be reviewed during the first week in June. If received, this grant will help with the storm water and duct bank projects in the square. Staff is unclear if there is a financial match required by the Town for the grant.
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Human Resources/Events- Crystal Smith
- E. Code Enforcement/Grant Writer- Jim Sells
- F. Public Works- Daniel Crowell
- G. Fire Department-Dustin Sneed
- H. Cabarrus County Sheriff's Department

6. Old Business

A. Receive update on Water Treatment Issues.

Randy Holloway updated the Board on the on-going Water Treatment issues. Water Treatment Operators have been jar testing different chemicals in the raw water to see which chemical works best to lower the Total Organic Compound's (TOC's). Staff have been looking at the Powder Activated Carbon (PAC) system from NORIT to assist in improving the TOC's. NORIT sent several types of carbon to the plant to use during the jar testing. The number of TOC's have been reduced significantly from 6.57 mg/L to 1.04 mg/L, a 69.5% decrease using carbon samples. The State wants to see at least a 50% reduction on TOC's and below 2 mg/L. Since there are currently so many TOC's going through the water process, the bleach is reacting to the TOC's which cause the elevated TTHM and HAA5 issues the last two years.

NORIT sent 4 different types of carbon and the Carbon M2474 has shown close to a 70% reduction in TOC's. After the plant is retrofitted this summer and the installation of the PAC system, numbers should go down another 15-25%. Through the jar testing, Staff feels the results from using the carbon will reduce the TOC's and help with the taste and odor.

Staff are asking the Board to approve the purchase of the NORIT PAC system which will be \$137,500 plus tax (\$9,625) and Shipping & Handling (estimated \$4,100) for a total approximate cost of \$151,225. Carbon will be ordered on a separate purchase order once the amount needed is

determined and it will be shipped at no extra cost with the PAC system. Also, a contract from Utility Services needs to be approved by the Board to maintain the clearwell at the Water Treatment Plant since this tank has never had any maintenance done and the clearwell is 50 years old. A contract for Garver Engineering was received today, but it needs to be reviewed by the Town Engineer prior to Board approval.

A motion to allow the Town Manager to authorize a Purchase Order and sign all related documents for the purchase of a Powdered Activated Carbon (PAC) system at a cost of approximately \$151,225 using funds from the State Grant Project No. SRP-D-134-0004 was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

A motion to allow the Town Manager to authorize a Purchase Order and sign all related documents for the five-year Utility Service contract to be paid from the Water & Sewer Fund each year was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

Slides presented are included in the Minute Book.

B. Receive an update concerning the Water Distribution Improvements Project and the Lower Adams Creek Sewer Outfall Project.

Randy Holloway and Erin Burris updated the Board on the Sewer line project stating Elite Infrastructure is moving along fairly well up Adams Creek from the WSACC Pump Station towards the bridge on South Main St. Elite Infrastructure is currently running on schedule.

State Utility Contractors is running a month behind the original schedule the Town received. The contractors should start paving Cook St. this week where the pavement was cut to install the new waterline. There have been a few compaction issues and State Utility Contractors is working with NCDOT to meet expectations. Posts will continue to be made on social media and the website to keep residents informed about detours and project status. The second crew from State Utility Contractors is now in Town to help with the water project.

Once the waterline is installed on N. Main St. up to Hwy 49, State Utility will go under Hwy 49 towards North Dr. The bore under Hwy 49 has already been completed to keep the project moving smoothly. Then, work on Hwy 73 will begin near Skyland Dr. towards Main St., to allow time for the Town to hear back from the Hazard Mitigation Grant which will help fund the storm water improvements and possible duct bank for burying the utility lines at the intersection of Franklin St. and Main St. Coordination of contractors and utility services will be crucial to work efficiently at the intersection of Franklin St. and Main St. and reduce the time for detours in that area.

Since a 2' waterline will be installed on Empire Drive from Hwy 49 to service the new Empire Drive Pump Station, residents along that area have been notified of the opportunity to connect to Town water. If the resident chooses to wait, the cost would be at the current tap rate.

Currently, there has only been one change order for the sewer project to add gates along the sewer easement to reduce trespassers at the request of the property owners. There is \$900,000 in the water project contingency budget and no change orders have been made. Any extra funds remaining from the contingency budgets of either the water or sewer projects can be moved to another project like the Water Treatment Plant Improvements Project. This would reduce the amount needed from Water & Sewer Fund Balance.

Information only.

C. Receive an update on the USDA Project and closing of the USDA loan.

Mr. Holloway stated that the Town has closed the loan for the USDA project. There was an enormous amount of paperwork to work through. The USDA project has a few more weeks before completion. The old Empire Drive Pump Station and Food Lion Pump Station have been decommissioned and removed. BRS, Inc has done a great job and been very easy to work with.

Amy Schueneman informed the Board that Staff received a surprise with the closing of the USDA loan. Staff knew from the start that one year's payment of \$230,000 must be set aside in a separate bank account called Debt Service Reserve Fund (DSRF), in case of emergencies, to make an annual payment. The DSRF has already been fully funded by the Town. However, in the closing paperwork, USDA is requiring another account called "Short-Lived Asset Replacement Fund (SLARF) for equipment repair/replacement totaling \$366,000. This account would require the Town to put aside \$34,734 from Water & Sewer Fund Balance per year for 10 years to meet this requirement. Since the first payment on June 1, 2025 is prorated to \$103,456.44 and the Town budgeted \$230,000 for the payment, the leftover amount from the payment could be put in the SLARF account to cover 3 years of payments. At the June 10th meeting, a Resolution to open the account and a budget amendment to move the funds will be on the agenda for the Board to approve.

7. New Business

A. Consider appointing a representative to the Water & Sewer Authority of Cabarrus County (WSACC) Board.

Randy Holloway's term on the WSACC Board expires June 30, 2025. The Town Board will need to make a new appointment or may re-appoint Mr. Holloway to WSACC's Board of Directors.

A motion to reappoint Randy Holloway as representative to the Water & Sewer Authority of Cabarrus County (WSACC) Board for a term ending June 30, 2028 was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

B. Consider allowing the Town Clerk to advertise on social media and website to receive applications for Planning & Zoning Board members for expiring terms.

Planning & Zoning Board members, Whit Moose, Bridget Fowler, and Jonathon Helms have expiring terms on June 30th. Town Clerk would like to know if the Town Board would like to request applications by putting them on social media and website. This has been the normal practice for the last few years. The term is for three years and would expire on June 30, 2028.

Whit Moose and Bridget Fowler are ETJ members of the Board that are appointed by the Cabarrus County Board of Commissioners. Both have already submitted their applications to the Cabarrus County Board of Commissioners.

A motion to allow the Town Clerk to advertise on social media and website to receive applications for Planning & Zoning Board members for expiring terms was made by Commissioner Furr with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

C. Consider allowing the Town Clerk to advertise on social media and website to receive applications for ABC Board members for expiring terms.

ABC Board members, Lisa Atwood and Lee Klutz have expiring terms on June 30th. Town Clerk would like to know if the Town Board would like to request applications by putting them on

social media and website. This has been the normal practice for the last few years. The term is for three years and would expire on June 30, 2028.

Per the Town Board's decision on May 1, 2024 ABC Board members must be either a resident in the Town limits, a property owner in the Town limits, a resident in the ETJ, and/or a property owner in the ETJ.

A motion to allow the Town Clerk to advertise on social media and website to receive applications for ABC Board members for expiring terms was made by Commissioner Simpson with a second by Commissioner Carter. All Board Members were in favor. (5-0)

D. Consider the Town Manager's budget message, Fees & Charges Schedule, and proposed budget for Fiscal Year 2025/2026.

The Town Manager and Town Staff prepared a recommended budget for Fiscal Year 2025/2026 in the amount of \$4,614,942. The Board was asked to set a Public Hearing date of June 10, 2025 for the FY25/26 budget.

A motion to set the Public Hearing for the Fiscal Year 2025/2026 budget for the June 10, 2025 Town Board meeting was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

A copy of the Budget Message, Fees & Charges Schedule, and the proposed Fiscal Year 2025/2026 Budget is included in the Minute Book.

E. ANX 2025-01 & REZ 2025-03 Harris Mustang Supply

Ms. Burris informed the Board that William & Kathleen Harris has petitioned for voluntary non-contiguous annexation, and there is a concurrent request to rezone the property to Conditional Zoning Light Industrial (CZ I-1). The Conditional Zoning site-specific plan proposes a 12,000-square foot building with office space, retail space, and warehouse space. A Conditional Zoning District may include any of the uses permitted by right or as a Special Use within the general zoning district, as set forth in Table 4.6-1 of the Mount Pleasant Development Ordinance (MPDO). All that is needed from the Board tonight is to set a Public Hearing for June 10th.

A motion to set a Public Hearing for ANX 2025-01 & REZ 2025-03 Harris Mustang Supply on June 10th was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

A motion to go into Closed Session was made by Commissioner Meadows with a second by Commissioner Furr. All Board Members were in favor. (5-0)

9. Closed Session 143-318.11.(a)(#5) - Property Acquisition *To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease;*

A motion to come out of Closed Session 143-318.11.(a)(#5) was made by Commissioner

Meadows with a second by Commissioner Furr. All were in favor. (5-0)

A motion to authorize the Town Manager to offer the agreed upon number for the purchase of a piece of property was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (4-1 Commissioner Carter)

10. Adjournment

With nothing else to come before the Board, Commissioner Meadows made a motion to adjourn. Commissioner Furr seconded the motion. All Board Members were in favor. (5-0)

By our signatures, the following minutes were approved as submitted on Tuesday, June 10, 2025 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor Tony Lapis



**Resolution Granting the Opening of a New Savings Account
with Authorized Signers, Opening of Account in FMS, and Move Funds to
USDA SLARF Account from Water & Sewer Fund**

WHEREAS, the Town Board of Commissioners approved the Resolution to pursue revenue bonds for the USDA sewer project on July 10, 2023 at the Town Board meeting; and

WHEREAS, a requirement of the USDA Permanent Financing is to open a **"USDA Short-Lived Asset Replacement Fund (SLARF)"** that requires the Town *"to start putting money in the SLARF in the fiscal year following the fiscal year in which you make your first principal payment. The Town's first principal payment is due in the current fiscal year (2025) so the first deposit to the SLARF will be in fiscal year 2026. The Bond Order says the Town has to make these annual deposits in an amount equal to the Short-Lived Reserve Requirement. The Bond Order identifies the Short-Lived Reserve Annual Deposit as \$34,734 and that the Short-Lived Reserve Requirement is \$336,000. So, each fiscal year the Town must deposit \$34,734 into the SLARF until it has at least \$336,000."*

WHEREAS, the Town budgeted \$229,443 in FY24/25 for the first USDA loan payment and the actual payment is less, \$104,574.90. The difference of \$124,868.10 can be used to open the SLARF and will cover more than 3 years of payments to this account.

BE IT RESOLVED, that the Town of Mount Pleasant Board of Commissioners hereby designates North Carolina Capital Management Trust to open a new savings account titled **"USDA Short-Lived Asset Replacement Fund (SLARF)"** under our Federal EIN #56-6001297, and that Town Manager-Terry R Holloway, Assistant Town Manager- Erin Burris, Finance Officer- Amy Schueneman, Human Resource Director-Crystal Smith, and Senior Customer Service- Jennifer Blake, and successors so titled, be authorized effective June 10, 2025 to execute the opening of the account, the ability to manage the account, and authorization to move funds among all accounts for the Town of Mount Pleasant.

In addition, the Finance Officer, Amy Schueneman, and successors so titled, will have permission to open the savings account with the same name in FMS software, as well as have the Boards permission to move the money from the Water & Sewer checking account to open the new savings account and to use funds only for large emergency repairs to the Empire Drive Pump Station. When the USDA Loan is paid in full, the Finance Officer will have the authority to close the account at the bank and return the remaining funds back to the Water & Sewer Checking account.

BE IT FURTHER RESOLVED that such evidence of debt, checks, and drafts will be signed or authorized by any two of said officials.

This is the 10th day of June, 2025.

Mayor Tony Lapish

SEAL

Attest: _____

Amy Schueneman, Town Clerk

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Resolution to Change the Name of a Bank Account from USDA Payment Reserve to USDA Debt Service Reserve Fund (DSRF)

BE IT RESOLVED, that the Town of Mount Pleasant Board of Commissioners hereby designates First Bank to rename the USDA Payment Reserve money market account #145002397 to **USDA Debt Service Reserve Fund (DSRF)**. The account will remain under our Federal EIN #56-6001297, and Town Manager-Terry R Holloway, Assistant Town Manager- Erin Burris, Finance Officer- Amy Schueneman, Human Resource Director-Crystal Smith, and Senior Customer Service-Jennifer Blake, and successors so titled, be authorized effective June 10, 2025 to execute the name change of the account, the ability to manage the account, and authorization to move funds among all accounts for the Town of Mount Pleasant.

In addition, the Finance Officer, Amy Schueneman, and successors so titled, will have permission to rename the bank account with the same name in FMS software. When the USDA Loan is paid in full, the Finance Officer will have the authority to close the account at the bank.

BE IT FURTHER RESOLVED, that such evidence of debt, checks, and drafts will be signed or authorized by any two of said officials.

This the 10th day of June, 2025.

Mayor Tony Lapis

Attest:

Amy Schueneman, Town Clerk

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Resolution to Change the Name of a Bank Account from USDA Payment Reserve to USDA Debt Service Reserve Fund (DSRF)

BE IT RESOLVED, that the Town of Mount Pleasant Board of Commissioners hereby designates and North Carolina Capital Management Trust to rename the USDA Payment Reserve money market account #47045711 to **USDA Debt Service Reserve Fund (DSRF)**. The account will remain under our Federal EIN #56-6001297, and Town Manager-Terry R Holloway, Assistant Town Manager- Erin Burris, Finance Officer- Amy Schueneman, Human Resource Director-Crystal Smith, and Senior Customer Service- Jennifer Blake, and successors so titled, be authorized effective June 10, 2025 to execute the name change of the account, the ability to manage the account, and authorization to move funds among all accounts for the Town of Mount Pleasant.

In addition, the Finance Officer, Amy Schueneman, and successors so titled, will have permission to rename the bank account with the same name in FMS software. When the USDA Loan is paid in full, the Finance Officer will have the authority to close the account at the bank.

BE IT FURTHER RESOLVED, that such evidence of debt, checks, and drafts will be signed or authorized by any two of said officials.

This the 10th day of June, 2025.

Mayor Tony Lash

Attest:

Amy Schueneman, Town Clerk

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WORK ORDER NO. 2
Town of Mount Pleasant, North Carolina
Project No. 2501169

This WORK ORDER ("Work Order") is made by and between the **Town of Mount Pleasant, North Carolina** (hereinafter referred to as "Owner") and **Garver, LLC**, (hereinafter referred to as "Garver") in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on November 8, 2023 (the "Agreement").

Under this Work Order, the Owner intends to make the following improvements for **Powder Activated Carbon (PAC) System Design**:

Generally, the scope of services includes a site alternative evaluation, preliminary design, detailed design, and construction administration activities for the PAC System. The project will be phased as follows:

- Phase 1 – Preliminary Design, Detailed Design, Permitting, and Bidding
- Phase 2 – Construction Phase Services (to be added via contract amendment)

As part of Phase 1, Garver will complete the following tasks/objectives.

- Task 100 – Design Phase Project Management
- Task 200 – Data Acquisition and Review
- Task 300 – Subconsultant Services
- Task 400 – Conceptual Evaluation
- Task 500 – Detailed Design
- Task 600 – Permitting Support
- Task 700 – Bidding Support Services

As part of Phase 2, Garver will complete the following tasks/objectives.

- Task 800 – Construction Phase Project Management
- Task 900 – Construction Administration
- Task 1000 – Construction Observation

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

1. SCOPE OF SERVICES

See Appendix A for Scope of Services.

2. PAYMENT

See Appendix B for Fee and Payment terms.

3. APPENDICES

- 3.1. The following Appendices are attached to and made a part of this Work Order:
- 3.2. Appendix A - Scope of Services
- 3.3. Appendix B – Fee and Payment Terms



This Work Order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

[Signature Page to Follow]

The effective date of this Work Order shall be the last date written below.

IN WITNESS WHEREOF, Owner and Garver have executed this Agreement effective as of the date last written below.

Town of Mount Pleasant, NC

Garver, LLC

By: Terry R. Holloway
Signature

By: Brian Shannon
Signature

Name: TERRY R. HOLLOWAY
Printed Name

Name: Brian Shannon
Printed Name

Title: TOWN MANAGER

Title: Vice President

Date: 5/20/25

Date: May 28, 2025

Attest: Amy Schueneman

Attest: Rob McIntyre



EXHIBIT A
Town of Mount Pleasant
Powder Activated Carbon (PAC) System Design
SCOPE OF SERVICES

BACKGROUND

The Town of Mount Pleasant (Town), North Carolina has selected Garver to provide preliminary and detailed design, permitting assistance, bidding assistance, and construction administration services for the addition of a Powder Activated Carbon (PAC) system as part of their water treatment process. The goal of this PAC system is to help reduce total organic carbon (TOC) in their raw water supply.

The Town has decided to purchase and install a (NORIT PORTA-PAC) PAC feed system to be housed in an approximately 24 feet x 24 feet pre-engineered metal building. The Town has asked Garver to make recommendations for the installation of the selected system, PAC material type and site location of the facility. Additionally, the Town has asked Garver to provide design and permitting services for the site and building to house the PAC equipment. The PAC feed system requires a source of motive water for generating PAC slurry. The motive water is expected to require a new well which will be designed as part of this contract.

SCOPE OF SERVICES

Generally, the scope of services includes a site alternative evaluation, preliminary design, detailed design, and construction administration activities for the PAC System. The project will be phased as follows.

- Phase 1 – Preliminary Design, Detailed Design, Permitting, and Bidding (Hourly, Not to Exceed)
- Phase 2 – Construction Phase Services (Hourly, Not to Exceed)

As part of Phase 1, Garver will complete the following tasks/objectives. Details of each task are described in the following sections.

- Task 100 – Design Phase Project Management
- Task 200 – Data Acquisition and Review
- Task 300 – Subconsultant Services
- Task 400 – Conceptual Evaluation
- Task 500 – Detailed Design
- Task 600 – Permitting Support
- Task 700 – Bidding Support Services

Task 100. Design Phase Project Management

To maintain consistent communications and keep the Town informed on project progress, Garver will provide the following project management services:

- Monthly progress reports (submitted with invoicing)
- Prepare and submit invoices for progress payments
- Monthly project schedule updates (submitted with progress reports)
- A Quality Control/Quality Assurance Plan
- Project meetings, agenda, and meeting notes
- Management and Coordination with Subconsultants (if needed)

Task 200. Data Acquisition and Review

Garver will submit a written data request to the Town for historical records (as-builts, engineering plans and specifications) for relevant facilities and sites (e.g. Water Treatment Plant (WTP), raw water lagoon, raw water intake and pump station) and plant operational data related to TOC testing, chemical feed systems, etc. Task 200 will include the following Garver services:

- Written data request to the Town of Mount Pleasant
- Review of Town-provided data

Task 300. Subconsultant Services

300.1 Site Survey

Garver will provide field survey data through a subconsultant for designing the Project at the selected site of the PAC system.

Garver's subconsultant will conduct field surveys, utilizing radial topography methods, at intervals and for distances at and/or along the Project site as appropriate for modeling the existing ground, including locations of pertinent features or improvements. Garver's subconsultant will locate buildings and other structures, streets, drainage features, trees over eight inches in diameter, visible utilities as well as those underground utilities marked by their owners and/or representatives (North Carolina 811), and any other pertinent topographic features that may be present at and/or along the Project site. Subsurface Utility Engineering may be conducted as additional services. Garver's subconsultant will establish control points for use during construction and locate property boundary as necessary. Garver's subconsultant will complete the survey using NC State Plane coordinates.

Task 400 Conceptual Evaluation

400.1 PAC System Assessment

System selection

It is assumed the NORIT PORTA-PAC will be the PAC feed system chosen for the project and purchased by the Town, in advance of construction. Garver will review the details and specifications for the chosen system and make recommendations for implementation.

Carbon selection

Garver will evaluate up to three (3) types of PAC for their effectiveness at TOC removal and make a recommendation of the preferred PAC material for used in the new system. Garver's evaluation will rely on jar testing results and water quality data recently collected by the Town.

Recommendations for PAC will be communicated in writing to the Town and included in the Detailed Design phase.

- Bid ready plan and detail drawing sheets incorporating Mount Pleasant's review comments
- Bid ready Front End and Technical Specifications incorporating Mount Pleasant's review comments

Task 500. Detailed Design

Garver will develop a 50% and 90% detailed design submittal. The 90% documents will be submitted for permitting and upon receipt of comments, will be followed by a 100% Issued for Bid document package. Garver will deliver design plans and details, specifications, and OPCC as outlined below.

Detailed design deliverables will consist of:

500.1. 50% Design Review

Garver will lead a design review consisting of a live walkthrough and discussion of the following:

- 50% 3D model and site plan (No Drawing set deliverable)
- Draft outline of technical specifications sections
- Updated OPCC
- Final PER Accepted by Town

500.2. 90% Issued for Permitting Documents

- 90% plan and detail drawing sheets for Mount Pleasant review and comment
- Draft front-end (Garver EJCDC standard) and updated technical specifications for Mount Pleasant review and comment
- Updated OPCC
- Permitting package(s)

500.3 100% Issued for Bid Documents

- Bid ready plan and detail drawing sheets incorporating Mount Pleasant's review comments
- Bid ready Front End and Technical Specifications incorporating Mount Pleasant's review comments

Task 600. Permitting Support

600.1 NCDEQ Permitting

Permitting through NCDEQ's Public Water Supply Division will be required for an Authorization to Construct the PAC system. This permit will be applied for during the design phase and certified by a Garver licensed NC Professional Engineer upon satisfactory completion of construction by the contractor, prior to the project being placed into service.

As part of the 90% design submittal process, Garver will develop an Issued for Permitting drawing and specification package, along with preparation and submittal of the permitting package to NCDEQ.

600.2 Building Department Permitting

Additionally, local building permit review packages required through the Cabarrus County Building Department will be prepared and submitted by Garver.

Task 700. Bidding Support Services

Garver will plan for and assist the Town of Mount Pleasant with project activities during the bid period of the project.

Garver will perform outreach activities to general contractors to build interest in the project for the purpose of expanding the number of potential project bidders.

Garver will assist the Town with the bid opening, review of all bids, and make a recommendation to award a contract to the successful bidder.

It is assumed that one bid period is included in this Scope of Services. Additional bid cycles will be considered as Additional Services.

Upon acceptance of bid, Garver will issue a set of conformed documents that incorporate any addenda issued during the bid period.

PHASE 1 PROJECT DELIVERABLES

The following will be submitted to designated Town personnel, or others as indicated, by Garver:

- Formal data request delivered electronically. (Task 200)
- Draft and Final Site Survey Drawing. (Task 300)
- Final PER with updated OPCC delivered electronically, with up to three (3) printed copies at the Town's request. (Task 500)
- 90% issued for permitting documents delivered electronically, with up to three (3) printed copies at the Town's request. (Task 500)
- 100% issued for bid documents delivered electronically, with up to three (3) printed copies at the Town's request. (Task 500)
- NCDEQ Authorization to Construct permit application. (Task 600)
- Bid tabulation and award recommendation. (Task 700)
- Conformed issued for construction documents delivered electronically, with up to three (3) printed copies at the Town's request. (Task 700)

PHASE 1 ADDITIONAL SERVICES

The following items are not included under this agreement but will be considered as additional services:

- Water quality data review in addition to those listed herein
- Evaluation of PAC system sizing
- Recommendation of PAC feed rates
- Provisions for mixing in the raw water lagoon
- Work pertaining to PAC residuals handling
- Evaluation of alternatives
- Work on areas of the WTP process other than those listed herein
- Submittals or deliverables in addition to those listed herein
- Subsurface Utility Engineering (SUE)
- Design of any utilities, relocation, or coordination with any utility owners with the exception of coordinating power to the new facilities
- Re-bids and bid phase services beyond a single bidding period, as specified herein
- Construction materials testing not specified herein
- Pilot testing services
- Water quality sampling or water quality testing services
- Revision of previously accepted studies, reports, design documents, or construction contract documents when such revisions are required by changes in law, rules, regulations, ordinances, codes, or orders enacted after the preparation of such studies, reports, documents, or designs; or are required by any other causes beyond Garver's control.
- Revision of previously accepted studies, reports, design documents, or construction contract documents due to change in Town preferences.

Additional Services will be as directed by the Town of Mount Pleasant in writing for an additional fee as agreed upon by the Town and Garver.

PHASE 2 SCOPE OF SERVICES

In general, the Scope of Services for Phase 2 shall consist of Construction Phase Services (CPS) for the PAC system project. CPS will consist of the following primary activities:

- Task 800 Construction Phase Project Management
- Task 900 Construction Administration
- Task 1000 Construction Observation

The construction duration for this project is estimated at four (4) months including Contractor mobilization, equipment procurement, and demobilization periods. The proposed fee for Garver's construction administration services is budgeted based on five (5) months of support. Garver's construction observation services are budgeted based on four (4) months of on-site construction beginning at Contractor mobilization. Should the Contractor's construction schedule extend beyond these periods and the Town of Mount Pleasant wishes to engage Garver for construction phase services beyond the initial periods, the Town and Garver will negotiate a scope and fee for the additional duration of services needed, based upon proration of the fee and schedule for the original amounts outlined herein.

It is assumed that the Town will directly contract with an independent materials testing firm during construction.

Task 800 Construction Phase Project Management

Garver will provide project management for all construction phase project tasks. Project management will include developing and implementing a construction phase project management plan; tracking and managing internal schedules of work; monitoring and addressing issues related to the scope of services, budget and deliverables; preparing and processing monthly billings; providing labor resources necessary to fulfill scoped work within defined schedule; scheduling and participating in quality control reviews; and providing update to the Town of Mount Pleasant on a regular basis.

Task 900 Construction Administration Services

- Issue a Notice to Proceed letter to the Contractor and attend a preconstruction meeting.
- Attend progress/coordination meetings with the Town/Contractor.
- Evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by Garver on the shop drawings during this review will not relieve Contractor from compliance with requirements of the drawings and specifications. The check will only be for review of general conformance with the design concept of the Project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents.
- Issue instructions to the Contractor on behalf of the Town of Mount Pleasant and issue necessary clarifications (respond to RFIs) regarding the construction contract documents.
- Review the Contractor's progress payment requests based on the actual quantities of contract items completed and accepted and make a recommendation to the Town regarding payment.

Garver's recommendation for payment shall not be a representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the Work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor.

- Finalize record drawings upon receiving mark-ups from the contractor.
- When authorized by the Town of Mount Pleasant, prepare change orders for changes in the work from that originally provided for in the construction contract documents. If redesign or substantial engineering or surveying is required in the preparation of these change order documents, the Town will pay Garver an additional fee to be agreed upon by the Town and Garver.
- Participate in final project inspection, prepare punch list, review final Project closing documents, and submit final pay request.

Task 1000 Construction Observation Services

Construction observation services will be provided by Garver's third-party Resident Project Representative (RPR), who will provide or accomplish the following:

- Consult with and advise the Town of Mount Pleasant during the construction period. It is assumed Garver's Resident Project Representative (RPR) will observe the project for an average of 2.5 days (20 hours a week) for a duration of up to four (4) months, with a round trip of 60 miles per each day. Duties of the RPR include the following on-site construction observation and office-based services:
 - Serve as the Town's agent at the project site;
 - Coordinate with the Town and observe the work as necessary for compliance with plans, specifications, permits, and approved shop drawings;
 - Field measure work quantities for review of pay estimate requests;
 - Maintain a project diary of written daily field reports containing information pertinent to each site visit;
 - Maintain field records for assistance in completion of as-built drawings;
 - Assist in preparing and reviewing the Contractor's change order(s);
 - Maintain a file of quantities incorporated into the work, test reports, certifications, shop drawings and submittals, and other appropriate information;
 - Perform special inspections as required by adopted code;
- In performing construction observation services, Garver will endeavor to protect the Town of Mount Pleasant against defects and deficiencies in the work of the Contractor(s); but Garver cannot guarantee the performance of the Contractor(s), nor be responsible for the actual supervision of construction operations or for the safety measures that the Contractor(s) takes or should take. However, if at any time during construction Garver observes that the Contractor's work does not comply with the construction contract documents, Garver will notify the Contractor of such non-compliance and instruct the Contractor to correct the deficiency and/or stop work, as appropriate for the situation. Garver will also record the observance, the discussion, and the actions taken. If the Contractor continues without satisfactory corrective action, Garver will notify the Town immediately, so that appropriate action under the Town's contract with the Contractor can be taken.

PHASE 2 PROJECT DELIVERABLES

The following will be submitted to the Town of Mount Pleasant, or others as indicated, by Garver:

- A. One hard copy set of Record Drawings.
- B. Electronic files as requested.

PHASE 2 ADDITIONAL SERVICES

The following items are not included under this agreement but will be considered as additional services:

- A. Redesign for the Town's convenience or due to changed conditions after previous alternate direction and/or approval.
- B. Submittals or deliverables in addition to those listed herein.
- C. Construction materials testing not identified herein.
- D. Warranty assistance.

Additional services will be directed by the Town of Mount Pleasant in writing for an additional fee as agreed upon by the Town and Garver.

SCHEDULE

Garver shall begin work under this Agreement within ten (10) days of a Notice to Proceed and shall complete the work in accordance with the schedule below:

Description	Calendar Days
Task 200 - Data request submitted	At Notice to Proceed
Task 200 - Data review	7 days from receipt of data from the Town
Task 300 - Survey	Begin within 14 days from Notice to Proceed
Task 400 - Conceptual Evaluation	Begin within 7 days from Notice to Proceed
Task 500.1 - 50% Design Documents - Model Review, Site Plan, Final PER	21 days from Notice to Proceed
Task 500.2 - 90% Design Documents	21 days from receipt of Town comments on Task 500.1
Task 500.3 - 100% Issued for Bid Documents	7 days from receipt of Town comments on Task 500.2 and permitting comments from NCDEQ
Task 600 - Permitting Support	Up to 60 days from submittal to NCDEQ, submittal after 90% design
Task 700 - Bidding Support	30 days from bid advertisement
Tasks 800-1000	150 days from construction NTP

Exhibit B

Town of Mount Pleasant PAC System Design

FEE SUMMARY

Phase 1 - Basic Services Section	Estimated Fees
Task 100 - Project Management	\$ 3,904.00
Task 200 - Data Acquisition and	\$ 2,026.00
Task 300 - Subconsultant	\$ 7,364.00
Task 400 - Conceptual Design	\$ 4,836.00
Task 500 - Detailed Design	\$ 49,138.00
Task 600 - Permitting Support	\$ 5,141.00
Task 700 - Informal Bidding Support Services	\$ 2,160.00
Subtotal for Basic Services Section	\$ 74,569.00
Phase 2 - Construction Phase Services	Estimated Fees
Task 800 - Construction Phase Project Managemer	\$ 3,240.00
Task 900 - Construction Administration Services	\$ 6,000.00
Task 1000 - Construction Observation Services	\$ 11,466.50
Subtotal for Construction Phase Services	\$ 20,706.50
Total All Services	\$ 95,275.50

Amy Schueneman

From: Tony Lapisch
Sent: Tuesday, May 27, 2025 2:38 PM
To: Amy Schueneman
Subject: Re: Garver Contract approval

Yes

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Tuesday, May 27, 2025 9:45 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisch <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
Cc: Randy Holloway <hollowayr@mtpleasantnc.us>
Subject: Garver Contract approval

Good Morning,

Randy received the final Garver contract, attached, for the engineering at the Water Treatment Plant. He feels good about it. The original proposal was for a lump sum of \$135,934 and Richard and Randy negotiated the scope and fee to an hourly rate and a not to exceed contract of \$95,275.50 saving \$40,659. The contract can be paid for using the project funds from the State grant.

Please respond to this email to me only to adhere to Open Meetings Law with a "yes" you are good with the contract and Randy signing it OR "no" you do not approve the contract.

I need to get an answer by 4pm today, please.

Thanks,

Amy Schueneman, CMC, NCCMC

Town Clerk/Finance Officer

Phone: 704-436-9800 ext 1002

Email: amy@mtpleasantnc.gov

Web: www.mtpleasantnc.gov

Address: 8590 Park Dr.

PO Box 787

Mt. Pleasant, NC 28124

The Town of Mount Pleasant is an equal opportunity provider, employer, and lender.

Amy Schueneman

From: Lori Furr
Sent: Tuesday, May 27, 2025 9:58 AM
To: Amy Schueneman
Subject: Re: Garver Contract approval

Yes

[Get Outlook for iOS](#)

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Tuesday, May 27, 2025 9:45:42 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisht <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Amy Schueneman

From: William Meadows
Sent: Tuesday, May 27, 2025 10:02 AM
To: Amy Schueneman
Subject: Re: Garver Contract approval

Yes

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Tuesday, May 27, 2025 3:45:42 PM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisht <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Address: 8590 Park Dr.

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Amy Schueneman

From: Steven Dixon
Sent: Tuesday, May 27, 2025 9:48 AM
To: Amy Schueneman
Subject: Re: Garver Contract approval

Yes

Steven Dixon

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Tuesday, May 27, 2025 09:45
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; John Scarbrough <jfs@sandslegal.net> <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapish <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Subject: Garver Contract approval

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Thanks,

Amy Schueneman, CMC, NCCMC

Town Clerk/Finance Officer

Phone: 704-436-9800 ext 1002

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Web: www.mtpleasantnc.gov

Address: 8590 Park Dr.

PO Box 787

Mt. Pleasant, NC 28124

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Amy Schueneman

From: Chris Carter
Sent: Tuesday, May 27, 2025 2:11 PM
To: Amy Schueneman
Subject: Re: Garver Contract approval

Yes

[Get Outlook for iOS](#)

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Tuesday, May 27, 2025 9:45:42 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisht <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Amy Schueneman, CMC, NCCMC

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Web: www.mtpleasantnc.gov

Address: 8590 Park Dr.

PO Box 787

Mt. Pleasant, NC 28124

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Amy Schueneman

From: Justin Simpson
Sent: Monday, June 2, 2025 10:21 AM
To: Amy Schueneman
Subject: Re: Garver Contract approval

Yes.

Justin E. Simpson
Town Commissioner | [Town of Mount Pleasant](#)
O: (704) 425-1676
E: simpsonj@mtpleasantnc.us
8590 Park Dr.
Mount Pleasant, NC 28124

On May 27, 2025, at 9:45 AM, Amy Schueneman <amy@mtpleasantnc.gov> wrote:

Good Morning,
Randy received the final Garver contract, attached, for the engineering at the Water Treatment Plant. He feels good about it. The original proposal was for a lump sum of \$135,934 and Richard and Randy negotiated the scope and fee to an hourly rate and a not to exceed contract of \$95,275.50 saving \$40,659. The contract can be paid for using the project funds from the State grant.

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Address: 8590 Park Dr.

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Mt. Pleasant, NC 28124

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<Exhibit A - Scope of Services - Mount Pleasant PAC Feed System - Version 2 - 5.19.2025.pdf><Exhibit B - Garver Fee Spreadsheet - Lump Sum or Hourly_V2.pdf>

TOWN OF MOUNT PLEASANT

Budget Amendment #14 Garver Engineering Disinfection By Products WO#1 overage					
Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
21-3091-900	Appropriation of Fund Balance	\$ 183,101.00	\$ -	\$ 9,139.00	192,240.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
21-4037-330	Contract Services-Plant	\$ 36,280.00	\$ 9,139.00	\$ -	45,419.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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Totals		\$219,381.00	\$9,139.00	\$9,139.00	\$237,659.00
BA #14 Garver Engineering Disinfection By Products WO#1 overage					
Prepared by: Amy Schueneman Date: 6/10/2025 Approved by: _____					
Posted by: Amy Schueneman Date: _____					

**BUDGET DOCUMENT
MT. PLEASANT ABC BOARD
FISCAL YEAR 2025-2026**

The following budget establishing revenues and setting expense appropriations effective July 1, 2025, through June 30, 2026.

Section 1. Estimated Revenues. It is estimated that the revenues listed below will be available during the fiscal year beginning July 1, 2025, and ending June 30, 2026, to meet the operational and functional appropriations as set forth in Section 2, in accordance with the chart of accounts prescribed by the state ABC Commission.

Money Market Account (Not Included)	\$50,034
-------------------------------------	----------

Estimated Revenues:

Sales	\$1,638,495
Other Income	<u>100</u>

Section 2. Appropriations. The following expenses are hereby appropriated for fiscal year 2023 – 2024 and are funded by the revenues made available through Section 1, herein.

Appropriations:

Taxes Based on Revenue	367,719
------------------------	---------

Cost of Goods Sold	838,181
--------------------	---------

Operating Expenses	Store	Admin.	Warehouse	Law Enf.	Total
Salaries & Benefits	260,075				260,075
Board Members		\$5,460			5,460
Unemployment Ins.	0				0
Cash Over/Short	0				0
Rent/Lease	96,000				96,000
Repairs & Maintenance	15,781				15,781
Utilities	10,081				10,081
Ins. – General & Bonds	10,609				10,609
Store/Office Supplies	6,000				6,000
Travel	2,000				2,000
Professional Fees	6,000				6,000
Credit Card Fees	19,478				19,478
Uniforms	0				0
Vehicle	0				0
Contingencies	1,111				1,111
Total	\$427,135	\$5,460			\$432,595

Capital Outlay:	Store	Admin.	Warehouse	Law Enf.	Total
Current Store improvements,					
Purchase, lease,					
for relocating store	10,000				0
					0
					0
Debt Proceeds					0
	\$	\$	\$	\$	\$10,000

Debt Service/Lease:	Store	Admin.	Warehouse	Law Enf.	Total
(define)					0
					0
					0
					0
	\$	\$	\$	\$	\$0

Total Estimated Expenses:
\$427,135 \$5,460 \$0 \$0 \$432,595

Distributions:
Mandatory 3 ½% & Bottle Tax 0
Law Enforcement 0
Alcohol Education & Rehab 0
Other County/Municipal 0
Other Distributions 0
Total Distributions 0

Working Capital Retained 0
(Appropriated Fund Balance) 0

Total Expenses, Distribution & Reserve \$1,638,495

Section 3. Copies of this Proposed Budget Document shall be furnished to the Mt. Pleasant Town Board, the state ABC Commission, and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted by the Mt. Pleasant ABC Board on May 7, 2025.

TOWN OF MOUNT PLEASANT

Budget Amendment #12 USDA payment correction on interest					
Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
21-4071-006	USDA-Empire Dr PS, Manholes, ABC Principle	\$ 229,443.00	\$ -	\$ 8,574.90	220,868.10
21-7072-006	USDA-Empire Dr PS, Manholes, ABC Interest	\$ -	\$ 8,574.90	\$ -	8,574.90
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Totals		\$229,443.00	\$8,574.90	\$8,574.90	\$229,443.00
BA #12 USDA payment correction on interest					
Prepared by: Amy Schueneman Date: 6/10/2025 Approved by: _____					
Posted by: Amy Schueneman Date: _____					

MEMORANDUM

To: Mayor and Town Board

From: Randy Holloway, Town Manager

Date: June 10, 2025

RE: Manager's report for May 2025

Please find listed below an update / overview for the month of May 2025

- Participated in a meeting with Staff and NCDEQ to discuss the ongoing water treatment issues to include the PAC project.
- Worked with Staff to prepare for the USDA loan closing which is now complete.
- Worked with Staff to acquire the Edquist property with the approval of the Town Board. The closing is scheduled for later in June.
- Had a follow-up meeting with Graver Engineering to discuss their firm assisting with the water treatment issues. The contract was approved by the Board, and they are meeting with Staff to expedite the PAC project with hopes of having the project completed by the time the plant renovations are complete.
- Continued worked with Staff to help prepare the budget for FY-25/26.
- Continued worked with Staff to keep the State funded sidewalk project and the North Washington Drive projects moving forward.
- Continued worked with Staff to keep the comprehensive planning update moving forward.
- Participated in the monthly USDA, water and sewer project update meetings.
- Attended the monthly meeting of WSACC.
- Took a short vacation the last week of May.



Planning, Economic Development, & Infrastructure Projects
June 10, 2025

Active Planning & Zoning Cases

ANX 2025-01 & REZ 2025-03 Harris Property

Description: Request to annex property and rezone to Town of Mount Pleasant Light Industrial (I-1 or CZ I-1) to construct a 12,000 square foot building with office, retail, and warehouse space

Location: 6705 NC Highway 49 N

Current Zoning: Cabarrus County Office & Institutional (OI)

Proposed Zoning: Mount Pleasant CZ I-1 Light Industrial

Area: approx. 4.93 acres

Estimated Sewer Capacity Usage: 0 gpd (project to utilize well and septic)

Current Status: Scheduled for June 10 Town Board public hearing date.

SUB 2025-01 N. Main Street Infill Subdivision

Description: Preliminary plat for proposed 15-lot infill subdivision on N. Main Street.

Location: 800 N. Main Street

Current Zoning: RM Residential Medium Density

Area: approx. 7.5 acres

Estimated Sewer Capacity Usage: 3,375 gpd

Current Status: Preliminary Plat reviewed by Technical Review Committee (TRC). Engineer working on revisions. To be scheduled for Planning & Zoning Board meeting (administrative review to ensure compliance with regulations of Mount Pleasant Development Ordinance) when Preliminary Plat meets all requirements.

SITE 2024-01 Uwharrie Bank (SUP 2024-01 and ADP 2024-01-Revised)

Description: Construction of new approximately 6,000sf bank building

Location: 8320 W. Franklin St.

Cabarrus County Parcel Number(s): 5670-13-6357

Current Zoning: CC Center City

Area: 3.707 acres (approximately 1 acre portion of site to be used)

Estimated Sewer Capacity Usage: existing tap for previous building

Current Status: Waiting on construction plans.

SITE 2022-04 Highway 49 Mini-Storage

Description: Site Plan for 10 acres of mini storage (site area 11.27 acres), including 20 storage buildings totaling 98,100 square feet

Location: 8830 NC Highway 49 N

Cabarrus County Parcel Number(s): 5670-47-4622

Current Zoning: I-1 Light Industrial

Area: 11.27 acres

Estimated Sewer Capacity Usage: 0gpd

Current Status: Zoning approval pending.

SUB 2020-03 Brighton Park

Description: 178-lot single-family subdivision with community clubhouse and pool. Plans for development of this property were originally initiated in 2008.

Applicant: Niblock Homes

Location: Southwest corner of NC Highway 73 and NC Highway 49

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RM Residential Medium Density

Area: approx. 86.77 acres

Density: 2.05 dwelling units per acre

Estimated Sewer Capacity Usage: 28,560gpd for first three phases and 14,160gpd for last two phases (42,720gpd total, allocated in development agreement 6/17/2022)

Current Status: Phase 1 Final Plat (58 lots) recorded. Bonded improvements being completed. Zoning Permits being issued (9 total issued to date).

SUB 2017-01 Green Acres

Description: 37-lot single-family subdivision. Plans for development of this property were originally initiated in 2008.

Location: NC Highway 73 at Sloop Arthur Drive and Green Acres Circle

Cabarrus County Parcel Number(s): 5651-70-6355

Zoning: RM CZ Conditional Residential Medium Density

Area: approx. 14.92 acres

Density: 2.28 dwelling units per acre

Estimated Sewer Capacity Usage: 8,880gpd (allocated in development agreement 7/12/2022)

Current Status: Final Plat recorded. Bonded improvements being completed. Zoning Permits may be issued.

Code of Ordinances

Later during 2025, codification and updates to Part 4 Public Works and Part 6 Licensing and Regulation will be completed.

Infrastructure

- The WSACC Wastewater Capacity Distribution #12 Memo dated January 28, 2025 shows that Mount Pleasant has a total of 120,155gpd of allocation. Distribution #12 added 3,582gpd to Mount Pleasant's allocation. The Town's updated sewer allocation spreadsheet shows 18,960 gpd of non-strategic reserve (equivalent of 84 homes) and 10,000gpd of strategic reserve remaining to be allocated through the 30MGD Rocky River Regional Wastewater Treatment Plant (RRWWTP) expansion.
- Work has been completed on Empire Drive Sewer Pump Station and sewer line utilizing a USDA loan. Sewer line and manhole replacements on A, B, C, Wade, and Reid Streets are complete. Final punchlist is being completed. Visit www.mpncfuture.com.
- The Town's Water Distribution Line project being installed by State Utility began in February 2025 with an estimated completion by the end of year. The Lower Adams Creek Sewer Outfall project being installed by Elite Infrastructure Group began in March 2025 with an estimated completion by March 2026. Project updates will be posted on www.mpncfuture.com. Information about road closures and service interruptions will be posted on social media.
- Volkert Engineering is currently working on the engineering for the N. Washington Street Sidewalk/Curb & Gutter project. Engineering is nearing completion and under review by NCDOT. House at the corner of N. Washington Street and Hwy. 73 to be removed.
- Staff submitted Congestion Mitigation and Air Quality Grant (CMAQ) applications for the sidewalk projects in the Bicycle & Pedestrian Project Acceleration Plan. The two W. Franklin Street segments and E. Franklin Street segment were included in front-loaded funding requested for CMAQ/CRP funding by the MPO and

the Town received a \$2.7 million directed grant from the state for sidewalk installation. Staff is currently working with NCDOT to design and administer one or more sidewalk segments on behalf of the Town.

- McAdams Engineering is 90% complete on downtown stormwater improvement plans. The drawings are currently under environmental review and utility coordination.
- McAdams Engineering completed a draft conceptual plan for parking and streetscape improvements in the southwest quadrant of downtown. This will facilitate coordination with adjacent property owners and businesses and provide the information needed to apply for funding. McAdams Engineering has prepared scope of work for engineering that the staff is currently reviewing.
- The Town was selected to move forward in the FEMA Building Resilient Infrastructure and Communities (BRIC) grant process. The application includes Downtown utility duct bank installation and conversion and stormwater mitigation as recommended in the downtown stormwater study currently underway. The grant request is for approximately \$4.5 million. The grant match is 12%. Staff provided an updated Benefit Cost Analysis as requested by FEMA and was awaiting FEMA's response. **However, a press release was issued by FEMA stating that the BRIC program had been cancelled by the current administration, including the grant cycle years that included Mount Pleasant's project.** <https://www.fema.gov/press-release/20250404/fema-ends-wasteful-politicized-grant-program-returning-agency-core-mission>
At the request of the North Carolina Department of Public Safety, the Town has submitted the project for FEMA Hazard Mitigation Grant funding.

Comprehensive Plan Update

- Background information was presented to the Steering Committee at its March 25, 2024 meeting.
- A public input survey was available online from the end of April until May 31, 2024. The public workshop was held May 21, 2024. The survey and workshop were publicized on the Town's website, social media, and in the water bills. Benchmark Planning has prepared draft public input results and analysis that was presented to the Steering Committee its July 29, 2024 meeting.
- Greenfield Economic Development consultants prepared an economic development analysis.
- Draft goals and strategies were presented to the Steering Committee at the September 23, 2024 meeting.
- In March 2025, the complete draft plan was reviewed by the Steering Committee and recommended to move forward to a public information workshop.
- A public information workshop will be held prior to the May 19, 2025 Planning & Zoning Board meeting. Ten people attended.
- Planning & Zoning Board made a recommendation for adoption at the May 19, 2025 meeting.
- Public hearing is scheduled for June 10, 2025 TB meeting.

Permits

May permits attached.

May 2025 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2025-31	5/6/2025	5670-28-6113	8455	NC Hwy 49	Temp. Use	Food/Beverage vendor	Sweet Sippers	90 calendar days
Z-2025-32	5/6/2025	5670-52-1293	9070	E. Franklin St.	Temp. Use	Food/Beverage vendor	Bubba's Boiled Peanuts	90 calendar days
Z-2025-33	5/16/2025	5651-70-9089	16	Wendall Ln.	New	Single-family home	Smith Douglas Homes	Green Acres
Z-2025-34	5/16/2025	5651-70-9553	5641	Arnold Way	New	Single-family home	Smith Douglas Homes	Green Acres

4 Zoning Permits

Financial Report as of May 31, 2025

	Bank Acct Name	Balance
<u>General Fund Accts</u>	General Checking	\$195,817.41
	General Fund MM at First Bank	\$89,278.48
	General Fund MM (NCCMT)	\$1,985,536.65
	General Fund 42% MM at First Bank	\$3,355.45
	General Fund 42% MM (NCCMT)	\$1,279,712.52
	Façade Grant	\$16,127.43
	Park Development (Uwharrie)	\$1,224.10
	Payroll Checking	\$108,540.73
	Powell Bill	\$48,643.38
	Retiree Insurance at First Bank	\$2,580.09
	Retiree Insurance (NCCMT)	\$25,391.11
Water/Sewer accts	WS Checking	\$121,603.48
	WS Money Market	\$199,870.70
	WS Money Market (NCCMT)	\$873,677.20
	Debt Setoff (NCCMT)	\$1,107.37
	Dredging Fund (Uwharrie)	\$31,159.78
	USDA- Payment Reserve at First Bank	\$107,338.80
	USDA- Payment Reserve (NCCMT)	\$171,087.05
Capital Reserve Accts	Infrastructure & Streets	\$16,967.04
	Police Vehicles	\$2,700.19
Capital Projects	CMAQ Capital Project	\$127,602.67
	SCIF funds	\$0.00 Closed
	USDA Capital Project	\$115,722.57
	State Funded-Sewer Project	\$1,009,723.40
	State Funded Water Projects	\$133,785.30
	USDA (Uwharrie-Loan funds-savings)	\$886,054.47
	State Grant-WTP renovations	\$2,501.61
	State Grant- \$100,000 capital/equipment	\$99,147.44
	State Grant- \$2.7M for Sidewalks	\$204,999.74
	State Grant- \$2.7M for Sidewalks(NCCMT)	\$2,478,987.66
	Downtown Storm Drainage Improvement	\$17,924.52
	Parking Lot- S Main Cap Proj	\$3,000.85
Fire Dept.	Fire & Rescue Relief Fund (First Bank)	\$3,416.57
	Fire & Rescue Relief Fund (NCCMT)	\$44,143.18
	FD-Radio Reserves	\$10,972.64
	FD Capital Reserve -Vehicles	\$2,608.33
	FD-Personnel	\$28,003.11

TOTAL \$10,450,313.02

FY2024-2025		General Fund			
	APPROVED	MONTH	YEAR		
	FY2024-2025	TO DATE	TO DATE	REMAINING	PERCENT
		(Encumbered)			
Revenues	\$3,277,870.00		\$3,202,541.17	\$75,328.83	98%
Expenditures	\$3,277,870.00	\$114,177.81	\$2,475,422.94	\$688,269.25	79%
		Water Sewer Fund			
	APPROVED	MONTH	YEAR		
	FY2024-2025	TO DATE	TO DATE	REMAINING	PERCENT
		(Encumbered)			
Revenues	\$1,719,721.00		\$1,425,712.23	\$294,008.77	83%
Expenditures	\$1,719,721.00	\$38,344.32	\$1,333,749.35	\$347,627.33	80%

TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL -May 2025

	CURRENT BUDGET	YTD ACTUAL	DIFFERENCE
GENERAL GOVERNMENT			
Town Hall	112,584.00	94,811.41	17,772.59
Governing Body	40,650.00	24,770.80	15,879.20
Admin	511,775.00	401,542.32	110,232.68
Planning & Zoning	267,559.00	146,264.85	121,294.15
	<u>932,568.00</u>	<u>667,389.38</u>	<u>265,178.62</u>
PUBLIC SAFETY			
Law Enforcement	300,952.00	116,719.36	184,232.64
Fire Department	1,101,000.00	836,347.29	264,652.71
	<u>1,401,952.00</u>	<u>953,066.65</u>	<u>448,885.35</u>
PUBLIC WORKS			
Operations Center	59,708.00	45,075.06	14,632.94
Streets	188,068.00	87,069.01	100,998.99
Sanitation	150,170.00	120,497.65	29,672.35
Buildings & Grounds	114,652.00	80,231.74	34,420.26
	<u>512,598.00</u>	<u>332,873.46</u>	<u>179,724.54</u>
CULTURE/REC	<u>85,400.00</u>	<u>51,781.31</u>	<u>33,618.69</u>
DEBT SERVICE			
Debt Service Principal	227,528.00	226,930.14	597.86
Debt Service Interest	117,824.00	120,720.10	(2,896.10)
	<u>345,352.00</u>	<u>347,650.24</u>	<u>(2,298.24)</u>
TOTAL	3,277,870.00	2,352,761.04	925,108.96
WATER/SEWER			
Admin	310,772.00	230,594.45	80,177.55
Operations Center	24,853.00	21,770.60	3,082.40
Water	208,614.00	170,960.25	37,653.75
Sewer	439,440.00	375,715.38	63,724.62
Water Treatment Plant	489,094.00	397,209.15	91,884.85
	<u>1,472,773.00</u>	<u>1,196,249.83</u>	<u>276,523.17</u>
DEBT SERVICE			
Debt Service Principal	241,552.00	9,043.04	232,508.96
Debt Service Interest	5,396.00	4,085.56	1,310.44
	<u>246,948.00</u>	<u>13,128.60</u>	<u>233,819.40</u>
TOTAL	1,719,721.00	1,222,507.03	497,213.97
COMBINED	4,997,591.00	3,575,268.07	1,422,322.93



To: Mayor and Town Board of Commissioners

From: Crystal Smith, Human Resources Director

Date: June 2025

Listed below are activities for the month of May 2025.

- Continuing to work with the Hilb Group for dental/vision insurance. Implementation July 1, 2025.
- Attended April Board meeting
- Attended the Cabarrus County Community Planning meeting. Final meeting for this group in June 17, 2025
- Participated in Southern Software zoom meeting on enhanced modules on FMS (our financial software).
- Independence Celebration planning meeting with Fire Marshalls, EMS, Fire, Cabarrus County Sheriff's Department, Event Coordinator, and Command Central Coordinator.
- Playground spinner replaced

Customer Service Area:

- Generated 1288 bills (which includes 598 ebills) totaling \$124,865.50
- Twenty (20) customers were disconnected for non-payment.
- Reminder notification to customers on Constant Contact: 746 customers received either email/text notification with 545 opening the notifications.
- LEAD Line Surveys: We are holding this project until after the water line project is finished. The deadline to have LEAD line surveys completed is the end of 2026.

Constant Contact Update:

- Statistics from April Bill: 587 sent, 426 opened, 15 clicked on links, 1 bounce backs (email changes, etc.), and 0 unsubscribes.

Human Resources Area:

- One new firefighter hired in May
- One firefighter rehired in May

Events:

- Continued planning process for the Independence Celebration, which is Saturday, June 28, 2025

CODE ENFORCEMENT

Monthly report

The following case load was managed by Code Enforcement for the month of:

May 2025

Case Status

New Cases	11
Cases Cleared	19
Monitoring	5

New Cases

Case #	Location	Reference	Status
025-036-C	1550 S. Main Street	Building w/o permit – livestock	O
025-037-C	Town	Request for abandoned vehicle ordinance change	O
025-038-C	605 Jackson Street	RV	C
025-039-C	Historic Hill Drive	Parking	C
025-040-C	1473 S. Main Street	Grass	C
025-041-C	Behind Buddies' Restaurant	Grass	C
025-042-C	8259 Barringer Street	Grass	C
025-043-C	1500 B Street	Dumping	C
025-044-C	1525 Pinto Place	Grass	C
025-045-C	Cook Street	Motorcycle Accident	C
025-046-C	1101 N. Main Street	Asphalt debris thrown in yard	C
025-047-C	105 Brackenbury Circle	Vehicle	O

Route Card Summary

Action	Number
Code Enforcement	26
Emergency Management	2
Golf Cart Inspection	3
Grants	0
Investigation	0
Meeting	1
Other	4
Recheck	18
Sign Sweep	0
Training	0
Hazardous Condition	0
TOTAL	54

Route Card

Day	Activity	Code	Notes
05	100 Brackenbury Circle	R	Recheck vehicles/fence
05	8889 East Franklin	R	Vehicle
05	South Main Street	R	Utility lines
05	1370 "C" Street	R	Checked vehicles, truck has been moved.
05	8424 NC 49	R	Check Dumping
05	8424 NC 49	R	Verify food vendor has moved.
05	8320 West Franklin	R	Grass
05	8338 Fisher Road	R	Vehicle
05	Allman Extension	R	Construction vehicles blocking traffic.
06	Monthly report	O	Compiled monthly report and updated cases
06	Office filing – updates	O	Updated files and filed as appropriate
06	Telephone conversation	C	Spoke with Branch Manager of Uwharrie Bank regarding grass situation at 8320.
12	Request for investigation	C	Request to check a reported new building at 1550 South Main Street
12	Mitigation Plan	EM	Provided documentation of mitigation plan action for infrastructure impact.
13	605 Jackson Street	R	RV has been moved. Investigation closed.
13	Office	O	Updated and filed case reports
13	Cantina 73	R	RV has been moved. Investigation closed.
13	Complaint	C	Multiple vehicles including a tractor/trailer parked on Historic Hills.
13	Informational Letter	C	Sent informational letter ref. above since multiple residents were involved.
13	1550 South Main Street	C	LOI – Possible building without a permit.
13	Ordinance	C	Request to change ordinance regarding junk vehicles.
19	101 Pine Street	GCI	Golf Cart Inspection
19	1380 Ridge Avenue	GCI	Golf Cart Inspection
19	1500 B Street	C	Dumping
19	1473 South Main Street	C	High Grass LOI
19	8529 Barringer Street	C	High Grass LOI
19	Grassy area behind Buddies	C	High Grass LOI
19	1525 Pinto Place	C	High Grass LOI
19	Historic Hills	R	Parking – No vehicles
19	1370 C Street	C	Spoke with owner regarding vehicles.
20	1045 North Main Street/Cook Street	C	Motorcycle accident
20	8173 Wood Street	C	Took the motorcycle driver home.

20	8424 Hwy 49	C	Checked the building and sent copy of request to meet with owner regarding conditions to Planner.
20	1550 South Main Street	C	Checked possible livestock. Found a goat was being kept on site. Owner stated is was a "project" for his daughter.
22	1550 South Main Street	C	Planner spoke with complainant regarding the goat.
22	Office	O	Filing
26	1473 South Main Street	R	Lot has been mowed. (CLOSED)
26	8529 Barringer Street	R	Lot has been mowed. (CLOSED)
26	Behind Buddy's Restaurant	R	Lot has been mowed. (CLOSED)
26	8320 West Franklin Street	R	Lot has been mowed. (CLOSED)
26	1500 "B" Street	R	Verified debris/junk has been moved (CLOSED)
26	1523 Pinto Place	R	Lot has been mowed (CLOSED)
26	8889 E. Franklin Street	C	RV with slides out, side yard. Discovered while checking "B" Street. Monitoring – 12 days.
26	Independence Day Meeting	M	Meeting to discuss independence day parade.
26	Piedmont Hardwoods	C	Received an email from Planner to NCDOT regarding the excavation at this site in the NC Highway 49 right of way. Filed in case file.
26	8424 Hwy 49, N	C	LOI requesting a meeting and consent to enter property.
26	357 North Main Street	C	Monitoring POD in front yard, monitoring 60 days.
29	Fisher Road – Junk vehicle	R	Discovered alternate address for owner. Mailed LOI.
29	Independence Day Celebration	EM	Request for EMS for a stand-by unit and NCDOT for two message boards for NC 73.
29	8228 Fisher Road Vehicle	R	Discovered mailing address for owner. Sending LOI.
29	105 Brakenbury Circle – Vehicle	C	Abandoned vehicle parked in ROW.
29	8889 East Franklin Street	R	RV slides still deployed
29	1370 C Street	R	Vehicle
29	1550 S. Main Street	R	No permit as of today for the new building. Planning Director has sent application.
29	Laundry beside Marathon	C	Vehicle selling tires. Notified property owner, stated subject was doing laundry.
29	Mount Pleasant Road North	C	Abandoned trailer.
29	Oberhaus Street at Erbach Lane	C	Tree removal follow-up
30	8677 Oldenburg Drive	GCI	Golf cart inspection
30	N. College Street	C	Complaint of trimming in ROW. Duke Energy not Town.

MEMORANDUM

To: Mayor and Town Board

From: Derek Linker, Public Works

Date: June 10, 2025

Please find listed below an update / overview for the month of May 2025

New:

- Completed monthly meter reads
- Water Cut-Offs
- Responded to 1 pump station alarm calls
- Responded to 1 after hour customer calls
- Picked up 10 dump truck loads of brush which equals 120 cubic yards of brush
- Completed 26 work orders for various issues
- Started Flagging raw water line so we can clear our 50 foot right of way
- Repaired water service leak at 1555 Crowell St.

Ongoing:

- Public works mows and maintains approximately 18 acres each week to biweekly depending on conditions as well as ground maintenance at all 8 of our sewer pump stations
- 8 pump stations are checked once a week which included a visit to each station checking dialer status and recording run times. Alarm floats are pulled and checked and stations cleaned monthly in accordance to NC DWQ standards
- Weekly Chlorine monitoring is done on Mondays and consists of pulling samples from 5 different sites which change every other week
- Due to the volume of brush/yard debris collection typically takes 1 to 1.5 days of the week especially during leaf season

Mayor and Commissioner's,

All,

-We responded to 79 calls in May

-No major mechanical issues to report

-The epoxy coating on the bay floors have been completed and turned out great.

-Members partnered with Allen VFD with an educational event.

As always thank you for your continued support.

Dustin Sneed

Fire Chief

Mt. Pleasant Fire Dept.



Public Hearing Agenda Item:

Consider approving the proposed budget, budget ordinance, and fee schedule for Fiscal Year 2025-2026.

Narrative:

The budget is balanced using the current tax rate of 39 cents per one hundred dollars tax value. The recommended budget includes an additional \$2.50 increase to base rate on sewer bills. The complete budget and fee schedule are included in the agenda packet.

Recommendation:

1. Motion to approve the presented Budget for Fiscal Year 2025-2026 at a tax rate of 39 cents per one hundred dollars and amended Fees & Charges Schedule.
2. Motion to approve the Budget Ordinance for Fiscal Year 2025-2026.

TOWN OF MOUNT PLEASANT

An equal opportunity provider, employer, and lender.

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TOWN OF MOUNT PLEASANT
OPERATING BUDGET ORDINANCE
FISCAL YEAR 2025-2026

BE IT ORDAINED by the Town Board of Commissioners of the Town of Mount Pleasant, North Carolina;

Section 1: Budget Adoption

Pursuant to North Carolina General Statute 159, there is hereby adopted the following Operating Budget of the Town of Mount Pleasant for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026; the same being adopted by fund and the department within each fund as listed.

GENERAL FUND

REVENUES

Ad Valorem	\$1,156,649
State Collected Taxes	509,000
Sales, Permits & Fees	54,400
Restricted & Grants	89,740
Public Safety Revenues	1,084,978
Rent & miscellaneous	77,000
Appropriations from Fund Balance	101,821
TOTAL	\$3,073,588

EXPENDITURES

General Government	\$605,752
Public Safety	1,456,001
Public Works	570,930
Cultural & Recreation	94,571
Debt Service & Transfers	346,334
TOTAL	\$3,073,588

WATER & SEWER FUND

REVENUES

Sales, Permits, Fees	\$1,519,795
Investment Earnings	30,000
Rent & Miscellaneous	31,559
Appropriations from Fund Balance	10,000
TOTAL	\$1,591,354

EXPENDITURES

Water & Sewer	\$1,342,929
Debt Service	248,425
TOTAL	\$1,591,354

COMBINED	\$4,664,942
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Section 2: Levy of Taxes

There is hereby levied, for the Fiscal Year 2025-2026, an Ad Valorem Tax Rate of **thirty nine (39) cents** per one hundred dollars (\$100) valuation of taxable property as listed for taxes as of January 1, 2025. This rate shall be levied entirely within the General Fund.

Section 3: Transfer of Appropriations

The Budget Officer (Town Manager) is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions as specified in North Carolina General Statute 159.

- A. The Budget Officer may transfer amounts between objects of expenditure within a fund and shall report such transfers to the Board of Commissioners at its next regularly scheduled meeting.
- B. The Budget Officer may not transfer amounts between funds without prior approval of the Board of Commissioners.

Section 4: Restricted Revenues

The Finance Officer is hereby directed to fund appropriations with specified revenues prior to funding with General Fund monies. This is to include, but not limited to, ABC profits, Sales Tax, State Grants, and Federal Grants.

Section 5: Encumbrances

All outstanding encumbrances from prior fiscal years are to be carried forward to Fiscal Year 2025-2026. All Project Ordinance appropriations are continued.

Section 6: Budget Control

The Town Board of Commissioners, in approving the Budget, has fully utilized its possible revenue sources. Over collections of revenues or unanticipated revenue sources cannot be expected to materialize during the year. It is therefore of utmost importance, and the Town Manager is hereby directed to initiate steps to ensure compliance with the Budget as fixed herein. The Town Manager is further directed where it appears that costs may possibly exceed budget appropriations, to first take steps to contain costs by any necessary methods including reduction in services prior to requesting budget amendment action by the Board of Commissioners.

Section 7: Tax Collection Authorization

The Town Board of Commissioners hereby authorizes the Cabarrus County Tax Administrator to bill and collect taxes for the Town.

Section 8: Water & Sewer Rates

The recommended budget for Water and Sewer includes a pass-through increase from the Water and Sewer Authority of Cabarrus County (WSACC), the increase will be \$2.50 to sewer base rates for customers and flat-rate sewer customers starting July 1, 2025. The water rate will remain the same.

Section 9: Adoption of Fees & Charges Schedule

The Town Staff recommends the adoption of the Fees & Charges Schedule as presented at the June 10, 2025, Town Board Meeting. This includes an increase from \$3.25 to \$5.00 for waste removal fees. Additionally, extra garbage cans will increase from \$12.00 to \$15.00 per month.

THIS ORDINANCE being duly passed and adopted on this the 10th day of June 2025 by the Board of Commissioners of the Town of Mount Pleasant, North Carolina.

ATTEST:

Tony Lapish, Mayor

Amy Schueneman, Town Clerk



AGENDA ITEM:

Receive update on the status of Water Treatment issues.

NARRATIVE:

Randy Holloway will give an update to the Board on the status of the Water Treatment issues.

RECOMMENDATIONS:

Information Only

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AGENDA ITEM:

Receive update on the status of Water Distribution Improvements Project and the Lower Adams Creek Sewer Outfall Project.

NARRATIVE:

Randy Holloway will give an update to the Board on the status of the Water Distribution Improvements Project and the Lower Adams Creek Sewer Outfall Project.

RECOMMENDATIONS:

Open

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AGENDA ITEM:

Receive an update on the USDA Project and closing of the loan.

NARRATIVE:

Randy Holloway will give an update to the Board on the status of the USDA Project

RECOMMENDATIONS:

Information only.

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Agenda item:

Consider recommending to the Cabarrus County Board of Commissioners two people in the ETJ to the Planning & Zoning Board with a term that expires on June 30, 2028.

Narrative:

The Planning & Zoning Board for the Town includes two members that are in the ETJ which are appointed by the Cabarrus County Board of Commissioners.

The following residents within the ETJ submitted applications to Cabarrus County to be considered:

Whit Moose (*eligible, currently on the P&Z Board*)

Bridget Fowler (*eligible, currently on the P&Z Board*)

Matthew Long (*ineligible, not in the ETJ*)

Connie Arstark (*ineligible, no in the ETJ*)

Tony Lapish (*ineligible, not in the ETJ*)

The term will be 3 years effective July 1, 2025 to June 30, 2028.

Recommendations:

Motion to recommend _____ and _____ to the Cabarrus County Commissioners as ETJ members to the Planning & Zoning Board with a 3-year term ending June 30, 2028.

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Agenda item:

Consider appointing/reappointing one position to the Planning & Zoning Board with a term that expires on June 30, 2028.

Narrative:

As requested by the Board at the May 13th Town Board meeting, notice was posted for the position for the Planning and Zoning Board. The position is currently being held by Jonathan Helms.

The following Town residents submitted applications (*included with the Agenda Item*) to be considered:

Jonathan Helms(*currently on the P&Z Board*)

The term will be for 3 years effective July 1, 2025 to June 30, 2028.

Recommendations:

Motion to appoint/reappoint _____ to
Planning & Zoning Board with a 3-year term ending June 30, 2028.

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MOUNT PLEASANT

EST. 1859

NORTH CAROLINA

Application for Appointment to Town of Mount Pleasant Boards

The Town of Mount Pleasant Board of Commissioners believe that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a member of one of the Town's various boards. If you wish to be considered for appointment to a board, please complete the information below and return it to the Town Clerk at Mount Pleasant Town Hall located at 8590 Park Drive or by mail to PO Box 787, Mount Pleasant, NC 28124. For more information about serving on an appointed board, you may contact Town Hall at (704) 436-9803.

Town Boards (Please check all you are interested in):

☐ Town Board of Commissioners (by election only)

☐ ABC Board ☒ Planning & Zoning Board

Name: JONATHAN HELMS

Home Street Address: 1576 S MAIN ST MT. PLEASANT NC 28124

Mailing Address (if different): _____

Telephone: Home: _____ Cell: 980-621-8127

Email Address: jonhelms24@gmail.com

Occupation: CHIEF DEVELOPMENT OFFICER

Employer: BOYS & GIRLS CLUB OF CABAREUS COUNTY

How many hours per month can you devote to Board work?: 10-15 HOURS

Are you unavailable any days during the week for daytime or evening meetings? (please list): 2ND MONDAY OF EACH MONTH

How long have you resided in Mount Pleasant?: 9 YEARS

Educational Background: M.S. - YOUTH DEVELOPMENT LEADERSHIP, B.A. - SOCIOLOGY

Business and Civic Experience: I SERVE IN A LEADERSHIP ROLE AT THE BOYS & GIRLS CLUB, WORKING CLOSELY WITH LOCAL SCHOOLS, GOVERNMENT, AND CIVIC PARTNERS. I MANAGE PROGRAMS & FUNDRAISING EFFORTS THAT SUPPORT OVER 2,000 YOUTH & FAMILIES. I AM PASSIONATE ABOUT LONG-TERM COMMUNITY IMPACT.

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AGENDA ITEM:

Consider a Resolution & Budget Amendment to purchase 1443 N. Main Street from Peter & Linda Edquist

NARRATIVE:

The Board directed the Town Manager to offer Peter & Linda Edquist the requested amount of \$200,000 for their office building and the property it is located on at 1443 N. Main St. at the May 13th Board meeting. This piece of property is essential in the Comprehensive Plan to connect the Town Hall Complex to the Town Square. A contract between the Town of Mount Pleasant and Peter & Linda Edquist was signed on June 3rd. The Town will pay all closing cost, including Deed Prep. The Edquist' will pay property taxes and the excise tax (revenue stamps) from the closing proceeds. Closing on the property is scheduled for June 27th.

RECOMMENDATIONS:

1. Motion to approve the Resolution to Purchase Property Located at 1443 N. Main St.
2. Motion to approve Budget Amendment #13 to purchase 1443 N. Main St.

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**RESOLUTION TO PURCHASE PROPERTY LOCATED AT
1443 N. Main St.**

WHEREAS, the Town of Mount Pleasant Board of Commissioners would like to purchase the property at 1443 N Main Street from Peter & Linda Edquist; and

WHEREAS, this property connects to the current Town Hall complex and potential for future expansion; and

WHEREAS, between the parties the terms for the sale of the said properties are binding and have been diligently negotiated by the Town Board and will be executed by the parties, as contemplated below and as required by law.

WHEREAS, the Property Owners have agreed to sell, and the Town has agreed to buy the said real estate in a purchase agreement to be signed by the parties in consideration of the mutual covenants and agreements contained therein; and

NOW, THEREFORE, the parties agree to the following terms of this Agreement:

1. **PROPERTY ADDRESS:** The property is located at 1443 N Main Street in Mount Pleasant, North Carolina. PIN # 56702344280000 Deed Book 562, Deed Page 0555; and
2. **PRICE:** The purchase price of Property Owners' approximately 0.50 acres and block building by the Town of Mount Pleasant is for the agreed upon price of \$200,000 plus closing cost, payable by the Town at the time of closing; and
3. **TITLE -** Land Owner shall convey the properties by a fee simple warranty deed to the Town at Closing; and
4. **POSSESSION:** Town's possession will be delivered at Closing by Seller; and
5. **DEVELOPMENT:** The Town of Mount Pleasant is purchasing this piece of property for future expansion and Phase 3 of the Municipal Complex Conceptual Plan in the 2025 Comprehensive Plan; and
6. The purchase agreement requires the parties to work together in good faith and to proceed diligently toward the completion of all terms. The Agreement is in a form and content satisfactory to each party and to each party's legal counsel and is hereby approved in this public session of the Town of Mount Pleasant Board of Commissioners; and
7. NO PROVISION OF THE PURCHASE AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE TOWN WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION. NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A DELEGATION OF GOVERNMENTAL POWERS NOR AS A DONATION BY OR A LENDING OF THE CREDIT OF THE TOWN WITHIN THE MEANING OF THE CONSTITUTION OF THE STATE OF NORTH CAROLINA; and

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8. The purchase agreement constitutes the entire agreement between the parties with respect to the matters covered herein and supersedes any prior negotiations, understandings, or agreements with respect to the matters contemplated hereby.

9. Town Board authorizes the Town Manager to execute any documents needed to complete this transaction.

10. Town Board authorizes the Finance Officer to issue purchase orders and to transfer and issue funds for the completion of the purchase.

Signed on the 10th day of June, 2025

By: _____ (Seal)
Mayor Tony Lapis

Attested to:

By: _____
Amy Schueneman, Town Clerk

TOWN OF MOUNT PLEASANT

Budget Amendment #13 purchase of 1443 N Main St					
Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
11-3091-900	Appropriation of Fund Balance	\$ 120,221.00	\$ -	\$ 205,000.00	325,221.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
11-4015-760	Capital Outlay-Land Acquisition/Improvements	\$ 154,000.00	\$ 205,000.00	\$ -	359,000.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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Totals		\$274,221.00	\$205,000.00	\$205,000.00	\$684,221.00
BA #13 purchase of 1443 N Main St					
Prepared by: Amy Schueneman Date: 6/10/2025 Approved by: _____					
Posted by: Amy Schueneman Date: _____					



Agenda Item:

Consider appointing/reappointing two people to fill the ABC Board positions expiring on June 30, 2025.

Narrative:

Effective June 30, 2025, the ABC Board will have two positions with expired terms currently held by Alisha Atwood and Lee Klutzz.

Four people have applied for the position:

Lisa Atwood (lives in Town limits, currently on ABC Board)

Del Eudy (lives in Town limits)

Scott Miller (owns property inside Town limits)

Gordon Preddy (lives in ETJ)

Town Clerk has received letters of support from current members of the ABC Store to reappoint Lisa Atwood. Lee Klutzz is not seeking reappointment but supports Lisa Atwood and Gordon Preddy for the Board. (*see attached letters of support*)

Recommendation:

Motion to appoint _____ and _____ to fill the ABC Board position for a three-year term ending June 30, 2028.

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Application for Appointment to Town of Mount Pleasant Boards

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Town Boards (Please check all you are interested in):

☐ Town Board of Commissioners (by election only)

☒ ABC Board ☐ Planning & Zoning Board

Name: Alesia "Lisa" Atwood

Home Street Address: 225 Jackson Street Mount Pleasant NC

Mailing Address (if different): _____

Telephone: Home: 704-436-3880 Cell: 704-791-0666

Email Address: alesia.atwood@advocatehealth.org

Occupation: RN

Employer: Atrium Health

How many hours per month can you devote to Board work?: as needed

Are you unavailable any days during the week for daytime or evening meetings? (please list): I am available as needed for meetings

How long have you resided in Mount Pleasant?: 20years

Educational Background: MPHS'82, UNCC '87, Masters

Business and Civic Experience: Volunteer for MOW Cabarrus, ABC Board

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Areas of Interest/Skills: _____

Have you ever served on a Board or Commission before? (list name of Board and dates):
ABC Board

Have you ever been charged with and/ or convicted of a criminal offence? NO If so, please explain:

References

List three people who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying

Names and Phone Numbers:

1. Amy Underwood

2. Lee Kluttz

3. Gene Sneed

I understand that this application will be active for 6 months and I hereby authorize The Town of Mount Pleasant to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards are subject to the N. C. open meeting law (NCGS 143-318.10).

4/28/2025
Date

Alesia Atwood
Signature of the Applicant

For Office Use Only

Date Received: 4/28/2025 By: Amy

Lives in Town Limits



Application for Appointment to Town of Mount Pleasant Boards

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Town Boards (Please check all you are interested in):

___ Town Board of Commissioners (by election only)

☒ ABC Board ___ Planning & Zoning Board

Name: Del Eudy
Home Street Address: 1380 Ridge Ave
Mailing Address (if different): PO Box 1017
Telephone: Home: 704 791 7432 Cell: _____
Email Address: Deleudy@yahoo.com
Occupation: Retired
Employer: City of Concord
How many hours per month can you devote to Board work?: _____

Are you unavailable any days during the week for daytime or evening meetings? (please list): _____

How long have you resided in Mount Pleasant?: 63 years

Educational Background: MT Pleasant High School, Pfeiffer College
Stanley Tech Community College

Business and Civic Experience: _____

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Areas of Interest/Skills: 8 years Manager of Code Enforcement Concord
Police Dept. 22 years Manager City of Concord Transportation -
Traffic Services. / Objective - To make MP ABC
board profitable and user friendly for all customers

Have you ever served on a Board or Commission before? (list name of Board and dates):

2001-2011 MP Commissioner-2011-2024 MP Mayor-1999-2003 Board of
Directors, NC Association of Zoning Officials, University of North
Carolina at Chapel Hill - Not enough room to list them all.
Have you ever been charged with and/ or convicted of a criminal offence? NO If so, please explain:

References

List three people who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying

Names and Phone Numbers:

1. Randy Holloway 704 796 3266
2. John Scarbrough 704 699 5166
3. Whit Moose 704 995 9929

I understand that this application will be active for 6 months and I hereby authorize The Town of Mount Pleasant to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards are subject to the N. C. open meeting law (NCGS 143-318.10).

5-30-25

Date

Del Eddy

Signature of the Applicant

For Office Use Only

Date Received: 5/30/2025

By: Amy

Lives in Town Limits



Application for Appointment to Town of Mount Pleasant Boards

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Town Boards (Please check all you are interested in):

☐ Town Board of Commissioners (by election only)

☒ ABC Board ☐ Planning & Zoning Board

Name: Gordon David Preddy

Home Street Address: 8620 Fisher Road, Mount Pleasant NC 28124

Mailing Address (if different): _____

Telephone: Home: 704-436-9015

Cell: 704-309-6602

Email Address: g.preddy@gordonfuneralhome.com

Occupation: Funeral Director

Employer: Gordon Funeral Home of Mt. Pleasant

How many hours per month can you devote to Board work?: As many as needed.

Are you unavailable any days during the week for daytime or evening meetings? (please list): _____

How long have you resided in Mount Pleasant?: 35 years.

Educational Background: Mount Pleasant High Graduate 2008
Campbell University Graduate 2012, Bachelors of Business Administration, Fayetteville
Technical Community College Graduate 2019, Associates in Applied Science, Funeral Service Education.

Business and Civic Experience: _____

Class A PGA Golf Professional for 6 years at various
golf clubs, Funeral Director at Gordon Funeral Home of MP, Golf coach of Men's and
Women's golf teams at MPHS.

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Areas of Interest/Skills: Good interpersonal skills, with many years of dealing with
the public in all career positions that I have held.

Have you ever served on a Board or Commission before? (list name of Board and dates):
N/A

Have you ever been charged with and/ or convicted of a criminal offence? No. If so, please explain:

References

List three people who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying

Names and Phone Numbers:

1. John Eury 704-467-4928
2. Brent Cloninger 704-467-0741
3. Lee Kluttz 704-791-3908

I understand that this application will be active for 6 months and I hereby authorize The Town of Mount Pleasant to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards are subject to the N. C. open meeting law (NCGS 143-318.10).

5/19/2025
Date


Signature of the Applicant

For Office Use Only

Date Received: 5 / 20 / 20 25 By: Amy

Lives in ETJ



Application for Appointment to Town of Mount Pleasant Boards

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Town Boards (Please check all you are interested in):

☐ Town Board of Commissioners (by election only)

☒ ABC Board ☐ Planning & Zoning Board

Name: Scott Miller
Home Street Address: 1370 STEEPLECHASE MT PLEASANT, NC
Mailing Address (if different): _____
Telephone: Home: 704-574-1915 Cell: _____
Email Address: SEMILLER@GMAIL.COM
Occupation: BUSINESS OWNER
Employer: CARDINAL PRESERVE
How many hours per month can you devote to Board work?: AS NEEDED

Are you unavailable any days during the week for daytime or evening meetings? (please list): NO

How long have you resided in Mount Pleasant?: 3yrs

Educational Background: B.S. COMPUTER SCIENCE TROY UNIVERSITY, MBA^W/HONORS CAMPBELL UNIVERSITY, SEVERAL CERTS+QUALIFICATIONS

Business and Civic Experience: 35 YEARS OF IT, CONTRACT & MANAGEMENT, 4yrs MILITARY ACTIVE (US ARMY), HOA BOARD MEMBER (SARATOGA),

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Areas of Interest/Skills: CONTRACT CREATION, NEGOTIATION +
MANAGEMENT, FINANCE, COLLABORATION, ENTREPRENEURSHIP,
RESTORATION (AUTOMOTIVE + CONSTRUCTION)

Have you ever served on a Board or Commission before? (list name of Board and dates):

NO

Have you ever been charged with and/ or convicted of a criminal offence? NO If so, please explain:

References

List three people who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying

Names and Phone Numbers:

1. LEE KLUTZ 704-791-3908
2. BILLY TAYLOR 716-665-9434
3. PAUL BURKE 607-765-1901

I understand that this application will be active for 6 months and I hereby authorize The Town of Mount Pleasant to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards are subject to the N. C. open meeting law (NCGS 143-318.10).

5/27/25
Date

[Signature]
Signature of the Applicant

For Office Use Only

Date Received: 5/28/2025 By: Amy

Owens property at 1431 N. Main St

Dear Mount Pleasant Town Board,

I highly recommend Lisa Atwood for a position on the ABC Board. I have had the pleasure of working closely with Lisa for the past several years as a member and also the chairperson of the board. She has demonstrated exceptional leadership and dedication to the board and the town of Mount Pleasant.

Lisa's number of years on the Board has been an invaluable resource for the group and the store in general. Her years of experience and knowledge of the business have been a valuable resource for the board. She has excellent communication skills and her ability to build relationships has been an instrumental asset to the team. She also brings valuable insights, leadership, and dedication to the ABC Board.

Thank you for considering Lisa Atwood's application. She is a respected and valued member of the board and community.

Sincerely,

Gene Sneed
Board Member

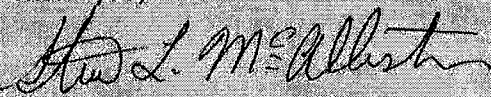
5/2/2025

Town of Mount Board Members,

I am writing this in recommendation of Lee Kluttz and Alesia Atwood for reappointment to the Mount Pleasant ABC Board. Both members are valued members of the board with knowledge, decision making and professional approach with all issues.

It is my pleasure to recommend both of them for another term on the Mount Pleasant AC Board.

Thank you,

A handwritten signature in cursive script, appearing to read "Steve L. McAllister".

Steve McAllister

MP ABC Board Member

Lee A. Kluttz
736 N. Main Street
Mt. Pleasant, NC 28124

May 30, 2025

Town of Mt. Pleasant Board of Commissioners
Mt. Pleasant, NC 28124

Dear Board Members & Mayor Lapham:

After months of prayer, soul-searching, and family conversations, I have decided not to seek reappointment to the Town of Mt. Pleasant ABC Board. I have served our town and this Board faithfully for 23 years. I'm grateful for the opportunities that I have been afforded over the many years to help our local store grow to successfully serve the citizens and surrounding community of Mt. Pleasant.

In light of my decision and because my term ends on June 30, 2025, I realize the Board of Commissioners will need to fill my seat so I'd like to offer my thoughts about a possible new member.... Gordon Preddy. He has shown interest in the ABC Board multiple times. As a lifelong Mt. Pleasant resident, he seems to be eager and excited to invest his time, energy, knowledge, and passion in serving and giving back to the area that he calls home. He is respected by the people of Mt. Pleasant because of his character, his willingness to assist families during their greatest time of grief, and his ability to work with diverse groups of people. I personally feel that our Board would greatly benefit by having Gordon as part of the team and that the experience he has gained as a small family business entrepreneur would be supportive of the day-to-day operations of ABC business. Gordon would be a very deserving applicant to fill the open position.

On another note, I hope that the Board of Commissioners will reappoint Lisa Atwood to another three-year term on the ABC Board. She is currently serving as the Chairperson of our Board and is doing a fantastic job. Her professionalism and leadership skills are obvious in all of her dealings with other members, ABC employees, and ABC customers. Working with people in any capacity can be challenging at times but Lisa seems to be able to address all types of situations with calmness and clarity. She shows initiative and integrity while trying to meet the needs of the store and the employees. She is very deserving of another term on the ABC Board. I have no doubt that the knowledge that she has gained while serving on the Board will continue to grow!

If I can answer any questions regarding Gordon or Lisa, please don't hesitate to reach out to me at 704-791-3908. Again, thank you for allowing me to serve on the Mt. Pleasant ABC Board over the years.

Sincerely,



Lee A. Kluttz



Agenda Item:

Consider allowing the Town Manager to approve Year End Budget Amendments for FY2024-2025 for auditing purposes.

Narrative:

To help with the auditing process, some yearend line items need to be adjusted at the end of June. This involves moving money from one budgeted line item to the other to prevent exceeding the annual budget for each department. Per North Carolina General Statutes the Town Manager can sign the Budget Amendments with approval from the Town Board.

Recommendation:

Motion to allow the Town Manager to approve Year End Budget Amendments for FY2024-2025 for auditing purposes.

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