



Regular Board Meeting
Tuesday, August 12, 2025
6:00 PM- Town Hall Commissioners Room

Call to Order- Mayor Tony Lapish
Invocation- Pastor Nile Sandeen of Lutheran Church of the Holy Trinity
Pledge of Allegiance- Mayor Tony Lapish

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 3-11)

- A. Minutes July 8, 2025 (pages 3-6)
- B. Minutes July 15, 2025 from joint ABC Board meeting (pages 7-9)
- C. Budget Amendment #1 Repair Pump #2 Cold Springs Pump Station (page 10)
- D. Budget Amendment #3 Helical Piers at water intake building (page 11)

5. Staff Reports (Pages 12-39)

- A. Town Manager-Randy Holloway (page 12)
- B. Town Asst. Manager- Planning & Economic Development Director - Erin Burris (pages 13-16)
- C. Town Clerk/Finance Officer - Amy Schueneman (pages 17-22)
- D. Human Resources/Events- Crystal Smith (page 23)
- E. Code Enforcement - Jim Sells (pages 24-28)
- F. Public Works- Derek Linker (page 29)
- G. Fire Department-Dustin Sneed (page 30)
- H. Cabarrus County Sheriff's Department (pages 31-39)

6. Presentation by State Representative Brian Echevarria

7. Old Business (Pages 40-44)

- A. Receive Project updates. (pages 40-44)

8. New Business (Page 45-57)

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A. Discuss revising the Town of Mount Pleasant's Golf Cart Policy to include Golf Cart Renewal information. There have been questions recently about the renewal process. (pages 45-47)

B. Discuss revising the Town of Mount Pleasant's Personnel Policy approved December 9, 2024, to include full-time Firefighter Vacation, Sick, and Holiday leave accruals. Also further clarify the definition of full-time non-fire department employee to 40 hours (pages 7, 14, 26, and 27). All recommended additions are listed in red, and changes are crossed out with a blue mark. (pages 48-57)

9. Closed Session 143-318.11.(a)(#3) *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...*

10. Adjournment

All agenda items and attachments are considered public records.

If you would like a copy of the Agenda Packet, which includes all documents related to the Board meeting, please visit <https://mtpleasantnc.gov> and look under the Government Tab to see the packet, agenda, and prior Board Minutes

Closed Session minutes are unavailable until released by the Board and/or the Town Attorney.



**Board of Commissioners
Town Board Meeting Minutes
Tuesday, July 8, 2025 at 6:00 P.M.**

Attendance: Mayor Tony Lapish
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Chris Carter (absent)
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, Ally Schueneman, Rodney Schueneman, Deputy T Canaday, Deputy W Sellers, Captain M Kluttz, and Pastor Nick Newman

CALL TO ORDER

Mayor Tony Lapish called the meeting to order.

INVOCATION

Pastor Nick Newman from Propel Church led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Lapish 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

Mayor Lapish added an item to the Agenda: Closed Session-Property Purchase

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A motion to approve the amended Agenda was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (4-0, Commissioner Carter absent)

4. Consent Agenda

- A. Minutes June 10, 2025
- B. Budget Amendment #15 Year End Adjustments
- C. ABC Budget for FY25/26 and ABC Board Appointments (*copies of emailed responses*)

Commissioner Meadows made a motion to approve the Consent Agenda as presented with a second by Commissioner Dixon. All Board Members were in favor. (4-0, Commissioner Carter absent)

5. Staff Reports

- A. Town Manager-Randy Holloway
- B. Town Asst. Manager- Planning & Economic Development Director -
- 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 Project updates

Randy Holloway and Erin Burris provided updates to each of the projects:

Lower Adams Creek Sewer Outfall: Project is currently moving along. There have been very few calls from residents concerning this project. It appears the project is running on schedule.

Water Distribution Improvements: Schedules received from contractors have been inaccurate, which makes it difficult to inform the public about the project timelines. N. Main Street is supposed to be completed, according to the schedule, on July 15th. Based on the status of the project, it will be after that before it is completed. Tie ins to the customers along Cook St. and N Main Street have currently not taken place. Waterlines are moving quickly along Hwy 49 from Main St. to North Dr. heading towards Hwy 73. Pressure testing will take place soon on N Main St between Hwy 49 and North Dr. The Empire Dr 2-inch waterline has been delayed for the third time while waiting for a piece of equipment to become available.

Maps (*copies are in the Minute Book*) were presented to the Board showing the locations of the water system's old Pressure Reducing Valves (PRV) and the planned locations of the new PRVs on the 12-inch water line. All five of the old PRVs will be removed according to the map and two new PRVs will be added at new locations. Based on the location of the new PRVs it would increase the water pressure by an additional 35psi in the area between S. Halifax to Washington St. and Park Dr. to Lee St. This could mean a total PSI of up to 117psi. The increase in water pressure could cause potential leaks to old plumbing. Any home/business built after 2007 would not necessarily have a PRV installed behind the water meter which would be the simplest solution to correct the problem. Depending on the final decision by the engineer, the Town may need to send a letter to the roughly 100 customers affected by the increased psi letting them know the situation and suggesting they have a PRV installed directly behind the water meter, and the Town could offer a reimbursement to the customer up to "\$X" amount with receipts showing the PRV installation. More conversations will be held with the engineer before moving forward.

LKC Engineering and McAdams Engineering are coordinating the water project with the stormwater project to help with completing the two projects quickly at the square. NC DOT will assist with materials for the stormwater project.

Water Treatment Plant Improvements: The plant is still scheduled to go offline on July 22nd for WesTech to refurbish the plant equipment. All the materials have been delivered to the plant. Utility Services is at the plant today to paint the outside of the ground storage tank and will clean/paint the inside of the tank while the plant is offline. A building was originally planned to be built on the lower end of the lagoon for the Powder Activated Carbon (PAC) system in order to work around an existing well. Research into all the records at Town Hall and Water Treatment Plant have not uncovered permits issued for any of the four wells at the lagoon. Therefore, DEQ will not allow the wells to be used and the wells will have to be abandoned. A permit request to install a new well at the north end of the lagoon has been submitted to DEQ for approval. Morgan Well will install the new well at 500ft to reach a flow rate of 60-70 gallons per minute. The PAC system would be located near the new well to dispense a slurry into a floating curtained area of the lagoon to allow the aerator to stir the carbon for 30 minutes to reduce the disinfection-by-products in the water before going into the plant. A quote to build the building for the PAC system has already been received. Access to that area of the lagoon is very difficult and will be discussed in closed session. All indications are that after the PAC system is installed and the plant renovated the disinfection-by-product numbers will go way down and bring the water quality back into compliance. The Town is pushing to have everything completed prior to the October quarterly water test to bring the quarterly number into compliance. Letters may still need to be sent to customers because the numbers are based on a yearly average not quarterly and may not comply due to the yearly average, but it will lower the disinfection-by-products average to bring the number closer to compliance for the next quarter.

Information only.

7. New Business

A. Discuss an additional Town Board meeting on July 15th with the ABC Board

Notice of the joint meeting between the Town Board and ABC Board has been posted on the Town bulletin board, sent to the Sunshine List, and announced in this meeting. This covers the Open Meeting Law requirements since this meeting was not on the original meeting schedule approved by the Town Board for 2025. The meeting will take place in the storage area of the ABC Store on July 15th at 6:15pm.

Information only.

ADD On: Closed Session 143-318.11.(a)(#5)-Property Purchase

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; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

A motion to go into Closed Session was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (4-0, Commissioner Carter absent)

A motion to come out of Closed Session was made by Commissioner Meadows with a second by Commissioner Furr. All Board Members were in favor. (4-0, Commissioner Carter absent)

A motion to authorize the Town Manager to offer the predetermined price and to get the property appraised at 225 Jackson St. was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (4-0, Commissioner Carter absent)

8. 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. (4-0, Commissioner Carter absent)

By our signatures, the following minutes were approved as submitted on Tuesday, August 12, 2025 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor Tony Lapish



**Board of Commissioners
Town Board Meeting Minutes
Tuesday, July 15, 2025 at 6:15 P.M.
Began at the ABC Store (8840 E Franklin St.) and ended at Town Hall Auditorium**

Attendance: Mayor Tony Lapish
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: ABC Board Members: Chair-Lisa Atwood, Gene Sneed, Steve McAllister, Gordon Preddy, and Eric Boulware. State ABC: Lee Dowd, Hank Bauer, and Nichole Callahan. Erin Burris, Graciela Martinez, Amy Underwood, Fatima Castro, and Brian Pope.

CALL TO ORDER

Mayor Tony Lapish called the meeting to order and turned it over to the ABC Board Chair Lisa Atwood.

Chair Atwood followed the ABC Boards Agenda (*included in the Minute Book*) by asking for any conflicts of interest, approving the agenda, asking all Town of Mount Pleasant Board members and Staff to introduce themselves, as well as the ABC Board, ABC Staff, and NC ABC Commission.

The ABC Board and ABC Staff discussed the condition of the current building used for the ABC Store since 1966. The store has a leaky roof that was poorly patched and rain still leaks into the building causing mold/mildew to grow along the walls and ceiling in both the storage area and sales floor. ABC Staff are concerned about their health and well-being. Water also seeps into the building under the doors and along the cracks on the concrete floor. Despite informing the landlord, these items have not been adequately repaired.

The lease for the ABC Store at a rate of \$3,500 per month expired three years ago and became a month-to-month lease at \$7,000 per month because another lease was not signed by the ABC Board. On July 1, 2025, the rate became \$8,000 per month. Hank Bauer from NC ABC stated he was made aware the Mount Pleasant ABC Store showed a low profit from the 2024 audit submitted to the State. Everything is being done correctly within the store, and sales are good, but the monthly rent prevents the store from making an annual profit which results in the Town, County, and Law Enforcement not receiving annual profit disbursements. Mr. Bauer and Mr. Dowd expressed the need for the Town Board and the ABC Board to work together in the ABC Stores relocation to benefit all. If the store does not produce a profit, the next option would be to either merge with another ABC Store or to close the store. Those options are not the desired outcomes.

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The ABC Board has an alternate building to move into for \$2,300 per month lease while waiting for the construction of the new store to be permitted and completed located at 8445 NC Hwy 49 South in the front left corner of the White Owl Building. The Town did issue a temporary use permit for the temporary location for a period of 6 months with the possibility of renewing the permit once. This will allow the ABC Store a total of up to 12 months in the temporary location. Steve McAllister said it should take 11-12 months for the White Owl site to be ready. The ABC Board will post a sign on the temporary store location for 30 days. It will take 45 days for the request to change the store location to be placed on the NC ABC Commissions agenda for final approval to move. This is the process mandated by State Statute. After 30 days ABC Staff can start moving into the temporary location. A 60-day notice is required to be given to the current landlord.

Town Manager Randy Holloway reminded everyone that in 2019 the Town Board and Town Staff helped to improve issues such as sexual harassment, Fair Labor Law practices, and guidance on payroll and budgeting with the ABC Staff. The Town Board and Town Staff are willing to assist the ABC Board to make the ABC Store profitable again.

An ABC Board member mentioned that other cities have built new stores for their local ABC Store. Unfortunately, the Town is not in a financial position to provide a building for the ABC Store to lease, nor does the Town have a suitable location available to rent.

Questions concerning the posting notices for ABC Board meetings, accessibility to find agendas and minutes on the internet, and storage/retention of minutes were asked by Town Board members. General Manager Amy Underwood and members of the ABC Board responded that meeting notices are posted on the door of the ABC Store, agendas and minutes can be accessed on the state ABC Board website, and for the last 7 years all minutes have been sent to the State to be microfilmed with the originals placed in the ABC Stores safe.

Town Attorney John Scarbrough asked if the ABC Store has an attorney to help be a go between with the landlord concerning maintenance repairs needed in the current building. The ABC Board stated they do not have an attorney. NC ABC members suggested the local ABC Board get their own attorney to help.

Mayor Lapish thanked the ABC Board and ABC Staff for having the joint meeting with the Town Board and stated the Town Board meeting will continue at the Town Hall Auditorium.

Continuation of Meeting at Town Hall Auditorium

All Board members arrived at Town Hall.

Closed Session 143-318.11.(a)(#5)-Property Purchase 225 Jackson St.

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; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

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

A motion to come out of Closed Session was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

A motion to accept the aforementioned offer of \$18,000 for the land (triangular section of 225 Jackson St) at the Water Treatment Plant contingent on NC DEQ approval of the PAC project was made by Commissioner Simpson with a second by Commissioner Furr. Board Members votes were : **4-1, Yes:** Simpson, Furr, Carter, & Dixon **No:** Meadows

8. Adjournment

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

By our signatures, the following minutes were approved as submitted on Tuesday, August 12, 2025 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor Tony Lapis

MEMORANDUM

To: Mayor and Town Board

From: Randy Holloway, Town Manager

Date: August 12, 2025

RE: Manager's report for July 2025

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

- Continued working with Staff, Garver Engineering and NCDEQ to keep the PAC project plans moving forward. The permit packet was sent to NCDEQ the week of July 21st. This project continues to consume most of my time.
- Worked with Staff, LKC Engineering, and State Utility Contractors to review and approve items for a change order for the water line project.
- Worked with Staff and helped start the water plant renovations to include a smooth transition of switching over to the Concord water supply for approximately 6 weeks. Reached out to the City Manager in Concord to request consideration of a rate reduction for the water we use during the water plant renovation. He is suggesting to his City Council that the rate be reduced by two dollars per thousand gallons. Hopefully, the Concord City Council will approve the recommendation and save us an estimated \$30,000.
- Worked with Utility Services to begin the repairs and maintenance to the 200,000-gallon ground storage tank at the water treatment plant. The piping in the tank is in bad shape and is in the process of being replaced.
- Continued working with Staff to help implement the budget for FY-25/26 and closing out the FY-24/25 budget.
- Continued working with Staff to keep the State funded sidewalk project and the North Washington Drive projects moving forward.
- Participated in the monthly water and sewer project update meetings.
- Attended a meeting with the ABC Board along with Town Board members and Town Staff to discuss various items of concern.



Planning, Economic Development, & Infrastructure Projects
August 12, 2025

Active Planning & Zoning Cases

REZ 2025-04 Kluttz Property

Description: Request to rezone property to align with new property lines on portion of Miller Lumber Company property for one additional residential lot

Location: 665 Jackson Street

Cabarrus PINs: 5706-26-8428, p/o 5670-26-8661, & p/o 5670-36-0236

Current Zoning: I-1 Light Industrial & RM Residential Medium Density

Proposed Zoning: Realignment of RM and I-1 districts to follow property lines

Area: approximately 0.44 acres (I-1 to RM), 0.18 acres (I-1 to RM), & 0.13 acres (RM to I-1)

Estimated Sewer Capacity Usage: n/a-one single-family home

Current Status: Approved by Planning & Zoning Board at July 28 meeting.

CNA 2025-01 Reid Manufactured Home Replacement

Description: Request for Board of Adjustment to approve a Certificate of Nonconformity Adjustment to permit the replacement of an existing nonconforming manufactured home with a newer manufactured home

Location: 1243 Preston Drive

Cabarrus PIN: 5670-53-1970

Current Zoning: RL Residential Low Density

Area: approximately 0.46 acres

Estimated Sewer Capacity Usage: n/a-existing

Current Status: Approved by Board of Adjustment at July 28 meeting

SITE 2025-01 Harris Mustang Supply

Description: Request construct a 12,000 square foot building with office, retail, and warehouse space

Location: 6705 NC Highway 49 N

Cabarrus PIN: 5660-34-5579

Zoning: CZ I-1 Light Industrial

Area: approx. 4.93 acres

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

Current Status: Zoning permit approved. Construction to begin

SUB 2025-01 N. Main Street Infill Subdivision

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

Location: 800 & 826 N. Main Street

Cabarrus PINs: 5670-16-6055 & 5670-15-7981

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. No revised plan received. Has not been scheduled for Planning & Zoning Board review.

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.

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 (10 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 being issued (14 issued to date).

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 #1 Memo dated July 22, 2025 shows that Mount Pleasant has a total of 123,864gpd of allocation. Distribution #13 added 3,709gpd to Mount Pleasant's allocation. The Town's updated sewer allocation spreadsheet shows 21,994 of non-strategic reserve (equivalent of 97 homes) and 10,000gpd of strategic reserve remaining to be allocated through the 30MGD Rocky River Regional Wastewater Treatment Plant (RRWWTP) expansion.
- The Town's Water Distribution Line project being installed by State Utility began in February 2025 with an estimated completion by March 2026. 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. Engineer is preparing right-of-way acquisition exhibits.
- 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. Due to updated cost estimates staff is currently working with NCDOT to design and administer sidewalk, curb & gutter improvements on E. Franklin Street, which will also help with stormwater issues in that area.
- 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 has reviewed and proposed some revisions.
- McAdams Engineering is 100% complete on downtown stormwater improvement plans. Cost estimates are being prepared.
- 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.

Permits

July & August permits (to date) attached.

July and August 2025 Zoning Permits (to date)

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2025-52	7/3/2025	5670-27-6798	8445	NC Hwy 49 N	Upfit	ABC Store-New location	Mt. Pleasant ABC Store	CoC
Z-2025-53	7/3/2025	5670-41-7979	8930	NC Hwy 49 N	Temp. Use	ABC Store-Temp. location	Mt. Pleasant ABC Store	CoC
Z-2025-54	7/7/2025	5670-23-1223	8374	W. Franklin St.	Upfit	Snack Bar at Moose	Pinnacle Architecture	
Z-2025-55	7/11/2025	5670-28-7752	201	Jackson St.	Accessory	Shed	Chris Farrance	
Z-2025-56	7/18/2025	5670-28-8239	8750	E. Franklin St.	Temp. Use	Promotional Activities	Carol Miller	Studios@TheMill
Z-2025-57	7/18/2025	5670-21-7848	8538	Lee St.	Driveway	Widening of Driveway	Odrise Charles	Inspect
Z-2025-58	7/18/2025	5670-32-6525	8750	E. Franklin St.	CoC	Art Studio	Janice Elkins	CoC
Z-2025-59	7/18/2025	5660-56-8702	622	Brennan St.	New	Single-family home	Niblock Homes	Brighton Park, Phase 1
Z-2025-60	7/28/2025	5670-32-6525	8750	E. Franklin St.	CoC	Off the Kuff Bookstore	Crystal & James Kuffner	CoC
Z-2025-61	7/28/2025	5651-80-0334	40	Wendall Ln.	New	Single-family home	Smith Douglas Homes	
Z-2025-62	7/28/2025	5651-70-7512	5615	Arnold Way	New	Single-family home	Smith Douglas Homes	
Z-2025-63	7/28/2025	5651-70-5624	107	Kimble Ct.	New	Single-family home	Smith Douglas Homes	
Z-2025-64	7/28/2025	5651-70-5562	5573	Arnold Way	New	Single-family home	Smith Douglas Homes	
n/a		5670-32-1905	8563	E. Franklin St.	Demo	Demo. SFR home	Town of Mount Pleasant	

13 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2025-65	8/1/2025	5660-34-5579	6705	NC Hwy 49 N.	New	12,000sf building	Harris Mustang Supply	
Z-2025-66	8/1/2025	5651-70-8348	45	Wendall Lane	New	Single-family home	Smith Douglas Homes	
Z-2025-67	8/1/2025	5670-32-2661	8648	E. Franklin St.	Sign	Electronic changeable copy	Mt. Pleasant Hardware	Conditions
Z-2025-68	8/1/2025	5670-06-4387	8125	Wood Street	Accessory	Carport	Doug Steadman	
Z-2025-69	8/1/2025	5670-06-7147	8165	Wood Street	Accessory	Carport	Doug Steadman	
Z-2025-70	8/1/2025	5670-05-9966	8189	Wood Street	Accessory	Carport	Doug Steadman	
Z-2025-71	8/1/2025	5670-05-9966	8185	Wood Street	Accessory	Carport	Doug Steadman	
Z-2025-72	8/1/2025	5660-95-5953	844	N. Skyland Dr.	Accessory	Carport	Doug Steadman	
Z-2025-73	8/1/2025	5671-81-3971	9650	NC Hwy 49 N.	Accessory	Swimming pool	Southern Showplace	
Z-2025-74	8/4/2025	5670-38-0068	8510	Circle Dr.	Accessory	Equipment Building	Town of Mount Pleasant	
Z-2025-75	8/5/2025	5670-27-0257	520	N. Main St.	Demolition	Demo. of Delapidated Buldi	Common Grounds Management	

11 Zoning Permits

Financial Report as of July 31, 2025

	Bank Acct Name	Balance
<u>General Fund Accts</u>	General Checking	\$119,480.77
	General Fund MM at First Bank	\$150,404.98
	General Fund MM (NCCMT)	\$1,379,468.44
	General Fund 42% MM at First Bank	\$3,355.62
	General Fund 42% MM (NCCMT)	\$1,293,335.46
	Façade Grant	\$26,128.59
	Park Development (Uwharrie)	\$1,224.86
	Payroll Checking	\$91,290.29
	Powell Bill	\$43,936.06
	Retiree Insurance at First Bank	\$2,580.22
	Retiree Insurance (NCCMT)	\$25,661.10
Water/Sewer accts	WS Checking	\$89,039.47
	WS Money Market	\$346,089.81
	WS Money Market (NCCMT)	\$279,000.23
	Debt Setoff (NCCMT)	\$1,115.18
	Dredging Fund (Uwharrie)	\$31,179.21
	USDA- Payment Reserve at First Bank	\$115,532.23
	USDA- (DSRF)Payment Reserve (NCCMT)	\$276,267.62
	USDA- (SLARF) Short Lived Asset Rep (NCCM	\$125,590.37
	USDA Capital Project (SLARF)	\$5,000.51
Capital Reserve Accts	Infrastructure & Streets	\$48,969.00
	Police Vehicles	\$24,159.89
Capital Projects	CMAQ Capital Project	\$127,609.07
	State Funded-Sewer Project	\$928,386.11
	State Funded Water Projects	\$96,153.60
	USDA (Uwharrie-Loan funds-savings)	\$495,997.31
	State Grant-WTP renovations	\$7,179.50
	State Grant- \$100,000 capital/equipment	\$99,150.75
	State Grant- \$2.7M for Sidewalks	\$205,819.37
	State Grant- \$2.7M for Sidewalks(NCCMT)	\$2,505,377.25
	Downtown Storm Drainage Improvement	\$2,589.88
	Parking Lot- S Main Cap Proj	\$3,000.95
Fire Dept.	Fire & Rescue Relief Fund (First Bank)	\$3,416.74
	Fire & Rescue Relief Fund (NCCMT)	\$44,613.10
	FD-Radio Reserves	\$11,568.38
	FD Capital Reserve -Vehicles	\$20,687.71
	FD-Personnel	\$28,005.45
TOTAL		\$9,058,365.08

FY2025-2026		General Fund			
	APPROVED	MONTH	YEAR		
	FY2025-2026	TO DATE	TO DATE	REMAINING	PERCENT
		(Encumbered)			
Revenues	\$3,073,588.00		\$84,869.87	\$2,988,718.13	3%
Expenditures	\$3,073,588.00	\$17,935.08	\$244,547.71	\$2,811,105.21	9%
		Water Sewer Fund			
	APPROVED	MONTH	YEAR		
	FY2025-2026	TO DATE	TO DATE	REMAINING	PERCENT
		(Encumbered)			
Revenues	\$1,591,354.00		\$123,833.79	\$1,467,520.21	8%
Expenditures	\$1,591,354.00	\$22,392.42	\$115,303.64	\$1,453,657.94	9%

**TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL -July 2025**

	CURRENT BUDGET	YTD ACTUAL	DIFFERENCE
GENERAL GOVERNMENT			
Town Hall	114,973.00	57,763.51	57,209.49
Governing Body	40,068.00	3,772.42	36,295.58
Admin	328,155.00	22,392.78	305,762.22
Planning & Zoning	122,556.00	7,474.68	115,081.32
	<u>605,752.00</u>	<u>91,403.39</u>	<u>514,348.61</u>
PUBLIC SAFETY			
Law Enforcement	247,339.00	235.47	247,103.53
Fire Department	1,208,662.00	98,350.99	1,110,311.01
	<u>1,456,001.00</u>	<u>98,586.46</u>	<u>1,357,414.54</u>
PUBLIC WORKS			
Operations Center	61,840.00	6,779.63	55,060.37
Streets	240,029.00	11,143.99	228,885.01
Sanitation	173,586.00	1,449.95	172,136.05
Buildings & Grounds	95,475.00	8,163.35	87,311.65
	<u>570,930.00</u>	<u>27,536.92</u>	<u>543,393.08</u>
CULTURE/REC	<u>94,571.00</u>	<u>10,742.50</u>	<u>83,828.50</u>
DEBT SERVICE			
Debt Service Principal	230,543.00	9,708.65	220,834.35
Debt Service Interest	109,032.00	3,069.79	105,962.21
	<u>339,575.00</u>	<u>12,778.44</u>	<u>326,796.56</u>
TOTAL	3,066,829.00	241,047.71	2,825,781.29
WATER/SEWER			
Admin	275,515.00	16,727.26	258,787.74
Operations Center	24,140.00	4,119.12	20,020.88
Water	193,215.00	7,170.02	186,044.98
Sewer	426,715.00	13,167.76	413,547.24
Water Treatment Plant	423,344.00	65,417.25	357,926.75
	<u>1,342,929.00</u>	<u>106,601.41</u>	<u>1,236,327.59</u>
DEBT SERVICE			
Debt Service Principal	109,671.00	-	109,671.00
Debt Service Interest	138,753.00	-	138,753.00
	<u>248,424.00</u>	<u>-</u>	<u>248,424.00</u>
TOTAL	1,591,353.00	106,601.41	1,484,751.59
COMBINED	4,658,182.00	347,649.12	4,310,532.88

#26 State Grant-Waterline Capital Project (\$9,988,029)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE ARPA GRANT		\$9,988,029.00		\$9,988,029.00
9/1/2022	LKC Engineering, PLLC	1001	-\$11,700.00	Invoice #22-2626	\$9,976,329.00
9/12/2022	LKC Engineering, PLLC	1002	-\$11,700.00	Invoice #22-2661	\$9,964,629.00
9/22/2022	LKC Engineering, PLLC	1003	-\$5,850.00	Invoice 22-2536	\$9,958,779.00
12/19/2022	LKC Engineering, PLLC	1004	-\$11,700.00	Invoice# 22-2931	\$9,947,079.00
1/17/2023	LKC Engineering, PLLC	1005	-\$11,700.00	Invoice# 23-3037	\$9,935,379.00
2/16/2023	LKC Engineering, PLLC	1006	-\$11,700.00	Invoice # 23-3134	\$9,923,679.00
3/22/2023	LKC Engineering, PLLC	1007	-\$11,700.00	Invoice# 23-3176	\$9,911,979.00
4/19/2023	LKC Engineering, PLLC	1008	-\$5,850.00	Invoice# 23-3253	\$9,906,129.00
5/11/2023	LKC Engineering, PLLC	1009	-\$5,850.00	Invoice # 23-3388	\$9,900,279.00
6/21/2023	LKC Engineering, PLLC	1010	-\$11,700.00	Invoice# 23-3424	\$9,888,579.00
7/19/2023	LKC Engineering, PLLC	1011	-\$5,850.00	Invoice# 23-3533	\$9,882,729.00
7/26/2023	Purchased 200 Checks	ACH	-\$337.02	Purchased 200 Checks for account	\$9,882,391.98
10/12/2023	LKC Engineering, PLLC	1021	-\$74,100.00	Reference# 4926	\$9,808,291.98
11/9/2023	LKC Engineering, PLLC	1022	-\$29,900.00	Reference# 4926 Batch# 986399	\$9,778,391.98
12/7/2023	LKC Engineering, PLLC	1023	-\$29,900.00	Reference# 4926 Batch 1006562	\$9,748,491.98
1/26/2024	NC DEQ	1025	-\$400.00	Reference# 620 Batch 1026828	\$9,748,091.98
1/26/2024	NC DEQ	1024	-\$900.00	Reference # 620 Batch 1026828	\$9,747,191.98
2/13/2024	LKC Engineering, PLLC	1026	-\$14,950.00	Inv 24-4114	\$9,732,241.98
4/16/2024	LKC Engineering, PLLC	1027	-\$14,950.00	Inv 24-4234	\$9,717,291.98
7/17/2024	LKC Engineering, PLLC	1028	-\$14,950.00	Inv 24-4499	\$9,702,341.98
9/5/2024	First Bank	1029	-\$490.66	Ad for bids in Independent Tribune	\$9,701,851.32
9/9/2024	Greater Diversity News	1030	-\$329.52	ad for bids	\$9,701,521.80
9/20/2024	LKC Engineering, PLLC	1031	-\$16,400.00	Inv 24-4711	\$9,685,121.80
10/18/2024	LKC Engineering, PLLC	1032	-\$26,000.00	inv 24-4819	\$9,659,121.80
11/4/2024	First Bank CC	1033	-\$420.37	2nd ad for bids Independent Tribune	\$9,658,701.43
11/8/2024	LKC Engineering, PLLC	1034	-\$9,000.00	Inv 24-4869	\$9,649,701.43
1/10/2024	LKC Engineering, PLLC	1035	-\$16,650.00	Inv 24-5047	\$9,633,051.43
1/27/2025	NC DEQ Stormwater Permit	E-check	-\$120.00	annual stormwater permit	\$9,632,931.43
2/19/2025	LKC Engineering, PLLC	1036	-\$15,700.00	Inv 25-5142	\$9,617,231.43
5/9/2025	LKC Engineering, PLLC	1037	-\$15,700.00	Inv 25-5219	\$9,601,531.43
5/9/2025	State Utility Contractors	1038	-\$694,983.00	Pay App 1	\$8,906,548.43
5/9/2025	State Utility Contractors	1039	-\$32,688.66	Pay App 1 Sales Tax	\$8,873,859.77
6/20/2025	LKC Engineering, PLLC	1040	-\$15,700.00	Inv 25-5337	\$8,858,159.77
6/20/2025	State Utility Contractors	1041	-\$494,384.25	Pay App 2	\$8,363,775.52
6/26/2025	LKC Engineering, PLLC	1042	-\$54,950.00	Inv 25-5429 and 25-5530	\$8,308,825.52
6/26/2025	State Utility Contractors	1043	-\$1,020,242.58	Pay App #3 & #4	\$7,288,582.94
7/22/2025	Water Works Metrology, LLC	1044	-\$5,315.11	Inv 3025254- large water meter sizes	\$7,283,267.83

#27 State Grant-Sewer-Lower Adams Creek Sewer Project (\$4,921,715)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE ARPA GRANT		\$4,921,715.00		\$4,921,715.00
2/16/2024	LKC Engineering	1001	-\$15,700.00 Invoice# 23-3137		\$4,906,015.00
3/22/2023	LKC Engineering	1002	-\$7,850.00 Invoice# 23-3175		\$4,898,165.00
4/19/2023	LKC Engineering	1003	-\$7,850.00 Invoice# 23-3252		\$4,890,315.00
5/11/2023	LKC Engineering	1004	-\$31,400.00 Invoice# 23-3387		\$4,858,915.00
6/21/2023	LKC Engineering	1005	-\$15,700.00 Invoice# 23-3425		\$4,843,215.00
7/19/2023	LKC Engineering	1006	-\$31,400.00 Invoice# 23-3532		\$4,811,815.00
7/26/2023	200 Checks for account	ACH	-\$348.26 Checks for account		\$4,811,466.74
8/21/2023	LKC Engineering	1021	-\$31,400.00 Inv 23-3601		\$4,780,066.74
9/11/2023	LKC Engineering	1022	-\$31,400.00 Inv 23-3631		\$4,748,666.74
10/12/2023	LKC Engineering	1023	-\$31,400.00 Inv 23-3718		\$4,717,266.74
12/7/2023	LKC Engineering	1024	-\$15,700.00 Inv 23-3881		\$4,701,566.74
1/23/2024	LKC Engineering	1025	-\$15,700.00 Inv 24-4011		\$4,685,866.74
2/12/2024	NC DEQ	1027	-\$1,300.00 Erosion Control Permit		\$4,684,566.74
2/13/2024	NC DEQ	1028	-\$600.00 Sewer Extension Fast Track App		\$4,683,966.74
3/9/2024	LKC Engineering	1029	-\$31,400.00 Inv 24-4166		\$4,652,566.74
4/16/2024	LKC Engineering	1030	-\$15,700.00 Inv 24-4230		\$4,636,866.74
7/17/2024	LKC Engineering	1031	-\$34,410.00 Inv 24-4544		\$4,602,456.74
9/5/2024	First Bank	1033	-\$455.51 Ad for bids in Independent Tribune		\$4,602,001.23
9/9/2024	Greater Diversity News	1034	-\$300.88 Ad for bids		\$4,601,700.35
9/20/2024	LKC Engineering	1035	-\$7,200.00 inv 24-4759		\$4,594,500.35
10/18/2024	LKC Engineering	1036	-\$20,000.00 Inv 24-4815		\$4,574,500.35
1/10/2025	LKC Engineering	1037	-\$5,000.00 Inv 24-5046		\$4,569,500.35
1/27/2025	DEMLR Stormwater Permit	E-check	-\$120.00 annual permit NCC250278		\$4,569,380.35
2/10/2025	LKC Engineering	1038	-\$27,200.00 Inv 24-4759, 24-4815		\$4,542,180.35
2/19/2025	LKC Engineering	1039	-\$13,823.18 Inv 25-5141		\$4,528,357.17
5/16/2025	Elite Infrastructure Group	1040	-\$68,091.25 Pay App #1		\$4,460,265.92
5/16/2025	LKC Engineering	1041	-\$13,700.00 Inv 25-5218		\$4,446,565.92
6/1/2025	Elite Infrastructure Group	1042	-\$852,791.25 Pay App #2		\$3,593,774.67
6/1/2025	LKC Engineering	1043	-\$13,700.00 Inv 25-5336		\$3,580,074.67
7/11/2025	Elite Infrastructure Group	1044	-\$100,000.00 Pay App #3 advance		\$3,480,074.67
7/28/2025	Elite Infrastructure Group	1045	-\$100,000.00 Pay App #3 advance		\$3,380,074.67
7/29/2025	Elite Infrastructure Group	1046	-\$550,671.00 Pay App # 3 & #4		\$2,829,403.67
7/29/2025	LKC Engineering	1047	-\$54,800.00 Inv 25-5428 and 25-5529		\$2,774,603.67

#29 State Grant-Sidewalk Capital Project (\$2.7 million)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	State Grant		\$2,700,000.00		\$2,700,000.00
5/20/2024	LE Wooten & Company	4001	-\$115.00	on-site engineering	\$2,699,885.00
5/20/2024	Volkert, Inc	4002	-\$7,720.00	engineering	\$2,692,165.00
6/11/2024	Volkert, Inc	1001	-\$16,860.00	Invoice 00205073	\$2,675,305.00
7/17/2024	Volkert, Inc	1002	-\$10,601.60	Invoice 00306075	\$2,664,703.40
8/13/2024	Volkert, Inc	1003	-\$14,502.50	Invoice 00407073	\$2,650,200.90
9/17/2024	Volkert, Inc	1004	-\$16,992.62	Invoice 00508084	\$2,633,208.28
10/11/2024	Volkert, Inc	1005	-\$2,439.78	Invoice 00609078	\$2,630,768.50
11/15/2024	Volkert, Inc	1006	-\$5,782.75	Invoice 00710083	\$2,624,985.75
12/3/2024	Seven Parts Surveying	1007	-\$1,200.00	11.26.24 invoice	\$2,623,785.75
12/16/2024	Volkert, Inc	1008	-\$19,817.13	Invoice 00811096	\$2,603,968.62
1/17/2025	Volkert, Inc	1009	-\$6,353.75	Invoice 00912086	\$2,597,614.87
2/19/2025	Volkert, Inc	1010	-\$10,608.57	Invoice 01001082	\$2,587,006.30
3/14/2025	Volkert, Inc	1011	-\$6,648.75	Inv-01102084	\$2,580,357.55
3/31/2025	Volkert, Inc	1012	-\$14,860.00	Invoice 01203093	\$2,565,497.55
5/12/2025	Volkert, Inc	1013	\$1,457.50	Invoice 01304091	\$2,566,955.05
5/31/2025	Volkert, Inc	1014	\$265.00	Invoice 01405094	\$2,567,220.05
7/22/2025	Volkert, Inc	1015	\$2,120.00	Invoice 01506091	\$2,569,340.05

#30 State Grant-Park Dr waterline Capital Project (\$100,000)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE GRANT				\$100,000.00
8/14/2024	Wooten Company	1002	-\$875.00	Inv 81227	\$99,125.00

#31 State Grant- WTP Renovation Capital Project (\$985,000)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE GRANT AWARDED		\$985,000.00		\$985,000.00
4/2/2025	WesTech Engineering	1001	-\$124,370.92	Inv 106326	\$860,629.08
7/11/2025	WesTech Engineering	1002	-\$202,586.84	Inv 106326	\$658,042.24
7/11/2025	First Bank Credit Card	1003	-\$31.40	used CC to overnight check to WesTech	\$658,010.84
7/22/2025	NC DEQ	1004	-\$317.00	Public Water Supply Plan Review Fee	\$657,693.84
7/22/2025	Miller Lumber Co.	1005	-\$72.00	wood for SCADA stand at Cold Springs/Hwy 73	\$657,621.84
7/22/2025	Charles R Underwood	1006	-\$4,133.95	Inv 32326 for SCADA installation	\$653,487.89
7/30/2025	Homer Clay Electric	1007	-\$3,953.00	Invoices 1079 & 1080	\$649,534.89
7/30/2025	DA Moore Corp	1008	-\$615.25	Invoice 62587	\$648,919.64

#32 S. Main St Parking Lot Capital Project

(Funded by General Fund-Fund Balance)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Total Cost</u>
5/21/2024	McAdams	1002	\$4,582.50	Inv 152952-engineering	\$4,582.50
6/21/2024	McAdams	1003	\$3,382.50	Inv 153858	\$7,965.00
8/21/2024	McAdams	1004	\$2,035.00	Inv 155577 -Final	\$10,000.00

#33 Downtown Storm Drainage Capital Project

(Funded by General Fund-Fund Balance)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Balance</u>
5/21/2024	McAdams	1001	\$1,437.50	Inv 152384-Engineering	\$1,437.50
6/21/2024	McAdams	1002	\$29,650.05	Inv 153715	\$31,087.55
7/9/2024	McAdams	1003	\$27,665.00	Inv 154871	\$58,752.55
8/13/2024	McAdams	1004	\$12,639.72	Inv 155999	\$71,392.27
9/20/2024	McAdams	1005	\$437.50	Inv 157786	\$71,829.77
10/11/2024	McAdams	1006	\$1,937.50	Inv 158576	\$73,767.27
11/15/2025	McAdams	1007	\$4,465.00	Inv 159894	\$78,232.27
12/16/2024	McAdams	1008	\$16,678.75	Inv 161257	\$94,911.02
1/13/2025	McAdams	1009	\$10,440.00	Inv 162332	\$105,351.02
2/19/2025	McAdams	1010	\$5,625.00	Inv 163919	\$110,976.02
3/17/2025	McAdams	1015	\$2,360.00	Inv 165144	\$113,336.02
4/23/2025	McAdams	1012	\$1,862.50	Inv 166804	\$115,198.52
6/1/2025	McAdams	1013	\$13,039.40	Inv 167979	\$128,237.92
6/9/2025	McAdams	1014	\$3,744.10	Inv 169118	\$131,982.02
7/22/2025	McAdams	1016	\$2,735.40	Inv 171389	\$134,717.42



To: Mayor and Town Board of Commissioners

From: Crystal Smith, Human Resources Director / Events Coordinator *CWS*

Date: August 2025

Listed below are activities for the month of July 2025

Customer Service Area:

- Generated 1289 bills (which includes 599 ebills) totaling \$119,926,64
- Twelve (12) customers were disconnected for non-payment.
- Bill reminder notification to customers on Constant contact: 85 customers received either email/text notification with 57 opening the notification.
- LEAD Line Surveys: Holding until completion of water line project.

Human Resources Area:

- Participated in 2026 State Health Plan open enrollment zoom meeting. Open enrollment for full-time employees is scheduled for October 13 – October 30. Crystal will coordinate with employees on date and time.
- Worked on annual Worker's Comp Self Audit, which is due in September.
- Worked with Town Manager and the Fire Chief on full-time firefighter accruals for Vacation, Sick, Holidays along with work cycle for the three new positions. Recommended amendments to the approved Personnel Policy will be an agenda item at the August 12, 2025, Board meeting.
- Completed 2nd quarter Federal and State reports
- Preparing for upcoming FY2024/2025 audit

CODE ENFORCEMENT/EMERGENCY MANAGEMENT

Monthly report

**The following case load was managed by Code Enforcement/Emergency
Management for the month of:
July 2025**

Case Status

New Cases	18
Cases Cleared	06
Monitoring	01

New Cases

Case #	Location	Reference	Status
025-070-C	Wade Street	Tree blocking roadway	C
025-071-C	8538 Lee Street	Driveway extension w/o permit	C
025-072-C	1383 N. Washington St.	Illegal burning	C
025-073-C	8116 Wood Street	High grass/addresses	O
025-074-C	8380 North Drive	Accessory bldg.	O
025-075-C	1325 Hillside Drive	Grass	C
025-076-C	8648 E. Franklin	Sign Permit	O
025-077-C	1539 S. Washington St.	Debris	C
025-078-C	8623 E. Franklin	Accessory bldg.	O
025-079-C	N. Washington at Park	Blocked Storm Drain	O
025-080-C	Lee Street	Debris in roadway	C
025-081-C	Town	Golf cart complaint	C
025-082-C	735 N. Main Street	Lapsed golf cart registration	O
025-083-C	1550 South Main Street	Home occupancy – Pool No permit	O
025-084-C	75 Brackenberry	Weeds (Kudzu)	O
025-085-C	1550 South Main Street	Goat	O
025-086-C	North Main Street	Hydrant	O
025-087-C	8330 W. Franklin	Sink hole	O

Route Card Summary

Action	Number
Code Enforcement	20
Emergency Management	3
Golf Cart Inspection	1
Grants	0
Investigation	0
Meeting	0
Other	2
Recheck	23
Sign Sweep	0
Training	0
TOTAL	49

**Route Card
MONTH**July

Day	Activity	Code	Notes
01	Monthly report		
01	8889 E. Franklin Street – RV (CLOSED)	R	Rechecked an RV on the property. Slides have been retracted.
01	025-071-C 8538 Lee Street LOI	C	Check drive extension
01	025-070-C 8962 Wade Street – Tree down	C	Check status on tree down.
03	Filing and case updates	C	Filing and case updates
07	025-072-C 1383 North Washington	C	Illegal burning
08	025-073-C 8116 Wood Street LOI	C	Addressing/Grass
08	025-074-C 8380 North Drive LOI	C	Accessory Building
10	025-075-C 1325 Hillside	C	High grass
14	025-076-C 8648 East Franklin LOI	C	Sign permit – new sign
14	025-077-C 1539 S. Washington Street LOI	C	Debris
14	025-078-C 8623 E. Franklin Street LOI	C	Accessory Building
14	025-079-C N. Washington @ Park WO	C	Blocked culvert
14	025-081-C Lee Street W/O	C	Limbs in roadway

15	025-031-D 8424 NC 49-N	R	Checked the condition of the building and contacted Cab. Building Inspection to discuss condemnation.
15	Parade policy	EM	Continued work on a parade policy.
15	Independence Day parade	EM	Reviewed only response received for post parade evaluation. With recent incidents such as Oakboro and the weather impact for our event. Will add additional time and send another request.
15	025-081-C Golf cart complaint LOI	C	Several reports of golf carts without permits, overloaded and juvenile drivers. Requested Zoning Director send an request for increased enforcement to CCSD.
15	025-082-C 735 N. Main Street LOI	C	Operation of golf cart w/o a permit.
15	025-083-C 1550 South Main Street	C	Home occupancy w/o a permit. Also renting out pool referred to Cabarrus Health Alliance
18	025-028-C 1370 C Street	R	Rechecked vehicles. The truck has been removed still one vehicle under cover.
21	GCI North Drive	GCI	2025 Golf Cart Inspection
21	East Franklin	C	High grass has been mowed. Will not open case.
21	8962 Wade Street (CLOSED)	R	Tree has been removed sufficiently to allow vehicle traffic.
22	Water Treatment Plant Closure	EM	Requested information on closure for emergencies. Contacted CFD for potable water hose and stored on trailer behind the fire department.
23	025-084-C 75 Brackenberry	C	Grass/Weed(Kudzu) from adjoining property(Town property) encroaching their property. Asked PW to spray.
23	8424 NC 49-N (Monitoring)	R	Received notification that the meters have been removed in preparation for demolition.
28	025-085-C 1550 South Main Street (Monitoring)	C	Animals (goat on property).
28	025-086-C North Main Street (Monitoring)	C	Missing hydrant. Discovered a missing hydrant on a new water line on North Main Street. A hydrant at 605 N. Main Street has not been replaced. Removal of this hydrant would result in 732 to next hydrant.

			Spoke with the Engineer and discovered it had been missing on the project plans.
28	025-087-C 8330 West Franklin Steet LOI (CLOSED)	C	Sink hole in parking lot of What-A-Burger. Checked site and no public utilities are near the whole. Sent courtesy letter.
28	8538 Lee Street (CLOSED)	R	Check driveway. Owner obtained permit.
28	7913 West Franklin (OPEN)	R	Emailed Erin requesting status on owner getting permit. Still awaiting final.
28	Parking on Jackson Street (CLOSED)	R	I did not find any on-street parking in front of the residence. Yard full though.
28	8424 Hwy 49-N (OPEN)	R	No evidence of demolition beginning. Appears utility company is staging poles on the property for their projects in the Town.
28	1383 N. Washington Street (CLOSED)	R	The container used for burning is empty. Closing case. Will need to catch active open burning to pursue further.
28	8118 Wood Street (OPEN)	R	No response from the owner. Site unchanged.
28	8380 North Drive (OPEN)	R	Building is still on site. Received letter from owner stating removing stored items for removal.
28	1325 Hillside Drive (CLOSED)	R	Grass has been mowed. Bush remains.
29	8327 W. Franklin (OPEN)	R	Lot still has not been striped.
29	8648 E. Franklin (Open)	R	Permit has not been issued
29	1538 S. Washington Street (CLOSED)	R	Debris has been removed
29	8628 E. Franklin Street (Monitoring)	R	Accessory building (POD) monitoring
29	Park and N. Washington (Open)	R	Blocked culvert has not been cleared.
29	Lee Street (CLOSED)	R	Debris in roadway has been cleared.
29	75 Brackenberry Circle (OPEN)	R	Weeds
29	226 Pine Street (OPEN)	R	Vehicle. The white pick-up has been removed; the work van remains.
29	9047 J Ruth (OPEN)	R	Vehicle. Automobiles have been removed and the area cleaned. Three trucks remain.

29	1330 Crowell (OPEN)	R	Monitoring this location. Grass has not been mowed again. Will start a new case and send LOI
29	1550 S. Main Street	O	Spoke with Concord, Charlotte and Matthews regarding Zoning application of residential properties renting their pools to the public.

MEMORANDUM

To: Mayor and Town Board

From: Derek Linker, Public Works

Date: August 12, 2025

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

New:

- Completed monthly meter reads
- Water Cut-Offs
- Responded to 1 pump station alarm calls
- Responded to 0 after hour customer calls
- Picked up 15 dump truck loads of brush which equals 180 cubic yards of brush
- Completed work orders for various issues
- Started clearing raw water main right of way near the Intake
- Repaired 2 water service leaks on Hwy.73 near Blackwelder Dr.
- Repaired 2 water service leaks near 9800 Hwy.73
- Repaired water service leak at 1100 Allman Rd. Ext.

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 includes a visit to each station checking dialer status and recording run times. Alarm floats are pulled and checked and stations cleaned monthly in accordance with 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,

-We responded to 111 calls in the month of June with multiple calls happening at the same time that were handled by other members.

-All trucks weighed for the annual inspection.

-All trucks had an annual inspection and passed.

-Engine 19 is having a minor electrical issue, Atlantic Emergency Solutions has been addressing the problem.

-The HVAC work has been completed and seems to be functioning correctly.

-One of our Junior Firefighters has completed her EMT class and passed the state exam.

-We opened the application process for in-house applicants for the full-time position. We had 4 applications that were turned in. We will be conducting a physical agility test and interviews in August.

As always thank you for your continued support!

Dustin Sneed

Fire Chief

Mt. Pleasant Fire Dept.

Cabarrus County Sheriff's Office

253 / Mt. Pleasant

Law Calls for Service

05/01/2025 - 07/31/2025

	May-2025	Jun-2025	Jul-2025
DISPATCHED			
Total	53	65	46
ALL ANIMAL CONTROL CALLS	2	6	6
ASSAULT	0	0	2
ASSIST EMS	0	2	0
ATTEMPT TO LOCATE	0	0	1
BANK ALARM	1	0	0
BREAKING AND ENTERING OF RESD	1	1	0
BREAKING AND ENTERING OTHER	0	1	0
BURGLAR ALARM	6	5	7
CAC BITE	0	1	0
CAC WELFARE CHECK	2	0	1
CARELESS RECKLESS DRIVING	1	3	2
DISCHARGE FIREARMS	0	1	0
DISPUTE (ANYONE)	1	5	2
DOMESTIC DISTURBANCE	2	0	4
DOT NOTIFICATION	0	0	1
FIGHT	0	1	0
FOLLOW UP	1	0	0
FRAUD / FORGERY	0	1	1
IDENTITY THEFT	1	0	0
INFORMATION	1	1	0
INTOXICATED DRIVER	0	1	0
LARCENY	2	1	1
LIVESTOCK	1	0	0
MISSING PERSON OR RUNAWAY	1	0	0
OVERDOSE / POISONING	0	0	1
PROPERTY DAMAGE	0	1	0
RECOVERED PROPERTY	0	1	0
ROAD HAZARD	2	1	0
SERVICE CALL LAW	6	4	5
SEX OFFENDER CHECK	1	0	0
STRANDED MOTORIST	1	0	0
STRUCTURE FIRE	1	1	0
SUSPICIOUS SUBJECT	6	4	3

		May-2025	Jun-2025	Jul-2025
DISPATCHED	SUSPICIOUS VEHICLE	3	1	2
	TRAFFIC ACC PROPERTY DAMAGE	6	10	3
	TRAFFIC ACCIDENT PI	0	0	2
	TRESPASSING	1	1	0
	WARRANT	0	0	1
	WELFARE CHECK (PERSON)	3	11	1
OFFICER-INITIATED	Total	757	380	328
	ALL ANIMAL CONTROL CALLS	2	0	2
	ANIMAL CONTROL FOLLOW UP	7	2	0
	ASSIST SHP	0	1	0
	CIVIL PROCESS	16	9	1
	COMMUNITY CONTACT	1	6	6
	CRIMINAL SUMMONS	1	0	0
	DISPUTE (ANYONE)	0	0	1
	EVICTON	1	0	0
	FOLLOW UP	2	1	5
	IMPROPERLY PARKED VEH	2	1	0
	INVESTIGATION	1	1	0
	LARCENY	1	0	0
	RECOVERED PROPERTY	0	1	0
	ROAD HAZARD	0	3	1
	SECURITY CHECK	295	290	265
	SEX OFFENDER CHECK	1	0	0
	SPECIAL EVENT	10	11	8
	SRO ASSIST ADMIN	51	0	0
	SRO INVESTIGATION	2	0	0
	SRO MENTOR/COUNSEL	60	0	0
	SRO PARENT MEETING	7	0	0
	SRO SAFETY CHECK	188	0	0
	STRANDED MOTORIST	1	1	2
	SUSPICIOUS SUBJECT	2	0	1
	SUSPICIOUS VEHICLE	5	5	4
	TRAFFIC STOP	98	48	30
	WARRANT	3	0	1
	WELFARE CHECK (PERSON)	0	0	1

Event #	Date Time	Street	Case #	callsource
OVERDOSE / POISONING 1				
25127438	Jul 20 23:04	PAGE ST		E911
ALL ANIMAL CONTROL CALLS 6				
25121596	Jul 9 17:09	SUMMER ST		PHONE
25124725	Jul 15 14:17	W FRANKLIN ST	2507150012	PHONE
25126833	Jul 19 10:02	S MAIN ST		PHONE
25129300	Jul 23 14:39	NORTH DR		PHONE
25133729	Jul 30 21:41	B ST		PHONE
25134044	Jul 31 12:38	W FRANKLIN ST	2507310010	PHONE
ASSAULT 2				
25126559	Jul 18 16:28	NC HWY 49 N	2507180011	PHONE
25134214	Jul 31 17:19	N MAIN ST		PHONE
ATTEMPT TO LOCATE 1				
25127996	Jul 21 16:32	PAGE ST		PHONE
BURGLAR ALARM 7				
25123850	Jul 14 8:17	CIRCLE DR		PHONE
25125512	Jul 16 21:59	W FRANKLIN ST		PHONE
25126046	Jul 17 17:44	W FRANKLIN ST		PHONE
25127652	Jul 21 9:42	NC HWY 49 N		PHONE
25131394	Jul 27 9:39	NC HWY 49 N		PHONE
25133765	Jul 30 23:39	NC HWY 49 N		PHONE
25133796	Jul 31 2:43	NC HWY 49 N		PHONE
CAC WELFARE CHECK 1				
25124123	Jul 14 14:35	N SKYLAND DR		PHONE
CARELESS RECKLESS DRIVING 1				
25119309	Jul 5 22:20	NC HWY 73 E		PHONE

DISPUTE (ANYONE) 1				
25124678	Jul 15 13:03	ROSS CIR		PHONE
DOMESTIC DISTURBANCE 4				
25124866	Jul 15 18:31	SHORT ST		PHONE
25128691	Jul 22 17:02	NC HWY 73 E		PHONE
25130765	Jul 25 22:25	N MAIN ST	2507250018	PHONE
25131126	Jul 26 18:40	NORTH DR		PHONE
DOT NOTIFICATION 1				
25120061	Jul 7 11:30	MT PLEASANT RD S/OLDENBURG DR		PHONE
FRAUD / FORGERY 1				
25129342	Jul 23 15:49	W FRANKLIN ST	2507230005	PHONE
LARCENY 1				
25125900	Jul 17 14:20	NC HWY 49 N	2507170012	PHONE
SERVICE CALL LAW 5				
25117991	Jul 3 8:13	NC HWY 49 N		PHONE
25121399	Jul 9 12:25	N MAIN ST		PHONE
25121513	Jul 9 14:44	CRESTWOOD DR		PHONE
25133195	Jul 30 8:29	NC HWY 49 N		PHONE
25133663	Jul 30 18:56	N COLLEGE ST		PHONE
SUSPICIOUS SUBJECT 3				
25127429	Jul 20 22:30	W FRANKLIN ST		PHONE
25128141	Jul 21 23:13	ROSS CIR		PHONE
25129551	Jul 24 0:03	W FRANKLIN ST		PHONE
SUSPICIOUS VEHICLE 2				
25120404	Jul 7 22:35	NC HWY 49 N		PHONE
25122324	Jul 10 21:54	ROSS CIR		PHONE
TRAFFIC ACC PROPERTY DAMAGE 3				
25128030	Jul 21 18:03	S COLLEGE ST/W FRANKLIN ST	2507210009	PHONE
25129192	Jul 23 12:27	NORTH DR	2507230003	PHONE
25133576	Jul 30 16:07	N MAIN ST/NC HWY 49 N	2507300021	PHONE

TRAFFIC ACCIDENT PI 2				
25119470	Jul 6 8:01	NC HWY 49 N	2507060002	PHONE
25126340	Jul 18 10:06	N MAIN ST	2507180004	PHONE

WARRANT 1				
25126482	Jul 18 14:00	NC HWY 49 N		PHONE

WELFARE CHECK (PERSON) 1				
25122191	Jul 10 16:07	N MAIN ST		PHONE

CARELESS RECKLESS DRIVING 1				
25128028	Jul 21 18:01	E FRANKLIN ST		W911

DISPUTE (ANYONE) 1				
25123274	Jul 12 19:21	N MAIN ST		W911

Total Disp. CFS: 46

Cabarrus County Sheriff's Office

Mt Pleasant

Traffic Stop, Citation, & Arrest Data

07/01/2025 - 07/31/2025

Traffic Stop Data with CAD Event Disposition (Zone 253)

TRAFFIC STOP	
ARREST MADE REPORT TAKEN	1
CITATION ISSUED	11
REPORT TAKEN	1
VERBAL WARNING	12
WRITTEN WARNING	5
Total	30

Citation Data (Mt Pleasant)

Total # of Citations: 46

Total # of Charges: 63

	Charges
ALLOW UNLICENSED TO DRIVE	1
CHILD NOT IN REAR SEAT	2
DRIVE/ALLOW MV NO REG	1
DWLR NOT IMPAIRED REV	4
EXCEEDING POSTED SPEED	2
EXPIRED REGISTRATION CARD/TAG	8
EXPIRED/NO INSPECTION STICKER	3
FAIL TO STOP-STEADY RED LIGHT	2
FAIL/YLD STOPSIGN FLSH/REDLT	1
FICT/ALT TITLE/REG CARD/TAG	1
FICT/CNCL/REV REG CARD/TAG	2
NO LIABILITY INSURANCE	5
NO OPERATORS LICENSE	5
POSS MARIJUANA > 1/2 -1 1/2OZ	1
POSSESS MARIJ PARAPHERNALIA	1
RECKLESS DRVG-WANTON DISREG	2
SPEED VIOLATION	14
UNLAWFULLY PASS EMERGENCY VEHI	5
UNSAFE PASSING ONCOMING TRAF	1
UNSAFE PASSING YELLOW LINE	1
WINDOW TINTING VIOLATION	1
Total	63

Arrest Data (Mt Pleasant)

Case #	Charge	City
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Cabarrus County Sheriff's Office

ABC
8840 E Franklin St,
Mt Pleasant, NC

Arrest & Citation Data
LAW ENFORCEMENT USE ONLY - DO NOT RELEASE

7/1/2025 - 7/31/2025

HONEYCUTT, DUSTIN WHITLEY - W/M 33

130432 07/25/25 612 N MAIN ST	O - ON-VIEW ARREST	PAT	CSO
13B - MISD CRIME OF DOMESTIC VIOLENCE	M		

AHLGRIM, NICHOLAS SCOTT - W/M 39

25-0711-0013 07/11/25 8352 NC HWY 49 N	O - ON-VIEW ARREST	HB	CSO
90D - DWI	M		
9914 - DRIVE/ALLOW MV NO REG	M		
9914 - DR/ALLOW REG PL NOT DISPLAY	M		
9914 - FAIL TO NOTIFY DMV ADDR CHANGE	M		

MASTIN, ARYON DEMAA - B/F 33

25-0708-0009 07/08/25 1510 S MAIN ST	O - ON-VIEW ARREST	PAT	CSO
9914 - FICT/ALT TITLE/REG CARD/TAG	M		
9914 - DRIVE/ALLOW MV NO REG	T		
9914 - USE FOREIGN LICENSE-DWLR	T		

Cabarrus County Sheriff's Office

ABC
8840 E Franklin St,
Mt Pleasant, NC

Arrest & Citation Data
LAW ENFORCEMENT USE ONLY - DO NOT RELEASE

7/1/2025 - 7/31/2025

Charge by Misdemeanor or Felony

	M	T	Total
DR/ALLOW REG PL NOT DISPLAY	1	0	1
DRIVE/ALLOW MV NO REG	1	1	2
DWI	1	0	1
FAIL TO NOTIFY DMV ADDR CHANGE	1	0	1
FICT/ALT TITLE/REG CARD/TAG	1	0	1
MISD CRIME OF DOMESTIC VIOLENCE	1	0	1
USE FOREIGN LICENSE-DWLR	0	1	1
Total	6	2	8



AGENDA ITEM:

Receive update on the status of:

- Water Distribution Improvements Project
- Lower Adams Creek Sewer Outfall Project
- Water Treatment Plant Upgrades

NARRATIVE:

Randy Holloway will give an update on the projects listed above.

RECOMMENDATIONS:

Motion to approve Resolution to Purchase the Rear Portion of Property Located at 225 Jackson St with road frontage on Circle Drive.

Motion to approve contract with LCJ Construction to construct building for the PAC System at the northern end of the lagoon using funds from the \$985,000 State Grant for Water Treatment Plant improvements.

TOWN OF MOUNT PLEASANT

An equal opportunity provider, employer, and lender.

8590 Park Drive | PO Box 787 | Mount Pleasant, NC 28124 | 704.436.9800 | mtpleasantnc.gov



**RESOLUTION TO PURCHASE THE REAR PORTION OF PROPERTY LOCATED AT
225 Jackson St. with road frontage on Circle Dr.**

WHEREAS, the Town of Mount Pleasant Board of Commissioners would like to purchase the rear portion of property at 225 Jackson Street with road frontage along Circle Drive from Christopher and Alesia Atwood; and

WHEREAS, this property will allow road access from Circle Drive to the northern end of the lagoon at 325 Jackson Street; 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 the back side of 225 Jackson Street along Circle Drive in Mount Pleasant, North Carolina. A new plat is being filed by Surveyor John McHenry showing the portion of PIN # 56702885010000 Deed Book 5074, Deed Page 0061 that is being purchased; and
2. **PRICE:** The purchase price of Property Owners' approximately 0.11 acres by the Town of Mount Pleasant is for the agreed upon price of \$18,000 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 access to the north end of the lagoon at 325 Jackson St to provide an entrance for the building being constructed for the Powder Activated Carbon System; 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 OF MOUNT PLEASANT

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TOWN WITHIN THE MEANING OF THE CONSTITUTION OF THE STATE OF NORTH CAROLINA; and

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 12th day of August, 2025

By: _____ (Seal)
Mayor Tony Lapis

Attested to:

By: _____
Amy Schueneman, Town Clerk

Town of Mt. Pleasant – PAC Feed Building

Design-Build Budget Proposal

Outline Spec | Clarifications & Exclusions

July 3rd 2025



EXECUTIVE SUMMARY

The information that follows within this Proposal outlines costs to execute a fast-tracked design and construction delivery of a +/- 785 SF building for the Town of Mt. Pleasant's new PAC Feed Water Quality Dosing System. Work is expected to include minor grading operations to establish adequate vehicle access to the facility from Circle Drive. Material selections proposed for the building are based upon the need for a durable, low-cost initial investment while maintaining considerations for low-maintenance products having extended life cycles. As time is of the essence for completion of the project, our approach will allow for the design and permit phase to be expedited so that construction can commence almost immediately, thereby guaranteeing delivery to the Town of Mt. Pleasant by the desired timeframe.

DESIGN FEE BUDGET TOTAL:	\$	8,000
CONSTRUCTION BUDGET – SITE & BUILDING:	\$	218,000
CONTRACTOR CONTINGENCY TOTAL:	\$	<u>30,000</u>
BUDGET ESTIMATE GRAND TOTAL:	\$	256,000

GENERAL CLARIFICATIONS

- Sitework Budget is based upon the Site Layout as provided by LCJ Construction
- Construction Budget is based upon material selection as proposed by LCJ Construction
- General Conditions are based upon a Preliminary Construction Schedule of (3) weeks
- Budget includes demolition and haul-off of existing 8'x8'x8' CMU structure
- Specific details of work scopes used to establish the budget are outlined by CSI Master Format divisions below

OUTLINE SPECIFICATION – SITE WORK

Site Clearing

- Clearing to open drive entrance for access to building from Circle Drive
- Limits of clearing for typical dimensions at existing drive entrance to approximately 30' wide approach through existing tree line

Grading & Earthwork

- Strip topsoil approximately 75' from entry at Circle Drive to the new building
- Fill, grade and shape drive entrance slope into site
- Prep and fine grade access and turnaround for stone base

Site Furnishings

- Furnish and install drainage pipe at drive entrance ditch to maintain existing drainage profile
- Prep, form and pour concrete drive entrance from Circle Drive into site
- Place and compact aggregate base course of approximately 8" to stabilize site for vehicular access
- Place gravel topping over aggregate base course

OUTLINE SPECIFICATION – BUILDING

Foundations & Slabs

- Includes continuous concrete ribbon footings with steel reinforcing bars
- Includes concrete slab on grade per design of Structural Engineer
- Slab on grade will be sealed at time of placement

Building Construction for PAC Feed Equipment

- Includes 8" CMU Walls from top of footing to approximately 5'-0" AFF
- Includes 2x6 exterior wall framing from top of CMU wall to 20'-0" at eave
- Includes prefabricated wood trusses at 3:12 slope, peaked in the center
- Exterior frame walls to receive batt insulation full depth of wall cavity
- Exterior walls to be sheathed with plywood and finished with vinyl siding
- Interior side of walls to receive plywood finish
- Roof will be sheathed, covered with ice and water membrane, and asphalt shingled
- Includes (1) 3070 Steel personnel door with lock
- Includes (1) Insulated, steel sectional door (manually operated)

Mechanical – Electrical – Plumbing

- Includes (1) exhaust fan and (1) louver as noted on floor plan. Exhaust fan and louver to be interlocked via signal from control wire
- Includes provisions for new 100-amp electrical service. New panel to be fed from existing on-site electrical service with meter
- Includes plumbing of 4" PVC conduit with long sweep to act as containment pipe for Owner-supplied 1.5" slurry discharge piping. Conduit to extend from new building to location where fresh creek water is supplied to existing lagoon

EXCLUSIONS:

- Town of Mt. Pleasant Zoning Fees
- Builder's Risk Insurance
- Removal or Disposal of any Materials of Hazardous Nature
- Construction Materials Testing | Special Inspections | 3rd Party Inspections
- Performance and Payment Bonds
- Cost increases due to escalation or tariffs imposed on material pricing
- Abandonment of existing on-site well or installation of new wells, including clearing / delimbing for trades doing work outside of this scope
- Temporary power costs
- Details and design criteria as issued by Garver, including structural concrete thickness or reinforcing
- Sprinkler systems
- Water / Sewer plumbing
- HVAC of any kind (Owner's equipment to utilize strip heat)
- Electrical service assumes adequate capacity exists for service size
- CCTV systems, burglar systems, fire alarm, computers, card readers, badged access, IT cabling, fiber lines, telecomm, VOIP, networking switches, tie-in to BAS, etc.
- End-User equipment or other FF&E items (i.e. – desks, tables, chairs, speakers, etc.)
- BDA Testing / BDA (Bi-Directional Radio-Amplification) Design and BDA System

**** END OF DOCUMENT ****



AGENDA ITEM:

Discuss revising the Town of Mount Pleasant's Golf Cart Policy to include Golf Cart Renewal information. There have been questions recently about the renewal process.

NARRATIVE:

There have been questions recently about the renewal process for Golf Carts. To clarify the process, the following information was added to the Golf Cart Registration Application:

"13. Renewal: Golf Carts must be renewed and inspected each year. A renewal letter will be sent a month in advance of expiration. Once the letter is received, the applicant is to call 704-436-9800 to set up an inspection appointment. Renewal fee is \$30."

A copy of the modified Golf Cart Application is attached.

RECOMMENDATIONS:

A motion to approve the addition of "Renewal" information to the current Golf Cart Policy.

TOWN OF MOUNT PLEASANT

An equal opportunity provider, employer, and lender.

8590 Park Drive | PO Box 787 | Mount Pleasant, NC 28124 | 704.436.9800 | mtpleasantnc.gov



Town of Mount Pleasant

Golf Cart Registration Application

Code of Ordinances, Part 7, Section 7-4.8

8590 Park Drive, North Carolina 28124

Phone: 704.436.9803

Email: townhall@mtpleasantnc.us

A golf cart registration authorizes the operation of a golf cart on roads posted 35 miles per hour or less, except NC Highways 73 & 49. No golf cart shall be driven in the Town of Mount Pleasant without a valid registration. **The registration must be attached to the front, lower corner of the driver's side windshield of the golf cart.** The annual fee for a golf cart permit is set forth in the Town's adopted fee schedule. The annual registration fee, as set forth in the Town's fee schedule, shall be paid at the time of application.

***NOTE:** Subject to the definitions of North Carolina General Statute 20-4.01, golf carts shall not exceed 20mph. ATV's, mini-trucks, and state-registered, low-speed vehicles are NOT considered golf carts, and are regulated under North Carolina General Statute 20-121.1.

Golf Cart Rules:

1. Golf carts shall not be operated on or alongside a public road or street with a posted speed limit greater than 35 miles per hour. No golf carts are permitted on numbered highways including NC Highway 73 and NC Highway 49 regardless of posted speed limit. Golf carts may cross a road with a posted speed limit greater than 35 mph. However, once this segment of road has been transversed, the golf cart is still required to travel only on or along a roadway with a speed limit of 35 mph or less. Golf carts must cross in a manner that is the most direct route in order to decrease crossing distance, i.e. no riding along a road or crossing at an angle. Under no circumstance is a golf cart allowed to cross a control access facility other than at bridges which cross over or under a control access facility.
2. Any person who operates a golf cart must be responsible for all liability associated with operation of the golf cart and must have liability insurance coverage which will cover the use of a golf cart in an amount not less than required by North Carolina law for motor vehicles operated on public highways in the State of North Carolina.
3. Any person who operates a golf cart must be at least sixteen (16) years of age or older. No person may operate a golf cart unless that person is licensed to drive upon the public streets, roads and highways of North Carolina and then, only in accordance with such valid driver's license. Golf cart operators must carry their driver's license on their person at all times while operating a golf cart on public roads.
4. Any person who operates a golf cart on public streets and roads must adhere to all applicable State and local laws, regulations and ordinances, including but not limited to those banning the possession and use of alcoholic beverages, and all other illegal drugs. In addition, no golf cart containing any open container of alcohol shall be operated on public roads.
5. The operator of the golf cart shall comply with all traffic rules and regulations adopted by the State of North Carolina and the Town, which governs the operation of motor vehicles.
6. An operator may not allow the number of people in the golf cart at any one time to exceed the maximum capacity specified by the manufacturer. The operator shall not allow passengers to ride on any part of a golf cart not designed to carry passengers, such as the part of the golf cart designed to carry golf bags. In no instance shall a golf cart be operated at a speed greater than 20 miles per hour. No golf cart may be operated at a speed greater than reasonable and prudent for the existing conditions.

7. Golf carts must be operated at the right edge of the roadway and must yield to all vehicular and pedestrian traffic.
8. Golf carts must park in designated spaces in such a manner that multiple golf carts can utilize the space. All parking rules and limits apply. No parking on sidewalks is allowed.
9. Golf carts must have basic equipment supplied by the manufacturer, including a vehicle identification or serial number. Such equipment must include all safety devices as installed by said manufacturer, including rear view mirror and a visibly affixed rear triangle reflector of the same type required by North Carolina law.
10. Golf carts without lights may be operated only during daylight hours. Golf carts meeting the requirements set forth below may operate at any time:
 - a. Golf carts having two (2) operating headlights, one on each side of the front of the golf cart and two (2) operating tail lights, one on each side of the rear of the cart, all four (4) lights must be visible from a distance of 500 feet; and
 - b. If a mechanical turn signal indicator is not installed, then hand signals are required for turns.
11. Each owner must have proof of ownership and liability insurance. These documents must always be in the golf cart while in operation on public roads.
12. The registration sticker shall be valid for one (1) year and must be visible on a golf cart operated on a public road.
- 13. Renewal: Golf Carts must be renewed and inspected each year. A renewal letter will be sent a month in advance of expiration. Once the letter is received, the applicant is to call 704-436-9800 to set up an inspection appointment. Renewal fee is \$30.**
14. Lost or Stolen Permit/Stickers are the responsibility of the owner and must be replaced before the golf cart is operated on a public road.

***NOTE:** North Carolina General Statute 20-135.2A states that seat belts shall be properly worn, as installed. NCGS 20-137.1 states that passengers under 16 years of age shall be properly secured by a seatbelt which meets federal standards and that children under 8 years of age and less than 80 pounds be properly secured in a weight appropriate child passenger restraint system (car seat).

By signing below, I certify that I have read, understand, and agree to follow the above rules, and acknowledge that if I am found in violation of the above rules, I may be subject to fines, tow fees and/or the revocation of my Town Golf Cart Registration. Furthermore, by signing below, I release the Town from liability that may arise as a result of operation of a golf cart inside the Town limits.

Full Name: _____

Physical Address: _____

Mailing Address: _____

Phone number: _____ Email Address: _____

Insurance Company: _____ Policy #: _____ Driver's License #: _____

Signature: _____ Date: _____

OFFICE USE ONLY: DECAL NO. ASSIGNED _____
DATE ISSUED _____

EMPLOYEE _____
EXPIRATION DATE _____



AGENDA ITEM:

Discuss revising the Town of Mount Pleasant's Personnel Policy approved December 9, 2024, to include full-time Firefighter Vacation, Sick, and Holiday leave accruals. Also further clarify the definition of full-time non-fire department employee to 40 hours (pages 7, 14, 26, and 27). All recommended additions are listed in red, and changes are crossed out with a blue mark.

NARRATIVE:

The Town of Mount Pleasant's current Personnel Policy does not include full-time firefighter accrual rates for vacation, sick, and holiday leave. These full-time firefighter positions will accrue at different rates, due to their work schedules being more than eight (8) hours a day (40 hours per week). While revising the Personnel Policy, Staff clarified the definition of full-time non-fire department employee to 40 hours per week as there was inconsistency of this definition throughout the Personnel Policy.

Once the recommended additions and revisions are approved, they will be added to the Personnel Policy and pages will be renumbered and index updated.

RECOMMENDATIONS:

Motion to approve the recommended additions and revisions to the current Personnel Policy.

TOWN OF MOUNT PLEASANT

An equal opportunity provider, employer, and lender.

8590 Park Drive | PO Box 787 | Mount Pleasant, NC 28124 | 704.436.9800 | mtpleasantnc.gov

ARTICLE VII. HOLIDAYS AND LEAVES OF ABSENCE

Section 1. Policy

The policy of the Town is to provide vacation leave, sick leave, and holiday leave to all full-time employees. Employees shall accrue leave proportionately with each payroll. (See Section 9, Page 7 for definition of full-time employee.)

Section 2. Holidays

Full-Time Town employees, (non-Fire Department employees), will follow the holiday schedule as published by the State of North Carolina each year (12 holidays at 8 hours = 96 annual holiday hours).

Full-Time Fire Department employees will follow the State of North Carolina holiday schedule (12 holidays at 11.2 hours per holiday = 136.80 annual holiday hours). ***

The Town Clerk will post the holiday schedule for the upcoming calendar year in December.

Section 3. Holiday Pay and Effect on Other Types of Leave

Regular holidays which occur during a vacation, sick, or other leave period of any employee shall not be considered as vacation, sick, or other leave. Non-exempt employees who work on a holiday will be paid at the rate of 1.5 times for any time, over 40 hours a week, inclusive of the time worked on the holiday.

Section 4. Vacation Leave

Vacation leave is intended to be used for rest and relaxation, school appointments, and other personal needs. Vacation leave may also be used by employees who wish to observe religious holidays other than those granted by the Town. Employees who wish to use leave for religious observances must request leave from their respective Department Heads. The Department Head will attempt to arrange the work schedule so that an employee may be granted vacation leave for religious observance. Vacation leave for religious observance may be denied only when granting the leave would create an undue hardship for the Town.

All employees, including Full-time Fire Department employees, shall follow the Vacation Accrual Schedule unless otherwise agreed upon in a Conditional Offer of Employment.

Section 5. Vacation Leave For New Employees

Employees serving a probationary period following initial employment may accumulate vacation leave but shall not be permitted to take vacation during the first six (6) months of employment unless approved in a Conditional Offer of Employment.

Section 6. Vacation Leave: Accrual Rate

All Full-time Town employees, (except non-Fire Department employees), shall earn vacation according to the following schedule:

Years of Service	Days Accrued per Year
0-5	12 days (8 hours monthly)
5-10	15 days (10 hours monthly)
10-15	18 days (12 hours monthly)
15-20	21 days (14 hours monthly)
20+	24 days (16 hours monthly)

Vacation Leave: Accrual Rate Full-Time Fire Department Employees

Full-Time Fire Department employees shall earn vacation according to the following schedule:

Years of Service	Days Accrued per Year
0-5	12 days (11.2 hours monthly)
5-10	15 days (14 hours monthly)
10-15	18 days (16.80 hours monthly)
15-20	21 days (19.60 hours monthly)
20+	24 days (22.40 hours monthly)

Section 7. Vacation Leave: Maximum Accumulation (except Full-Time Fire Department employees)

Vacation leave may accumulate without any applicable maximum until December 31 of each year. However, if the employee departs from service, payment for accumulated vacation leave shall not exceed 30 days (240 hours) prorated as shown in Section 6. Effective the first payroll in the calendar year, any full-time employee with more than 30 days (over 240 hours) of accumulated leave shall have the excess accumulation removed so that only 30 days are carried forward to January 1 of the next calendar year. Employees are not eligible to receive pay for vacation time not taken. Employees will have the excess vacation leave (over 30 days [or over 240 hours] prorated as shown in Section 6) converted to sick leave.

Section 7.1 Vacation Leave: Maximum Accumulation Full-Time Fire Department

Vacation leave may accumulate without any applicable maximum until December 31 of each year. However, if the employee departs from service, payment for accumulated vacation leave shall not exceed 30 days (336 hours) prorated as shown in Section 6.1. Effective the first payroll in the calendar year, any full-time Fire Department employee with more than 30 days (336 hours) of accumulated leave shall have the excess accumulation removed so that only 30 days (336 hours) are carried forward to January 1 of the next calendar year. Employees are not eligible to receive pay for vacation time not taken. Employees will have the excess vacation leave (over 30 days [or over 336 hours] prorated as shown in Section 6.1) converted to sick leave.

All employees are cautioned not to retain excess accumulated vacation leave until late in the year. Because of the necessity to keep all functions in operation, large numbers of employees cannot be granted vacation leave at any one time. If an employee has excess leave accumulation during the latter part of the year and is unable to take such leave because of staffing demands, the employee shall receive no

special consideration either in having vacation leave scheduled or in receiving any exception to the maximum accumulation.

Section 8. Vacation Leave: Manner of Taking

Employees shall be granted the use of earned vacation leave upon request in advance at those times designated by the Department Head which will least obstruct normal operations of the Town. Department Heads are responsible for insuring that approved vacation leave does not hinder the effectiveness of service delivery. Vacation may be taken in one-hour (1-hour) increments.

Section 9. Vacation Leave: Payment upon Separation

An employee who has successfully completed six months of the probationary period will normally be paid for accumulated vacation leave upon separation not to exceed 30 days (240 hours) prorated as shown in Section 6 or Section 6.1 (Fire Department – 336 hours), provided notice is given to the supervisor at least two (2) weeks in advance of the effective date of resignation.

Any employee failing to give the notice required by this section shall forfeit payment for accumulated leave. The notice requirement may be waived by the Town Manager when deemed to be in the best interest of the Town. Employees who are involuntarily separated shall receive payment for accumulated vacation leave subject to the 30 days (240 hours) prorated as shown in Section 6 or Section 6.1 (Fire Department 336), maximum. Employees dismissed for criminal conduct may be determined ineligible to receive vacation pay.

Section 10. Vacation Leave: Payment upon Death

The estate of an employee who dies while employed by the Town shall be entitled to payment of all the accumulated vacation leave credited to the employee's account not to exceed the maximums established in Section 6 or Section 6.1 (Fire Department) of this Article.

Section 11. Sick Leave

Sick leave may be granted to a probationary or regular employee absent from work for any of the following reasons: sickness, bodily injury, required physical or dental examinations or treatment, or exposure to a contagious disease, when continuing work might jeopardize the health of others.

Sick leave may be used when an employee must care for a member of his or her immediate family who is ill or needs medical care.

Sick leave may also be used to supplement Workers' Compensation Disability Leave both during the waiting period before Workers' compensation benefits begin, and afterward to supplement the remaining one-third of salary, except that employee may not exceed the regular salary amount using this provision.

An employee may be granted up to five (5) consecutive calendar days of funeral leave with pay upon death of a member of the immediate family (as defined herein). If more than the allotted number of days leave is required, or if leave is desired for a death other than the immediate family, see other leave policies.

"Immediate family" shall be defined as spouse, child, parent, sibling, grandparent, grandchild, son-in-law, daughter-in-law, parent-in-law, brother or sister-in-law, aunt, uncle, or the employee or spouse or guardian of the employee. This also includes various combinations of step, half, and adopted relationships.

Notification of the desire to take sick leave should be submitted to the employee's supervisor prior to the leave or according to departmental procedures, if possible.

All Town employees who meet eligibility requirements may donate sick or annual leave to another eligible employee in need.

Section 12. Sick Leave: Accrual Rate for Full-time Town Employees and Fire Department Full-time Employees

Sick leave shall accrue at a rate of one day per month (8 hours) of service or twelve (12) days per year (96 hours) for full-time employees working 40 hours per week.

Fire Department full-time personnel shall accrue at a rate of one day per month (11.2 hours) of service or twelve (12) days per year (134.4 hours).

Sick leave will be cumulative for an indefinite period and may be converted upon retirement for service credit consistent with the provisions of the North Carolina Local Government Employees' Retirement System.

All sick leave accumulated by an employee shall end and terminate without compensation when the employee resigns or is separated from the Town, except as stated for employees retiring or terminated due to reduction in force.

Section 13. Transfer of Sick Leave and Vacation Leave from Previous Employer

The Town will accept sick leave balances when documented by a previous employer when the employee worked for a previous employer covered by the State or Local Government Retirement System and the employee did not withdraw accumulated contributions from that employer when leaving employment. The sick leave will be treated as though it were earned with the Town of Mount Pleasant. The sick leave amount must be certified by the previous employer, and it is the employee's responsibility to provide documentation from his or her previous employer within three (3) months of employment. Transferred sick leave will be credited to the employee upon completion of the probationary period.

The Town will accept up to 80 hours of vacation leave balance when documented by a previous employer that is a unit of State or Local Government, provided that the vacation leave is not paid out by the previous employer and the Town of Mount Pleasant will not pay out any unused leave accrued at the previous place of employment upon departure of the employee. The Town is only responsible for paying out unused vacation leave that was accrued while working for the Town, as set forth in Sections 6 and 9.

Section 14. Sick Leave: Medical Certification

The employee's supervisor or Department Head may require a physician's certificate stating the nature of the employee's or employee's family member's illness and the employee's capacity to resume duties, for each occasion on which an employee uses sick leave or whenever the supervisor observes a "pattern of absenteeism." The employee may be required to submit to such medical examination or inquiry as the Department Head deems desirable. The Department Head shall be responsible for the application of this provision to the end that:

- A. Employees shall not be on duty when they might endanger their health or the health of other employees; and
- B. There will be no abuse of leave privileges.

Claiming sick leave under false pretense to obtain a day off with pay shall subject the employee to disciplinary action up to and including dismissal.

personnel of that department. All such rules and regulations shall be subject to the approval of the Town Manager and shall not in any way conflict with the provisions of this Policy, but shall be considered as a supplement to this Policy.

Section 9. Definitions

For the purposes of this Policy, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Full-time employee (non firefighter). An employee who is in a position for which an average work week equals ~~at least 35~~ 40 hours, and continuous employment of at least 12 months, are required by the Town.

Full-time Firefighter. An employee who is in a position for which an average work week equals 56 hours per week, and continuous employment of at least 12 months, are required by the Town.

Part-time employee. An employee who is in a position for which an average work week of at least ~~eight (8) 20~~ 20 hours and less than ~~35~~ 40 hours and continuous employment of at least 12 months are required by the Town. Firefighters are defined as part-time if they are scheduled to work an average of 26.5 or more hours per week over a period of 12 months.

Permanent position. A position authorized for the budget year for a full 12 months and budgeted for 20 or more hours per week. All Town positions are subject to budget review and approval each year by the Board of Commissioners and all employees' work and conduct must meet Town standards. Therefore, reference to "permanent" positions or employment should not be construed as a contract or right to perpetual funding or employment.

Probationary employee. An employee appointed to a full or part-time position who has not yet successfully completed the designated probationary period.

Regular employee. An employee appointed to a full or part-time position who has successfully completed the designated probationary period.

Temporary employee. An employee, not in a permanent position, for which either the average work week required by the Town over the course of a year is less than 20 hours, or continuous employment required by the Town is less than 12 months.

Trainee. An employee status when an applicant is hired (or employee promoted) who does not meet all of the requirements for the position. During the duration of a trainee appointment, the employee is on probationary status.

responsibility for continuous service, in accordance with the nature of each job position. If an employee fails to respond to reasonable calls for emergency service, either special or routine, the employee shall be subject to disciplinary actions up to and including dismissal by the Town Manager.

Call-back. Non-exempt employees will be guaranteed a minimum payment of two (2) hour of wages for being called back to work outside of normal working hours. "Call-back" provisions do not apply to previously scheduled overtime work (scheduled one or more days in advance).

Stand-by. Stand-by time is defined as the time when an employee must carry a Town issued cell phone and must respond immediately to calls for service by their supervisor. Non-exempt employees required to be on "stand-by" duty will be paid for three (3) hours of work for each week of stand-by time they serve. Hours actually worked while on stand-by are calculated beginning when the employee reports to the work site and are added to the regular total of hours worked for the week. Examples of stand-by time are as follows:

Example 1: Employee is on Stand-by for the week and does not have any after-hours calls. Employee receives 43 hours of straight pay for the week (40 regular + 3 stand-by.)

Example 2: Employee is on Stand-by for the week and receives an after-hours call. The call takes 45 minutes to fix. Employee receives one (1) hour straight time and two (2) hours over-time: 41 hours + 2 over-time.

Example 3: Employee is on Stand-by for the week and receives an after-hours call. Employee realizes they need help making the repair, and a second employee is called. It takes 45 minutes to make the repair. Employee on call receives one (1) hour added to straight time for the stand-by and 2 hours of overtime. Second Employee receives two (2) hours overtime.

Section 14. Payroll Deduction

Deductions shall be made from each employee's salary, as required by law. Additional deductions may be made upon the request of the employee on determination by the Town Manager as to capability of payroll equipment, associated increase in workload and appropriateness of the deduction.

Section 15. Hourly Rate of Pay

The hourly rate for employees working other than 40 hours per week, such as ~~police officers working an average 42 hours per week or~~ firefighters working an average 56 hour week, will be determined by dividing the average number of hours scheduled per year into the annual salary for the position.

Section 16. Longevity Pay

Full-time employees of the Town, hired before July 1, 2019, are compensated for years of continuous service by payment of a longevity supplement based on the following table. Employees shall receive longevity pay on a date as determined by the Board of Commissioners. Longevity pay shall reflect their current level as of July 1, 2019 according to the following schedule:

<u>Years of Service</u>	<u>Longevity Amount</u>
1 - 5	\$ 250
5 - 10	\$ 500
10 - 20	\$ 650

Town of Mount Pleasant Personnel Policy

Adopted Oct. 5, 2009

Last Amended February 14, 2022, Proposed Amendments-October 2024

Section 2. Group Health and Hospitalization Insurance

The Town provides group North Carolina State Health and Hospitalization insurance programs for full-time employees (~~30~~ 40 plus hours per week), and for eligible family members/dependents of employees through payroll deduction. Information concerning cost and benefits shall be available to all employees from the Personnel Office.

Employees hired prior to July 1, 2019 who retire from the Town of Mount Pleasant with full-time continuous service of twenty years or more shall receive continued medical insurance coverage until they are Medicare eligible at the or up to the **current rate** paid by the Town for insurance premiums.

At the time of retirement, the retiree has the two options:

Option 1 - Retiree may remain with the North Carolina State Plan until Medicare eligible with the Town paying a designated amount toward retiree's insurance (designated amount will be the amount currently being paid for active full-time employees.) Retiree would be responsible for the difference.

Example: Town pays up to \$500/month for active full-time employees insurance. Retiree Health Insurance rate is \$700/month. Retiree pays the \$200 difference to the Town on a monthly basis by the 5th of each month. Failure to pay results in loss of coverage with no further obligation by the Town.

Option 2 - Retiree may choose to secure Health insurance in the open market. Retiree must provide monthly Proof of Insurance to the Town, such as monthly bill. Insurance payment will be directly paid to the insurance carrier with the remaining portion being paid by the retiree. **Example:** Town pays up to \$500 for active full-time employees insurance. Retiree Health Insurance rate is \$700/month. Retiree pays the \$200 difference to the Town on a monthly basis by the 5th of each month. Failure to pay results in loss of coverage with no further obligation by the Town.

Family Members/Dependent Medical and Hospital Insurance at time of Employees Retirement: Family members who are covered under the employees insurance at the time of the employees retirement will be solely responsible for their medical coverage at the employees retirement date.

Employees Hired After July 1, 2019:

The Town provides group North Carolina State Health and Hospitalization insurance programs for full-time employees (~~30~~ 40 plus hours per week), and for eligible family members/dependents of employees through payroll deduction. Information concerning cost and benefits shall be available to all employees from the Personnel Office.

Upon retirement, employees hired after July 1, 2019, regardless of years of continuous service, will be responsible for paying their own Medical Insurance premiums with no assistance from the Town. As long as permitted by the North Carolina State Health Plan, retirees may remain with the North Carolina State Health Plan until Medicare eligible with the retiree paying the full amount of the insurance premium. Payment must be made to the Town on a monthly basis by the 5th of each month. Failure to pay results in loss of coverage with no further obligation by the Town.

Section 3: Dental and Vision Insurance

The Town provides group dental and vision insurance programs for full-time employees (30 40 plus hours per week), and for eligible family members/dependents of employees through payroll deduction. Information concerning cost and benefits shall be available to all employees from the Personnel Office.

At the time of retirement, dental and vision coverage become the sole responsibility of the retiree and any family members/dependents they carry.

Section 4. Group Life Insurance

The Town provides group life insurance for each active full-time employee subject to the stipulations of the insurance contract. Life insurance will be provided by the Town in an amount approved by the Town, subject to appropriation. The Town does not offer retiree life insurance upon retirement.

Section 5. Other Optional Group Insurance Plans

The Town may make other group insurance plans available to employees upon authorization of the Town Manager or Board of Commissioners. The Town does not offer other optional insurance upon retirement.

Section 6. Retirement

Each employee who is expected to work for the Town more than 1,000 hours annually shall join the North Carolina Local Governmental Employees' Retirement System on the first day of employment as a condition of employment. The North Carolina Local Government Retirement System requires employers to withhold 6.25% of the employee's salary each pay period (bi-weekly). This portion is an automatic deduction. The Town is also required to contribute to each active full-time employees retirement fund each pay period (bi-weekly).

Section 7. Supplemental Retirement Benefits

The Town provides 401-K benefits for its active full-time employees as a percentage of salary up to a goal of five percent (5%) as designated by the Board of Commissioners beginning on the first day of employment, subject to appropriation by the Board of Commissioners.

The Town allows all active full-time employees to voluntarily contribute to the North Carolina 401k program through regular payroll deductions.

Section 8. Social Security

The Town, to the extent of its lawful authority and power, has extended Social Security benefits for its eligible employees and eligible groups and classes of such employees.