



**Board of Commissioners
Town Board Meeting Minutes
Monday, March 11, 2024 at 6:00 P.M.**

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: Erin Burris, Crystal Smith, Kim Baker, Ally Schueneman, Deputy C Camille, Pastor David Snow, and James Johnson.

CALL TO ORDER

Mayor Tony Lapish called the meeting to order.

INVOCATION

Pastor David Snow of Community Church of Mount Pleasant led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Lapish led the Pledge of Allegiance.

1. Public Forum

James Johnson, Oldenburg Dr., thanked the Board for their hard work and dedication to the Town. He offered his services to the Town in any way needed.

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)

Commissioner Dixon felt he had a conflict of interest concerning the Add-On item.

A motion to excuse Commissioner Dixon from the Add-on item was made by Commissioner Simpson with a second by Commissioner Furr. All were in favor. (4-0, Commissioner Dixon did not vote)

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3. Approve Agenda

ADD-On New Business A: Consider contracting with Payment Service Network, Inc to provide credit card services for the Town.

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

4. Consent Agenda

- A. Minutes February 12, 2024
- B. Budget Amendment #18 Mower for Public Works

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

5. Staff Reports

- A. Town Manager-Randy Holloway
- B. Town Asst. Manager-Crystal Smith
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Planning & Economic Development Director - Erin Burris
- E. Code Enforcement/Grant Writer- Jim Sells
- F. Public Works- Daniel Crowell
- G. Cabarrus Co. Sheriff's Dept. Report
- H. Fire Department-Dustin Sneed

6. Old Business

A. Receive an update from the Town Manager on the ongoing water treatment issues.

Randy Holloway provided an update with on-going water quality issues since July of last year. Garver Engineering is putting together a very formal in-depth report on what they recommend and a proposal with their fee structure with scope of the project. Originally, they gave an estimate of \$1 million for the carbon treatment system to treat up to 250,000 gallons per day. The Town asked the State at that point to move the \$1 million grant from the Skyland area waterlines to the carbon treatment system. Since the carbon treatment system is in such high demand across the country, the cost will now be in the \$2-\$3 million range. Until the carbon treatment system can be installed, Garver is suggesting adding liquid carbon to the water system at the raw water intake site. The liquid carbon will attach to the organics in the waterlines and causes them to sink to the bottom when it reaches the lagoon by the water plant. Cost for a 1,500-gallon tote of liquid carbon would be \$1,500 and addition of an injection pump should clear the water just enough to reach compliance. It should be in place in the next few weeks. However, it will probably not be able to help the April testing results. It is not a long-term fix. The carbon filter system is the long-term solution. Concord also had to do the same thing.

Commissioner Simpson asked about ongoing cost for the system and Mr. Holloway replied about \$60,000 per year when up and running.

Mr. Johnson asked from the audience if WSACC would be helping the Town with this situation but that is not the case.

Commissioner Carter asked about the status of the Main Street waterline project. All the specs are at NCDOT and NCDEQ. Should be coming back end of month, out to bid in May, contracts award in June, and construction begins in July. More details will be at the

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budget workshop.

Commissioner Meadows asked if any more funds were available at State level. There will be some funds available at the next long session. Hopefully, the Town will receive another State grant to complete step two of the carbon treatment system for up to 500,000 gallons a day.

No motion was made.

7. New Business

ADD-On A. Consider contracting with Payment Service Network, Inc to provide credit card services for the Town.

Amy Schueneman presented two options for a new credit card service: BASYS and Payment Service Network, Inc. Currently, the Town is using TSYS and the Town has spent \$14,493.52 in the first 8 months on credit card fees. The budgeted amount was \$14,000 for the entire fiscal year.

The Town Board approved charging credit fees in 2019. However, Transaction Express, our current credit card company, is unable to apply fees to transactions. Recently, Staff reached out to First Bank and Southern Software, our financial software company, to see if there was an option to pass credit card fees onto customers instead of the Town absorbing the cost.

First Bank offered an option through BASYS that would reduce costs to an estimated \$420.04 month/ \$5,040.48 year, but it will not be integrated into our software system. Customers would pay 3% fee on their payments and would still need to call Town Hall to get their account balances.

Payment Service Network, Inc was suggested by Southern Software as they already have existing platforms in place with Southern Software. The module for the software would be a one-time cost of \$1,250 up front. The payments made on their credit card system would automatically download and be applied to customers' accounts each day, reducing clerical errors and time spent entering transactions. The cost to the customer would be 3.25% of payment. Minimum fee under \$100 payment is 3.25%+.50 cents. Example: \$56.04 base payment for 2,000-gallon water bill would be \$2.32 fee to the customer. The customer would be required to set up an online account with Payment Service Network, Inc similar to an Amazon account. This set up would allow the customer to log on, see their current balance and payment history, set up recurring payments, make payments, etc. The cost to the Town is estimated at \$356 a month or \$4,272 a year.

Based on savings for the Town, benefits to staff, and easy use for customers, Town Staff recommends using Payment Services Network, Inc for credit card payments starting July 1st and adopting their fee structure.

A motion to contract with Payment Service Network, Inc to provide credit card services for the Town, adopt their fee structure, and allow Town Manager to execute all documents was made by Commissioner Meadows with a second by Commissioner Simpson. All were in favor. (4-0, Commissioner Dixon excused for Conflict of Interest)

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

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Commissioner Carter stated that Fire Chief Dustin Sneed does a lot of work on his own time away from the fire station. He does not put all his time on the time sheet. Commissioner Carter asked if to help compensate for the time, Chief Sneed could drive a department vehicle to his fulltime job. Randy Holloway replied that this could be discussed further at the Budget Workshop this Saturday and that he has told Chief Sneed he should be keeping track of his hours. He alluded to something being in the budget to cover this situation and for the Board to wait until further discussion.

8. Closed Session 143-318.11.(a)(#6) Assistant Town Manager Position *To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session.*


A motion to come out of Closed Session 143-318.11.(a)(#6) was made by Commissioner Simpson with a second by Commissioner Meadows. All were in favor. (5-0)

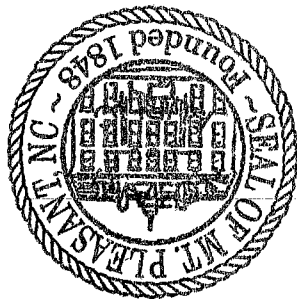
9. Adjournment

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

By our signatures, the following minutes were approved as submitted on Monday, April 8, 2024 in the Regular Meeting.


Town Clerk Amy Schueneman


Mayor Tony Lapish



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