

**Town of Eastover - Town Council Meeting**  
**Tuesday, June 3, 2014, 7:00 p.m.**  
**Eastover Community Center**  
**x☐Mayor Charles G. McLaurin, Presiding Council Members:**  
**x☐Lawrence J. Buffaloe, x☐Willie S. Geddie, x☐Cheryl C. Hudson,**  
**x☐Randy P. Lee, x☐Benny M. Pearce, and x☐Sara E. Piland**

**MINUTES OF MEETING – June 3, 2014**

Mayor Charles G. McLaurin, Council Members Sara E. Piland, Willie S. Geddie, Randy P. Lee, Benny M. Pearce, Lawrence J. Buffaloe, and Cheryl C. Hudson were in attendance at the June 3, 2014 Eastover Town Council Meeting. A quorum was present at the Town Council Meeting. Mr. Kim Nazarchyk, Eastover Town Manager, Ms. Jane Faircloth, Eastover Town Clerk, Ms. Debra Schmidt, Eastover Administrative Assistant, were also present. Mr. Thomas Neville, Town Attorney, was absent from the meeting.

**I. Call to Order:**

Mayor Charles G. McLaurin called the June 3, 2014 meeting of the Eastover Town Council to order at 7:00 p.m. and welcomed all in attendance.

**II. Invocation/Pledge of Allegiance:**

Council Member Cheryl C. Hudson gave the invocation and led the attendees in the Pledge of Allegiance.

**III. Approval of Agenda:**

Mayor Charles G. McLaurin asked for a motion to approve, disapprove, or amend the Agenda as stated. Council Member Sara E. Piland made a motion to amend the Agenda to conduct a **Closed Session** on Personnel Matters, (reference North Carolina General Statute 143-318.11), at the end of the Town Council meeting. The motion was 2nd by Council Member Randy P. Lee. The vote was unanimous for approval.

Mayor Charles G. McLaurin asked for a motion to approve the amended Agenda. Council Member Cheryl C. Hudson made a motion to approve the Agenda as stated. The motion was 2nd by Council Member Lawrence J. Buffaloe. The vote was unanimous for approval.

**IV. Public Comments:**

None.

## **V. Consent Agenda:**

1. Consider approval of the Minutes for May 6, 2014 Town Council Meeting.
2. Consider approval of the Minutes for the May 22, 2014 Special Town Council Meeting.
3. Consider approval of the April 30, 2014 Financial Report.

Mayor Charles G. McLaurin asked for a motion to approve, disapprove, or amend the Consent Agenda as stated. Council Member Randy P. Lee made a motion to approve the Consent Agenda as presented. The motion was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous for approval.

## **VI. Discussion Agenda:**

### **Agenda Item #1**

Mayor Charles G. McLaurin made a motion to **Open the Public Hearing** on the presentation of the Budget for Fiscal Year 2014-2015 for the Town of Eastover.

Mr. Kim Nazarchyk, Town Manager, presented the Budget Ordinance for Fiscal Year 2014-2015 for the Town of Eastover. The Town Manager stated that the Fiscal Year 2014-2015 Budget being presented tonight is a little different from the proposed budget that was presented in May 2014. The budget presented in May 2014 had double counted automobile evaluations therefore the proposed budget has decreased approximately \$39,000.00. The Town of Eastover is entering its eighth year of operation, and this Budget will support the goals and values of the Town Council and maintain the same level of services to the Town of Eastover. The proposed budget also includes partial funding of architectural fees and construction loan interest for the new Town Hall. This proposed budget is balanced as required by State law. The Fiscal Year 2014-2015 proposed budget has a small increase of roughly 5.6% or roughly \$5,700.00 greater than last year's Budget. The current tax rate is based on 98% collection rate of \$0.205 per \$100.00 of value. The Town of Eastover main source of revenues this year will be local option sales tax.

In the Proposed Fiscal Year 2014-2015 Budget, the Town will continue to provide the five basic services of fire and police protection, parks and recreation services, street lights, and zoning. These services will remain at the current level of delivery. This Budget proposal includes a 2.5% "cost of living" salary increase for the Town Clerk and three (3) part-time employee's, coverage for the storm water run-off study contract, payments towards the architect's work on design of the new Town Hall, additional land purchase, and the extra deputy support from the Cumberland County Sheriff's Office.

McFadyen & Sumner, CPAs PA, Mr. David Maxwell, the Town Certified Public Account, recommended that we establish a separate account for the Capital Reserve Fund. Resolution 2013-03 (Establishment and Maintenance of the Municipal Building Capital Reserve Fund) established this account and was adopted on June 4, 2013 by the Town Council. Currently there is a fund balance of \$200,000.00. Additional funding can be transferred into the Capital Reserve Account around November 2014 timeframe with Town Council approval. The approved maximum for this Capital Reserve Account is five (5) years (beginning July 1, 2013 and ending June 30, 2018) or until a cumulative sum not to exceed Nine Hundred Thousand Dollars (\$900,000.00) has been received.

Mayor Charles G. McLaurin entertained a motion for the Town Council Members to **Close the Public Hearing**. Council Member Lawrence J. Buffaloe made a motion to **Close the Public Hearing**. The motion to **Close the Public Hearing** was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous for approval.

Mayor Charles G. McLaurin asked for a motion to approve or disapprove the Fiscal Year 2014-2015 Budget for the Town of Eastover. Council Member Sara E. Piland made a motion to approve the Fiscal Year 2014-2015 Budget contingent upon further review for line item regarding "cost of living" salary increase for Eastover Town Hall personnel. The motion to approve the Fiscal Year 2014-2015 Budget contingent upon further review for line item regarding "cost of living" increase for Eastover Town Hall personnel was 2<sup>nd</sup> by Council Member Randy P. Lee. The vote was unanimous for approval

## **Agenda Item #2**

### **Discussion of Cumberland County Sheriff's Office Contract.**

Mr. Kim Nazarchyk, Town Manager, provided the Town Council Members with the proposed contract for Deputy Services with the Cumberland County Sheriff's Office for the Town of Eastover during the period July 1, 2014 through June 30, 2015. The projected annual expenses total \$70,000.00. The services remain the same for deputy support for Monday through Friday. The minor increase of \$3,800.00 is for fuel projection and vehicle maintenance.

Mayor Charles G. McLaurin asked for a motion to approve or disapprove the contract for Deputy Services with the Cumberland County Sheriff's Office and the Town of Eastover. Council Member Lawrence J. Buffaloe made a motion to approve the contract as presented. The motion was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous for approval.

## **Agenda Item #3**

### **Discussion of PilaNet Contract for IT/Website/Maintenance Services.**

Council Member Sara E. Piland recused herself from discussion and voting on the contract due to "conflict of interest". The Town Council member's voted unanimously to exclude Council Member Sara E. Piland from this discussion.

Mr. Kim Nazarchyk, Town Manager, presented the proposal for renewal of the contract services with PilaNet, LLC for information technology, website support, and maintenance services to support the Town of Eastover. This contract provides hosting and maintenance, data support and enhancements for the period July 1, 2014 through June 30, 2015. The hosting and maintenance fee is \$45.00 per month and the enhancement fee is \$60 per hour. The rates are very competitive and reasonable.

Mayor Charles G. McLaurin asked for a motion to approve or disapprove the contract with PilaNet, LLC for information technology, website support and maintenance services for the Town of Eastover. Council Member Benny M. Pearce made a motion to approve the contract with the PilaNet, LLC as presented. The motion was 2<sup>nd</sup> by Council Member Lawrence J. Buffaloe. The vote was unanimous for approval.

#### **Agenda Item #4**

##### **Discussion of Update Prayer Policy No. 2014-01. See Exhibit G.**

Mr. Kim Nazarchyk, Town Manager, presented Prayer Policy 2014-01 (Resolution Adopting the Policy Statement of the Eastover Town Council Regarding Prayer at Council Meetings) to the Town Council. This is a change from the previous existing policy, and resulted from a recent Supreme Court ruling.

Mayor Charles G. McLaurin asked for a motion to approve Prayer Policy 2014-01. Council Member Lawrence J. Buffaloe made a motion to accept the "Resolution" that was presented and voted on at May 22, 2014 Town Council Meeting. The motion was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous for approval.

#### **Agenda Item #5**

##### **Discussion of Resolution No. 2014-02 Adopting New Town Council Meeting Dates. See Exhibit H.**

Mr. Kim Nazarchyk, Town Manager, presented Resolution 2014-02, (Resolution Adopting the New Town Council Meeting Dates for Fiscal Year 2015), to the Town Council. The Town Manager stated that for the new Fiscal Year, this resolution changes the Town Council meetings from the first to the second Tuesday of each month. This will accommodate the time schedule for the new Town Attorney, Mr. Neil Yarborough from Yarborough, Winters and Neville, PA.

Based on the remainder of the calendar year, November 11, 2014 is a holiday; "Veterans Day". Since November 11, 2014 is a "Holiday", Council Member Cheryl C. Hudson made a motion to move the November Town Council meeting from November 11, 2014 to November 4, 2014 at 7:00 p.m. The motion was 2<sup>nd</sup> by Council Member Randy P. Lee. The vote was unanimous for approval.

#### **Agenda Item #6**

##### **Consideration of Audit Contract for Fiscal Year 2013-2014 with McFayden & Sumner, CPAs, PA. See Exhibit I.**

Mr. Kim Nazarchyk, Town Manager, requested that the Town Council approve the audit contract which ends on June 30, 2014 for Fiscal Year 2013-2014 with McFayden & Sumner, CPAs, PA. The contract has increased by \$750.00 from the previous year.

Mayor Charles G. McLaurin asked for a motion to approve or disapprove the audit contract for Fiscal Year 2013-2014 with McFayden & Sumner, CPAs, PA. Council Member Sara E. Piland made a motion to approve the audit contract for Fiscal Year 2013-2014 with McFayden & Sumner, CPAs, PA. The motion was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous for approval.

## **IX. RECEIVE MAYOR'S UPDATE.**

Mayor Charles G. McLaurin said that hopefully on Thursday night the Civic Club will vote on the gazebo. Council Member Randy P. Lee has received all the price quotes for the gazebo.

Mayor Charles G. McLaurin stated that Heritage Day was a great success and brought in approximately \$8,000.00.

## **X. RECEIVE TOWN COUNCIL UPDATE**

Council Member Cheryl C. Hudson mentioned that Mr. Herman Britt, Eastover Fire Department, was present at the Town Council meeting. Since the Eastover Town Council is changing their monthly meeting dates, the Eastover Fire Department will change their meeting dates to accommodate attendance at the Eastover Town Council meetings.

## **XI. RECEIVE TOWN MANAGERS UPDATE.**

Mr. Kim Nazarchyk, Town Manager, stated that at the last meeting, the Town Council wanted to combine the three (3) lots in preparation for the gazebo. There is a questionable tie on the piece that was donated; therefore the Town has decided to only combine the Community Building and Talley Woodland Park lots.

## **XII. CLOSED SESSION on Personnel Matters.**

Mayor Charles G. McLaurin asked for a motion to go into **Closed Session** on a personnel matter.

Council Member Sara E. Piland made the motion to go into **Closed Session** regarding personnel matters reference North Carolina General Statute 143-318.11. The motion was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous in favor of the **Closed Session**.

Motion was made by Council Member Benny J. Pearce to adjourn the **Closed Session** and 2<sup>nd</sup> by Council Member Cheryl C. Hudson at 8:15 p.m. The vote was unanimous for approval.

Mayor McLaurin stated that the Council will now return to **Open Session**.

During **Open Session**, Council Member Benny M. Pearce made a motion to affirm the 2.5% salary increase for all Eastover Town employees as reflected in the Budget, and to include the Town Manager. The motion was 2<sup>nd</sup> by Council Member Cheryl C. Hudson. The vote was unanimous for approval.

Council Member Sara E. Piland reported that the Town Manager's performance is Commendable. Mayor Charles G. McLaurin and Council Member Sara E. Piland will meet with the Town Manager to continue and finalize the evaluation process.

Council Member's Sara E. Piland and Cheryl C. Hudson will prepare the minutes of the meeting and forward same to the Town Clerk.

**XIII. CONSIDER A MOTION TO ADJOURN.**

Mayor McLaurin asked for a motion to adjourn. Council Member Benny M. Pearce made the motion to adjourn at 8:30 p.m. The motion was 2<sup>nd</sup> by Council Member Lawrence J. Buffaloe. The vote was unanimous for approval.

\_\_\_\_\_, **Administrative Assistant**  
**Debra R. Schmidt**

**Town of Eastover**

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**Charles G. McLaurin, Mayor**

**Attest:** \_\_\_\_\_, **Town Clerk**  
**Jane F. Faircloth**