

**Minutes of the
Mineral Springs Town Council
Regular Meeting
September 8, 2022 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in Regular Session at the Mineral Springs Town Hall located at 3506 Potter Road S, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, September 8, 2022.

Present: Mayor Frederick Becker III, Mayor Pro Tem Jerry Countryman, Councilwoman Valerie Coffey, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, and Councilwoman Bettylyn Krafft.

Absent: Attorney Bobby Griffin and Councilman Jim Muller.

Staff Present: Town Clerk/Zoning Administrator Vicky Brooks, and Administrative Assistant/Deputy Town Clerk Maurice Norman.

Visitors: None.

1. Opening

With a quorum present at 7:31 p.m. on September 8, 2022, Mayor Becker called the Regular Town Council Meeting to order.

Councilwoman Critz delivered the invocation.

Pledge of Allegiance.

2. Public Comments

There were no public comments.

3. Consent Agenda – Action Item

Councilman Countryman motioned to approve the consent agenda containing the August 11, 2022 Regular Meeting Minutes, the July 2022 Union County Tax Report, and the July 2022 Finance Report and Councilwoman Coffey seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, and Krafft. Nays: None.

4. 2022 Property Tax Order of Collection – Action Item

Mayor Becker explained the council just needed to vote to accept the settlement, which was in the agenda packet after the charge. The settlement was for the year 2021 and prior years. The settlement balances with Mayor Becker's records.

The tax charge is currently \$78,706.82, which is subject to adjustments as discoveries/abatements take place.

Councilwoman Coffey motioned to approve the settlement and tax charge to Union County and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, and Krafft. Nays: None.

5. Consideration of Authorizing an Agreement with a Social Media Records Retention Organization – Action Item

Town Clerk Vicky Brooks explained it was back in 2018 when the council looked at Social Media Records Retention with Archive Social. At that time, the town was not doing a whole lot with social media. With social media you really can't retain the records as the town is supposed to, because

things can be removed from Facebook if somebody who made a comment wanted to remove their comment, they could, but then if someone asked the town for that comment, the town would not be able to provide it. With Archive Social, they have means to be able to capture everything that would go on the town Facebook page. If the town had an Instagram account, Archive Social would be able to capture everything on that as well. Ms. Brooks suggested the town either get with Archive Social or do away with any social accounts.

Mayor Becker commented Ms. Brooks is basically using the one social media account for meeting announcements.

Ms. Brooks concurred it was used for notifications of public hearings, upcoming meetings, festival information announcements, and it was used for the outdoor movie.

Councilwoman Critz asked if Ms. Brooks was saying the retention was for not only what she puts on there, but for the remarks that people make.

Ms. Brooks responded, yes, Archive Social would retain any remarks that people make. Currently, if somebody makes a comment or asks a question, Ms. Brooks will ask them to email her, so that she can secure the conversation she has with them.

Mayor Becker commented that was what Ms. Brooks was doing now, because there is such low volume, that is practical.

Councilwoman Critz mentioned she did not and probably never would have a Facebook page, but the majority of Americans are heading in that direction, and she thought when it came to towns and businesses, it was almost essential at this point. Councilwoman Critz asked Ms. Brooks if she was anticipating that Mr. Norman would bring more to the table for the town, and that there would be more need for this retention, and if she was recommending a certain level of the three offered.

Ms. Brooks explained when she had her conference with Archive Social, he recommended that the town do the economy level, which was \$299 per month. That is for 12 social accounts, which means it could be used for Facebook, Instagram, Twitter, or whatever else there was out there.

Mayor Becker commented that he was surprised, because he endorses the idea of getting more formally setup for this as Ms. Brooks is presenting. When Mayor Becker would meet with some of the county parks and rec people, or even talking to the county people, Seth, who was here to set the outdoor movie up, they have thousands of followers on Union County Parks and Rec social media accounts. They have built a huge social media following, so they can get a lot of information out very quickly, then people will share it. The town has been slow to pick that up, the small towns with populations like ours are doing it, Marvin and Wesley Chapel are doing it. It seems like it is not a bad idea. Funding wise, Mayor Becker stated this would come under the community budget line item in the ordinance and there is \$4,000 appropriated and Mr. Cook is not interested in pursuing that this year. There is more money in the community budget to cover it for the first year and the council can decide if that is what they want to continue doing.

Councilwoman Critz asked if the town could not have the contract with Mr. Cook this year, because the town is not doing a festival and if the town gets back into a festival situation it can be started back up again.

Mayor Becker responded that was his belief. Mr. Cook has not been here to ask, because he is not doing the show this year. The item was put in the budget as special events, but it was pending anything Mr. Cook had to say. The town also has other things, various park and greenway maintenance line items that are never exhausted completely, so if Archive Social ends up being \$3,000 for this fiscal year, the money is in the budget under community outreach.

Ms. Brooks mentioned there were 692 followers on the town Facebook page.

Councilman Countryman asked from a clarification standpoint, because we have a Facebook page, the town has a choice of either doing this mandatorily or getting rid of Facebook.

Ms. Brooks responded it was not mandatory.

Councilman Countryman commented it was from a government agency standpoint and records retention standpoint (required by Statute) to retain the records. At this point, the town has no capability to do that, even though the town has a Facebook account. It really is mandatory to get Archive Social or get rid of Facebook.

Ms. Brooks commented it would be best for the town. Ms. Brooks referred to an article in the agenda packet about the Town of Duck where someone asked them for records with a key word and within minutes, because the clerk had Archive Social, she was able to pull up everything on their Facebook page. Ms. Brooks noted that no one had asked for anything from the town, but it would be a great peace of mind to know it would be that easy to obtain the records that were being asked for.

Councilwoman Krafft asked if the town went with the economy and Ms. Brooks decided as the town got more active, if the town got more active, that the town could upgrade at any point. Is it a month-to-month or yearly.

Ms. Brooks was sure that account could be upgraded, and the Archive Social representative stated he would pro-rate the fee, so it would be yearly.

Councilwoman Critz stated she did not see the town shooting past this part.

Mayor Becker mentioned a town could have more than one account, like Union County has the county Facebook page, a Parks and Rec Facebook page, Health Department Facebook page, etc. Mineral Springs probably will not have more than one, but there might be multiple platforms. There could be a Twitter account or Instagram account.

Councilwoman Critz suggested a class for the council to show them how it works.

Ms. Brooks suggested the town research other towns' policies about social media and perhaps adopt one for Mineral Springs. What is it that the town should be doing on our Facebook page? Should we use it to promote town businesses?

Councilwoman Coffey motioned to authorize Vicky to make an agreement for the economy level of the Archive Social Agency, so that we are covered just in case any requests come up, so that we would be able to deliver, and Councilman Countryman seconded the motion. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, and Krafft. Nays: None.

6. Consideration of Approving the October 2021 General Records Schedule for Local Government Agencies – Action Item

Ms. Brooks noted this was the document where Councilwoman Coffey found a couple errors that will need to be addressed. Ms. Brooks explained this was one of Maurice's first tasks to look through the 2019 Retention and Disposition Schedule and compare it to the 2021 one and he produced this wonderful document noting each and every change between the two documents.

Councilwoman Coffey referred to topic number 1.03, in the last line it should be "of" instead of "o".

Ms. Brooks pointed out topic number 1.63, it should be "has" instead of "ahs".

Ms. Brooks mentioned there was another Records Retention book that she will be presenting to the council in the next few months.

Councilwoman Critz motioned to approve the October 2021 Records Schedule with the edited changes and Councilwoman Cureton seconded the motion. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, and Krafft. Nays: None.

7. Proclamation for Constitution Week – Action Item

Mayor Becker explained the town did this annually. The Daughters of the American Revolution is very diligent about reminding the local governments to observe this event of the signing of the Constitution, which is the governing document. The Oath of Office refers to the Constitution specifically. Mayor Becker noted Constitution Week was September 17th through September 23rd, 2022.

Councilwoman Critz motioned to adopt the proclamation of Constitution Week and Councilwoman Krafft seconded the motion. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, and Krafft. Nays: None.

The proclamation is as follows:

**Town of Mineral Springs
Proclamation**

**Constitution Week
September 17th – 23rd, 2022**

Whereas, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

Whereas, September 17, 2022, marks the two hundred thirty-fifth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

Now, Therefore, I, Frederick Becker, III, by virtue of the authority vested in me as Mayor of the Town of Mineral Springs in the State of North Carolina do hereby proclaim the week of September 17 through 23, 2022 as

~ Constitution Week ~

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

In Witness Of, I have hereunto set my hand and caused the Seal of the Town of Mineral Springs to be affixed this 8th day of September in the year of our Lord two thousand twenty-two.

Frederick Becker III, Mayor
Town of Mineral Springs

ATTEST:

Vicky A Brooks, CMC, NCCMC

8. Staff Updates

Mayor Becker mentioned the flags on the front yard, the town is moving toward the changeover from propane heat to the City of Monroe natural gas. It has been a long process, there have been many false starts on it in past years and we would get to fall, and Mayor Becker had not gotten it done yet, because there is so much involved in it including locating the existing septic, water, phone, and electric lines, so they can run the gas line in without tearing things up. The town is at the point of waiting on Monroe to come in and bore under the road, connect, and get the meter location established. Then Belk & Gay, the HVAC contractor, will change the gas line, get a pressure test by the county, and hopefully change over before it gets too cold.

Councilwoman Critz asked if that would include the removal of the propane tank.

Mayor Becker responded yes; he would get Amerigas to take it away. There has been good reason to want to change it. The cost is much lower to go to natural gas; 50% or less. The reliability of Amerigas is huge, in the past five years we have not gone through a winter where there wasn't at least one empty tank. Mayor Becker thought it was three times last year and the town is on automatic delivery. Staff would come in and the place would be reeking of gas, and it was freezing cold, and the office would have to be closed for the day.

Mayor Becker explained he just got something from the North Carolina demographer saying the state estimate for the July 1, 2020 census, the North Carolina certified figure that is being used, is up to 3,175, which reflects the April 2020 figure by the US Census of 3,159.

9. Other Business

There was no other business.

10. Adjournment – Action Item

At 7:57 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, and Krafft. Nays: None.

The next regular meeting will be on Thursday, October 13, 2022 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:


Vicky A. Brooks, CMC, NCCMC, Town Clerk


Frederick Becker III, Mayor

