

Town of Mineral Springs
Mineral Springs Town Hall
3506 Potter Road S ~ Mineral Springs
Mineral Springs Town Council
Regular Meeting
January 11, 2024 ~ 7:30 P.M.
AGENDA

- 1. Opening**
The meeting will be called to order, an invocation will be delivered, and the Pledge of Allegiance will be recited.
- 2. Public Comments**
The town council will hear comments from members of the public on any matters of interest to them during this ten-minute period.
- 3. Consent Agenda** – Action Item
 - A. Approval of the December 14, 2023 Regular Meeting Minutes
 - B. Acceptance of the November 2023 Union County Tax Report
 - C. Acceptance of the November 2023 Finance Report
- 4. Discussion and Consideration of a Nuisance Ordinance** – Action Item
The council will discuss and consider the possibility of beginning the process of a nuisance ordinance for household refuse.
- 5. 2023 Zoning and Planning Report**
The council will be presented with a report covering the 2023 zoning and planning activities.
- 6. Staff Updates**
The staff will update the council on any developments that may affect the town.
- 7. Other Business**
- 8. Adjournment**

**Draft Minutes of the
Mineral Springs Town Council
Organizational Meeting / Regular Meeting
December 14, 2023 – 7:30 p.m.**

The Town Council of the Town of Mineral Springs, North Carolina, met in an Organizational Meeting and 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, December 14, 2023.

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

Absent: Attorney Bobby Griffin.

Staff Present: Town Clerk/Zoning Administrator Vicky Brooks and Administrative Assistant/Deputy Town Clerk Sharelle Quick.

Visitors: None.

1. Organizational Meeting

- A. With a quorum present at 7:30 p.m. on December 14, 2023, Mayor Becker called the organizational meeting to order.
- B. Town Clerk Vicky Brooks read the votes from the November 7, 2023 municipal election. Mayor: Frederick Becker – 317 votes, Taylor Ross – 278 votes, and William Reynolds – 10 votes. Town Council: Valerie Coffey – 388 votes, Jim Muller – 372 votes, Lundeen Cureton – 341, Chelsea Felts – 293 votes, and Charles Bowden – 178 votes.

Councilwoman Critz asked if this was the highest vote count any council member or mayor has ever had.

Mayor Becker responded there was a record turnout of 607 voters in Mineral Springs, approximately 26% of the registered voters, which is high for a municipal election. Mayor Becker stated he was proud of the voters for turning out and that he believed that was the highest number of votes he ever received for mayor (312 in 2013). Mayor Becker added that he did not believe anybody had come close to the 388 that Valerie Coffey received.

- C. Ms. Brooks administered the Oath of Office to Mayor Frederick Becker. Mayor Becker administered the Oaths of Office to Valerie Coffey, Lundeen Cureton, and Jim Muller.
- D. Councilwoman Critz nominated Valerie Coffey as Mayor Pro Tem.

Councilwoman Coffey accepted the nomination.

Hearing no further nominations, Mayor Becker closed the nominations for Mayor Pro Tem.

Mayor Becker requested the council vote on the motion to appoint Councilwoman Coffey as Mayor Pro Tem. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

2. Adjournment of the Organization Meeting

Mayor Becker closed the organizational meeting at 7:43 p.m.

3. Opening

With a quorum present at 7:43 p.m. on December 14, 2023, Mayor Becker called the meeting to order.

Councilwoman Critz delivered the invocation.

Pledge of Allegiance.

4. Public Comments

There were no public comments.

5. Consent Agenda – Action Item

Councilman Muller motioned to approve the consent agenda containing the November 9, 2023 Regular Meeting Minutes, the October 2023 Union County Tax Report, and the October 2023 Finance Report, and Councilwoman Cureton seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

6. Selection of Council Members to Serve as the Delegate and Alternate to Centralina Council of Governments – Action Item

Councilman Countryman motioned to appoint Councilman Muller as the delegate and Councilwoman Krafft as the alternate and Councilwoman Coffey seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

7. Consideration of Filing a Confession of Judgment – Action Item

Mayor Becker explained Ms. Brooks presented the council with a memo that was self-explanatory about the Donatos, who were not the owners of the property, but it was in a terrible mess with junk vehicles and garbage piled high. The owner of the property had skipped, the house was in foreclosure, and it was difficult to determine the ownership. The town hired an attorney to enforce the accumulated penalties and right around that time the owners moved out and got rid of all the junk. However, the fines were pending, and Mayor Becker recalled that Attorney Lisa Beaman, who was retained for that purpose, had gotten a confession of judgment signed that basically said “yeah, you can record the judgment, if we don’t pay”. The Donatos began to pay [monthly] a total of \$1,050; however, the payments stopped happening in May. The town has not recouped the attorneys’ fees. Mayor Becker mentioned, as finance officer, he was happy to get some payments, because he wanted to recoup the cost of the attorney, because he didn’t like the idea of the taxpayers having to eat that cost. Mayor Becker explained that he and Ms. Brooks have said “after a reasonable time”, not knowing what a reasonable time was, but after the attorney fees were met, and a few hundred [dollars] to cover the cost of mailings, copying, and general difficulty, it would be brought to the council to see if they were willing to notify the Donatos the balance would be forgiven, because they had done this, but the town is not at that point. The council has a choice of calling Attorney Beaman or the town could file the confession of judgment, which would be an active judgement on the Donato’s credit report. Mayor Becker stated he did not think the town would get any more money out of them, but there was no telling. Attorney Beaman had asked Ms. Brooks if the Donatos had been notified and the response was no, staff wanted to take it to the council, because there is nothing in the agreement that says the town must notify the Donato’s; they know they have not paid. Mayor Becker asked the council for guidance; do they want to immediately file the judgment or do they want to try to make a collection effort.

Councilwoman Coffey stated she believed that the town has to file the judgment, it will send the wrong message throughout the town that the council is not enforcing, which alone would kill any type of further action in the future with anyone. If the Donatos attempt to move anything that they own, or if they get any money (tax refund or anything that comes from the government) the town would get the money.

Councilwoman Critz asked what the current state of the property was and if it was in foreclosure.

Mayor Becker responded the Donatos never owned it. The property was bought by an investor and it has been renovated; they are trying to flip it. It looks brand new.

Councilman Muller commented that any judgment would not be against the property, it would be personally.

Councilwoman Coffey asked if the attorney fees and future filings could be attached to the order.

Mayor Becker commented that he did not know the status of that.

Councilwoman Coffey commented this was after the fact, she meant in the beginning (initially) when the papers were filed, the attorney fees should have been requested with that action, and that would encourage people to pay even more so. The judgment sits for 10 to 12 years, unless that has changed, and they will not be able to do anything until this is paid. Councilwoman Coffey hoped the Donatos were working and doing well and generating some income, and they must pay this.

Councilwoman Critz stated for the record that these were not designed for the town to make money for it, to harm people financially. They are designed to motivate people to correct the problem. Councilwoman Critz agreed with Councilwoman Coffey. If the town weakens the process, it sets a bad precedent. This is to motivate, to have a consequence, if there is not consequence, no one is going to do anything.

Councilman Countryman motioned to file the confession of judgment in the Donato case and Councilwoman Coffey seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

Councilwoman Critz expressed a concern that this could set a precedent for the council so that Ms. Brooks is not backed in a corner trying to figure out what she is doing from now on; this is what we want to see happen.

Mayor Becker responded he thought since the town had only one of these in 23 years, when it came to judgments it needs to be taken to the council. Ms. Brooks will still go through the same process to get to that point, but after the town goes to an attorney to get a judgment, it is up to the council to decide.

8. Discussion of Zoning Violation Policies

Mayor Beck/er explained Councilwoman Critz had questioned the zoning violation policies and that Ms. Brooks had prepared a brief memo about the current process. Mayor Becker opened the floor for the council to decide what they are trying to do or if there were any weaknesses/improvements they saw.

Councilman Countryman stated it was well written the first time.

Councilwoman Critz explained that her only question was based on one of the situations the town had concerning a storage unit thing that Ms. Brooks was trying to work with the people and give them an opportunity to do the right thing. Councilwoman Critz wondered if there were ways that the council could put timeframes on these better, to take that responsibility off Ms. Brooks; she is trying to be nice and work with people (as she should), but Councilwoman Critz would like to take some of the pressure off Ms. Brooks, if both can be done.

Ms. Brooks questioned if the town can work with somebody past the 10 days and get the same result, even though it takes longer, why would the town fine them on day 11. There are situations out there where people just can't resolve issues [in 10 days], so if the town can work with them, why not. The council has seen how much an attorney costs to go after people once the civil penalty phase starts.

Councilwoman Critz referred back to a comment made by Councilwoman Coffey "if we don't have a consequence that's enforced, then there's no motivation to..."

Ms. Brooks responded to the point that was made by Councilwoman Critz and asked if she was saying on day 11, the fines start going out every day and there was no room to work with anyone.

Councilwoman Critz commented that this would keep Ms. Brooks out of having to decide whether they are or aren't genuinely working with her, so that she is not backed in the corner if they are not responding. It would take the responsibility off Ms. Brooks and would also show people that what the town has in place is actionable.

Councilwoman Coffey clarified with Ms. Brooks that she was saying there are some situations that she has experienced people doing the right thing, going forward meeting the demand, but it just took them longer.

Ms. Brooks responded, yes, but as Councilwoman Critz was saying, if the council takes that away from her, on day 11 the fine needs to start going out. Then the council has to worry about trying to collect these fines.

Councilwoman Krafft commented she did not think that was what the council wanted.

Councilwoman Coffey commented it was not day 11, the council should let Ms. Brooks work like she has been.

Councilwoman Critz asked for how long, because if the town does not have some kind of "line in the sand", and if the town doesn't enforce this.

Ms. Brooks stated it was 10 days.

Councilwoman Coffey asked Ms. Brooks what she used for the Donatos.

Ms. Brooks explained that she worked with the Donato's for months and it became clear there was never a point where they were going to clean the place up, so she began the daily fines, which they were never going to pay.

Councilwoman Critz mentioned that she had been a part of some the more recent situations where she felt like Ms. Brooks was genuinely trying to work with the people, but she was being taken advantage of in one case.

Ms. Brooks reminded the council that she was also talking to both sides and getting the two sides of the stories.

Councilwoman Critz responded that she understood Ms. Brooks, but her whole point was if the town was going to file the judgment for one situation with the town's goal for doing that, reiterating that the town goal is to set a precedent, so the next person realized that it is meaningful.

Ms. Brooks explained that the circumstance that Councilwoman Critz was talking about involved an action that was filed, which stayed the violation until an answer came about, which it did.

Councilwoman Critz wondered if there was any way to make it so Ms. Brooks was not having to make a personal decision.

Ms. Brooks responded it was not a personal decision.

Councilman Countryman commented that it was really up to Ms. Brooks, because she is the administrator, who has already demonstrated her willingness to go forward on behalf of the town and do whatever is necessary to get the job done, so she is the person that needs to make that decision. Ms. Brooks has not indicated that it is a burden on her, and that it is part of her job, which she is doing very well. Councilman Countryman thought it was best to leave it in Ms. Brooks hands, because she is the first line working with the people and can make that call as to whether they have good intentions or they don't.

Ms. Brooks reminded the council there was a complaint about the policy, and noted the council had already agreed that is the way they wanted to do it. The complaint out there was that if she sees a violation, she should act on it.

Councilwoman Krafft commented she did not think that was the case and the council agreed on it before, if there was a complaint or something reported, then Ms. Brooks acts upon it. Councilwoman Krafft did not think it was Ms. Brooks job to drive around town or even see (as a resident). Councilwoman Krafft stated that she sees things that might have a violation of something; however, she does not see it like it's hurting anyone, it is not in someone's face, or devaluing someone's property. Councilwoman Krafft does not believe the town exists the way it does to infringe on other people's right for what they have, the town exists to have structure and to act upon that when there is a dispute or an issue.

Councilman Countryman commented that the policy was well written, and it stated clearly that anyone has the right to file a complaint either written or verbally. If a complaint is issued, it then gets followed up on. Councilman Countryman did not believe it was Ms. Brooks job to go out to see if she could find a problem, but it is if somebody else makes her aware of that problem. Councilman Countryman did not have a problem with the way the ordinance is written.

Councilwoman Critz explained she agreed with everyone, she does not want to turn Ms. Brooks into the zoning police, but she is a citizen/constituent, and she did not see why if Ms. Brooks sees something wrong that was glaring, why she couldn't recognize that. Ms. Brooks can see and recognize a problem just as easily as any of the rest of the people.

Ms. Brooks noted that just made it sound worse, because she sees things all the time, but does not file a complaint.

Councilman Muller explained the council was not saying Ms. Brooks had to file a complaint, but she reserves the right as a citizen to have the same ability as any other citizen.

Ms. Brooks noted that she prefers not to.

Councilman Countryman commented that in this town, at some point, all the council sees something that they are not real fond of.

Councilwoman Critz explained she was not talking about preference; she was talking about actual values.

There was a consensus of the council that the policy as it stands is good; no changes are recommended.

Ms. Brooks pointed out that if she issues a zoning permit to someone and then sees that they are not doing it the way they are supposed to, she will address it without a complaint.

Mayor Becker responded that made sense because Ms. Brooks is guiding them through the process that is undertaken pursuant to the permit.

Ms. Brooks added that she does want to be able to work with people and not go by the strict letter of the ordinance that says, "you have 10 days."

Councilwoman Krafft, Councilman Countryman, and Councilman Muller agreed. Ms. Brooks is doing a good job and trying to make life easier.

Councilwoman Critz pointed out this was not a reflection on the job Ms. Brooks is doing, but she does not want someone to come along and say, "well, they started filing on me, or I have this debt, and they look at what they did over here, and let this person go a whole month." Councilwoman Critz noted that Ms. Brooks knows the details, because she worked with them, but on paper, "you started filing on this person on day 15", this is what Councilwoman Critz wants to avoid.

Ms. Brooks explained there are notes and a file on contacts and what the contact is, so the town does have those records.

Mayor Becker summed up the discussion by explaining the council's position is that both the reporting procedure and the follow-up procedure (in terms of timeline) are sufficient for now and the council is not making any changes.

9. 2024 Town Hall Holiday Schedule – Action Item

Councilman Countryman motioned to approve the schedule as presented and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

10. Staff Updates

There were no staff updates.

11. Other Business

There was no other business.

12. Adjournment – Action Item

At 8:17 p.m. Councilwoman Critz motioned to adjourn the meeting and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, January 11, 2024 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

To: Town of Mineral Springs
Rick Becker

From: Vann Harrell 
Tax Administrator

Date: December 11, 2023

Re: Departmental Monthly Report

The Tax Collector's monthly/year to date collections report for the month ending November 30, 2023 is attached for your information and review.

Should you desire additional information, I will provide that at your request.

Attachment

VH/JM

NOVEMBER 2023
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

NOVEMBER 30, 2023 REGULAR TAX	2023	2022	2021	2020	2019	2018
BEGINNING CHARGE	82,416.37	80,802.40	80,155.13	69,817.57	67,992.78	67,409.94
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES	3.23					
NON-DISCOVERIES						
RELEASES	(3.23)					
TOTAL CHARGE	82,416.37	80,802.40	80,155.13	69,817.57	67,992.78	67,409.94
BEGINNING COLLECTIONS	13,462.88	80,608.93	80,046.15	69,684.96	67,926.80	67,403.17
COLLECTIONS - TAX	40,030.68	31.15				
COLLECTIONS - INTEREST		2.64				
TOTAL COLLECTIONS	53,493.56	80,640.08	80,046.15	69,684.96	67,926.80	67,403.17
BALANCE OUTSTANDING	28,922.81	162.32	108.98	132.61	65.98	6.77
PERCENTAGE OF REGULAR	64.91%	99.80%	99.86%	99.81%	99.90%	99.99%
COLLECTION FEE 1.25 %	500.38	0.42	-	-	-	-

NOVEMBER 2023
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

2017	2016	2015	2014
65,441.40	61,553.74	62,157.91	64,338.55
65,441.40	61,553.74	62,157.91	64,338.55
65,437.75	61,550.09	62,151.90	64,326.96
65,437.75	61,550.09	62,151.90	64,326.96
3.65	3.65	6.01	11.59
99.99%	99.99%	99.99%	99.98%
-	-	-	-

Agenda Item

1/11/2024

Town of Mineral Springs

FINANCE REPORT November 2023

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

January 11, 2024

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Cash Flow Report FY2023 YTD

7/1/2023 through 11/30/2023

12/18/2023

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Category	7/1/2023- 11/30/2023
INCOME	
Interest Income	21,342.82
Other Inc	
Festival 2023	
Sponsor	1,500.00
Vendor	350.00
TOTAL Festival 2023	1,850.00
Zoning	2,310.00
TOTAL Other Inc	4,160.00
Prop Tax 2023	
Receipts 2023	
Tax	13,453.32
TOTAL Receipts 2023	13,453.32
TOTAL Prop Tax 2023	13,453.32
Prop Tax Prior Years	
Prop Tax 2014	
Receipts 2014	
Int	5.47
Tax	6.90
TOTAL Receipts 2014	12.37
TOTAL Prop Tax 2014	12.37
Prop Tax 2015	
Receipts 2015	
Int	2.31
Tax	3.28
TOTAL Receipts 2015	5.59
TOTAL Prop Tax 2015	5.59
Prop Tax 2016	
Receipts2016	
Int	2.01
Tax	3.28
TOTAL Receipts2016	5.29
TOTAL Prop Tax 2016	5.29
Prop Tax 2017	
Receipts2017	
Int	1.72
Tax	3.28
TOTAL Receipts2017	5.00
TOTAL Prop Tax 2017	5.00
Prop Tax 2018	
Receipts	
Int	1.42
Tax	3.27
TOTAL Receipts	4.69
TOTAL Prop Tax 2018	4.69
Prop Tax 2019	
Receipts 2019	
Int	1.12
Tax	3.27
TOTAL Receipts 2019	4.39

Cash Flow Report FY2023 YTD

7/1/2023 through 11/30/2023

12/18/2023

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Category	7/1/2023- 11/30/2023
TOTAL Prop Tax 2019	4.39
Prop Tax 2020	
Receipts	
Int	0.83
Tax	3.27
TOTAL Receipts	4.10
TOTAL Prop Tax 2020	4.10
Prop Tax 2021	
Receipts 2021	
Int	4.35
Tax	25.78
TOTAL Receipts 2021	30.13
TOTAL Prop Tax 2021	30.13
Prop Tax 2022	
Receipts 2022	
Int	4.78
Tax	101.37
TOTAL Receipts 2022	106.15
TOTAL Prop Tax 2022	106.15
TOTAL Prop Tax Prior Years	177.71
Sales Tax	
Sales & Use Dist	10,143.50
TOTAL Sales Tax	10,143.50
Veh Tax	
Int 2023	21.58
Tax 2023	2,371.70
TOTAL Veh Tax	2,393.28
TOTAL INCOME	51,670.63
EXPENSES	
Ads	218.88
Attorney	1,964.59
Community	
Communication	3,588.00
Greenway	893.96
Maint	1,587.40
Parks & Rec	
Park	1,624.76
TOTAL Parks & Rec	1,624.76
Special Events	
Festival	5,292.08
Services	1,394.00
TOTAL Special Events	6,686.08
TOTAL Community	14,380.20
Emp	
Benefits	
Dental	380.00
Life	304.00
NCLGERS	9,309.40
Vision	70.00
TOTAL Benefits	10,063.40

Cash Flow Report FY2023 YTD

7/1/2023 through 11/30/2023

12/18/2023

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Category	7/1/2023- 11/30/2023
Bond	550.00
FICA	
Med	918.18
Soc Sec	3,926.00
TOTAL FICA	4,844.18
Payroll	895.80
Work Comp	2,081.18
TOTAL Emp	18,434.56
Office	
Bank	19.55
Clerk	19,025.00
Council	6,000.00
Deputy Clerk	4,960.44
Dues	5,689.00
Equip	168.14
Finance Officer	17,575.00
Ins	4,452.90
Maint	
Materials	854.87
Service	3,428.00
TOTAL Maint	4,282.87
Mayor	2,500.00
Post	500.00
Records	5,672.56
Supplies	757.60
Tel	4,403.90
Util	1,122.54
TOTAL Office	77,129.50
Planning	
Administration	
Contract	1,717.63
Salaries	16,445.00
TOTAL Administration	18,162.63
Misc	725.77
TOTAL Planning	18,888.40
Street Lighting	529.93
Tax Coll	
Contract	241.81
TOTAL Tax Coll	241.81
Travel	213.54
TOTAL EXPENSES	132,001.41
TRANSFERS	
FROM Idle Funds First National	10,000.00
TO Check Min Spgs	-10,000.00
TO SER Grant Project Fund	-2,910.00
TOTAL TRANSFERS	-2,910.00
OVERALL TOTAL	-83,240.78

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Account Balances History Report - As of 11/30/2023

(Includes unrealized gains)

Account	6/29/2023 Balance	6/30/2023 Balance	7/31/2023 Balance	8/31/2023 Balance	9/30/2023 Balance	10/31/2023 Balance	11/30/2023 Balance
ASSETS							
Cash and Bank Accounts							
Check Min Spgs	53,397.12	53,216.61	15,011.53	7,889.29	47,798.58	32,301.51	18,043.40
Idle Funds First National	375,215.45	375,415.91	375,623.16	365,829.81	366,018.74	366,227.32	366,422.98
NCCMT_Cash	914,608.72	918,364.48	922,305.69	926,405.59	930,400.12	934,549.46	938,589.55
SLFRF Revenues	40,556.84	40,578.51	40,600.91	40,623.32	40,644.30	40,667.46	40,689.19
TOTAL Cash and Bank Account...	1,383,778.13	1,387,575.51	1,353,541.29	1,340,748.01	1,384,861.74	1,373,745.75	1,363,745.12
Other Assets							
State Revenues Receivable	0.00	63,009.40	58,938.16	55,688.85	0.00	0.00	0.00
TOTAL Other Assets	0.00	63,009.40	58,938.16	55,688.85	0.00	0.00	0.00
TOTAL ASSETS	1,383,778.13	1,450,584.91	1,412,479.45	1,396,436.86	1,384,861.74	1,373,745.75	1,363,745.12
LIABILITIES							
Other Liabilities							
Accounts Payable	692.77	2,412.67	1,423.10	1,423.10	692.77	692.77	692.77
Restricted Fund Balance	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89	39,948.89
TOTAL Other Liabilities	40,641.66	42,361.56	41,371.99	41,371.99	40,641.66	40,641.66	40,641.66
TOTAL LIABILITIES	40,641.66	42,361.56	41,371.99	41,371.99	40,641.66	40,641.66	40,641.66
OVERALL TOTAL	1,343,136.47	1,408,223.35	1,371,107.46	1,355,064.87	1,344,220.08	1,333,104.09	1,323,103.46

Mineral Springs Budget Comparison 2023-24

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2023-24										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,200.00	\$ 981.12	\$ 218.88	18.2%	\$ -	\$ 54.72	\$ 54.72	\$ 109.44	\$ -	
Attorney	\$ 7,200.00	\$ 5,235.41	\$ 1,964.59	27.3%	\$ 300.00	\$ 764.59	\$ 300.00	\$ 600.00	\$ -	
Audit	\$ 5,230.00	\$ 5,230.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Charities & Agencies	\$ 11,080.00	\$ 11,080.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Community Projects	\$ 36,988.00	\$ 22,607.80	\$ 14,380.20	38.9%	\$ 4,760.50	\$ 2,506.71	\$ 4,870.15	\$ 1,250.82	\$ 992.02	
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Employee Overhead	\$ 40,300.00	\$ 21,865.44	\$ 18,434.56	45.7%	\$ 5,943.92	\$ 3,168.63	\$ 2,974.82	\$ 1,494.22	\$ 4,852.97	
Elections	\$ 3,600.00	\$ 3,600.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Office & Administrative	\$ 171,612.00	\$ 94,482.50	\$ 77,129.50	44.9%	\$ 24,934.83	\$ 12,090.28	\$ 11,476.63	\$ 15,911.41	\$ 12,716.35	
Planning & Zoning	\$ 49,468.00	\$ 30,579.60	\$ 18,888.40	38.2%	\$ 5,476.33	\$ 3,289.00	\$ 3,289.00	\$ 3,347.73	\$ 3,486.34	
Street Lighting	\$ 1,600.00	\$ 1,070.07	\$ 529.93	33.1%	\$ 121.17	\$ 121.08	\$ -	\$ 287.68	\$ -	
Tax Collection	\$ 1,600.00	\$ 1,358.19	\$ 241.81	15.1%	\$ -	\$ 25.77	\$ 53.42	\$ 113.29	\$ 49.33	
Training	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Travel	\$ 3,600.00	\$ 3,386.46	\$ 213.54	5.9%	\$ -	\$ -	\$ -	\$ -	\$ 213.54	
Capital Outlay	\$ 67,712.00	\$ 67,712.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals	\$ 419,190.00	\$ 287,188.59	\$ 132,001.41	31.5%	\$ 41,536.75	\$ 22,020.78	\$ 23,018.74	\$ 23,114.59	\$ 22,310.55	
Off Budget:										
Interfund Transfers (SER)								\$ 2,910.00		
Interfund Transfers (CSLFRF)										
Total Off Budget:			\$ 2,910.00		\$ -	\$ -	\$ -	\$ 2,910.00	\$ -	

Mineral Springs Monthly Revenue Summary 2023-24

TOWN OF MINERAL SPRINGS												
REVENUE SUMMARY 2023-24												
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November			
Property Tax - prior	\$ 600.00	\$ 422.29	\$ 177.71	29.6%	\$ -	\$ 69.13	\$ 71.24	\$ 31.19	\$ 6.15			
Property Tax - 2023	\$ 81,835.00	\$ 68,381.68	\$ 13,453.32	16.4%	\$ -	\$ 115.30	\$ 4,203.56	\$ 5,193.39	\$ 3,941.07			
Interest	\$ 39,000.00	\$ 17,657.18	\$ 21,342.82	54.7%	\$ 4,170.86	\$ 4,328.96	\$ 4,204.44	\$ 4,381.08	\$ 4,257.48			
Sales Tax - Electric	\$ 208,000.00	\$ 208,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Sales & Use	\$ 38,400.00	\$ 28,256.50	\$ 10,143.50	26.4%	\$ -	\$ -	\$ 3,478.82	\$ 3,269.46	\$ 3,395.22			
Sales Tax - Other Util.	\$ 22,300.00	\$ 22,300.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Alc. Bev.	\$ 12,780.00	\$ 12,780.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Vehicle Taxes	\$ 8,175.00	\$ 5,781.72	\$ 2,393.28	29.3%	\$ -	\$ 764.80	\$ -	\$ 1,628.48	\$ -			
Zoning Fees	\$ 4,500.00	\$ 2,190.00	\$ 2,310.00	51.3%	\$ 250.00	\$ 700.00	\$ 245.00	\$ 405.00	\$ 710.00			
Other	\$ 3,600.00	\$ 1,750.00	\$ 1,850.00	51.4%	\$ 935.00	\$ 855.00	\$ 60.00	\$ -	\$ -			
Totals	\$ 419,190.00	\$ 367,519.37	\$ 51,670.63	12.3%	\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ 12,309.92			
GRAND TOTAL			\$ 51,670.63		\$ 5,355.86	\$ 6,833.19	\$ 12,263.06	\$ 14,908.60	\$ 12,309.92			
	December	January	February	March	April	May	June	June a/r				
Property Tax - prior												
Property Tax - 2023												
Interest												
Sales Tax - Electric												
Sales Tax - Sales & Use												
Sales Tax - Other Util.												
Sales Tax - Alc. Bev.												
Vehicle Taxes												
Zoning Fees												
Other												
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

November 2023 Cash Flow Report - Nov 2023

11/1/2023 through 11/30/2023

12/18/2023

Page 1

Category	11/1/2023- 11/30/2023
INCOME	
Interest Income	4,257.48
Other Inc	
Zoning	710.00
TOTAL Other Inc	710.00
Prop Tax 2023	
Receipts 2023	
Tax	3,941.07
TOTAL Receipts 2023	3,941.07
TOTAL Prop Tax 2023	3,941.07
Prop Tax Prior Years	
Prop Tax 2021	
Receipts 2021	
Int	0.14
Tax	0.87
TOTAL Receipts 2021	1.01
TOTAL Prop Tax 2021	1.01
Prop Tax 2022	
Receipts 2022	
Int	0.40
Tax	4.74
TOTAL Receipts 2022	5.14
TOTAL Prop Tax 2022	5.14
TOTAL Prop Tax Prior Years	6.15
Sales Tax	
Sales & Use Dist	3,395.22
TOTAL Sales Tax	3,395.22
TOTAL INCOME	12,309.92
EXPENSES	
Community	
Maint	912.40
Parks & Rec	
Park	79.62
TOTAL Parks & Rec	79.62
TOTAL Community	992.02
Emp	
Benefits	
NCLGERS	3,723.76
TOTAL Benefits	3,723.76
FICA	
Med	181.21
Soc Sec	774.84
TOTAL FICA	956.05
Payroll	173.16
TOTAL Emp	4,852.97
Office	
Clerk	4,033.30
Council	1,200.00
Deputy Clerk	824.94

November 2023 Cash Flow Report - Nov 2023

11/1/2023 through 11/30/2023

12/18/2023

Page 2

Category	11/1/2023- 11/30/2023
Dues	90.00
Finance Officer	3,725.90
Maint	
Materials	446.47
Service	708.00
TOTAL Maint	1,154.47
Mayor	500.00
Post	500.00
Tel	449.12
Util	238.62
TOTAL Office	12,716.35
Planning	
Administration	
Salaries	3,486.34
TOTAL Administration	3,486.34
TOTAL Planning	3,486.34
Tax Coll	
Contract	49.33
TOTAL Tax Coll	49.33
Travel	213.54
TOTAL EXPENSES	22,310.55
OVERALL TOTAL	-10,000.63

Register Report - Nov 2023

11/1/2023 through 11/30/2023

1/2/2024

Page 1

Date	Num	Description	Memo	Category	Amount
11/2/2023	EFT	Point And Pay	06-057-245 (FY2023)	Other Inc:Zoning	50.00
11/6/2023	EFT...	NC State Treasurer	10/23 LGERS contribution FY2023	Office:Clerk	-228.30
			10/23 LGERS contribution FY2023	Office:Finance Officer	-210.90
			10/23 LGERS contribution FY2023	Planning:Administration:Salaries	-197.34
			10/23 employer contribution FY2023	Emp:Benefits:NCLGERS	-1,861.88
11/6/2023	6756	Queen Bee's Pest S...	I/N 6769 service 10/2023-12/2023...	Office:Maint:Service	-100.00
11/9/2023	6757	Bucket, Mop, And Br...	I/N OLMC-189 janitorial 11/2023 (...)	Office:Maint:Service	-188.00
11/9/2023	6758	Frederick Becker III	7/23 - 8/23 reimbursement: mileag...	Travel	-213.54
11/9/2023	6759	Taylor & Sons Mowi...	I/N 0011 Mowing 11/2023 (FY2023)	Office:Maint:Service	-420.00
11/13/2...	EFT...	Union County	10/2023 (FY2023)	Prop Tax 2023:Receipts 2023:Tax	3,941.07
			10/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...	4.74
			10/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2022:...	0.40
			10/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...	0.87
			10/2023 (FY2023)	Prop Tax Prior Years:Prop Tax 2021:...	0.14
			10/2023 (FY2023)	Tax Coll:Contract	-49.33
11/13/2...	EFT	Debit Card (AOL)	AOL Troubleshooting Svc 11/23 (...)	Office:Tel	-8.16
11/15/2...	EFT	NC Department of R...	Sales & Use Distribution 09/23 (F...	Sales Tax:Sales & Use Dist	3,395.22
11/16/2...	EFT	Debit Card (Zoro To...	Emergency Lights, Exit Lights (FY...	Office:Maint:Materials	-446.47
11/16/2...	EFT	Point And Pay	05-033-171 (FY2023)	Other Inc:Zoning	50.00
11/20/2...	6760	Quadient Finance U...	7900 0440 3484 2470 Postage (F...	Office:Post	-500.00
11/20/2...	6761	Duke Power{Office}	9100 3284 4818 (FY2023)	Office:Util	-125.79
11/20/2...	6762	Duke Power	9100 3284 5041 (Old School) (FY...	Office:Util	-26.62
11/20/2...	6763	Windstream	061348611 (FY2023)	Office:Tel	-329.19
11/20/2...	6764	Union County Water...	A/N 84361*00 (FY2023)	Office:Util	-52.90
11/20/2...	6765	Union County Water...	A/N 91052*00 (FY2023)	Community:Parks & Rec:Park	-19.35
11/20/2...	6766	**VOID**City Of Mo...	WRONG AMOUNT (FY2023)	Office:Util	0.00
11/20/2...	6767	NC Association Of ...	I/N I00011414 Dues Vicky Brooks ...	Office:Dues	-90.00
11/20/2...	6768	City Of Monroe	A/N 514654 Natural Gas (FY2023)	Office:Util	-33.31
11/20/2...	DEP	Deposit	#23012 (FY2023)	Other Inc:Zoning	285.00
11/20/2...	EFT	Point And Pay	06-054-031 (FY2023)	Other Inc:Zoning	50.00
11/21/2...	EFT	Point And Pay	06-084-001L (FY2023)	Other Inc:Zoning	150.00
11/22/2...	EFT...	Debit Card (Lowe's)	FY2023	Community:Maint	-12.53
			FY2023	Community:Parks & Rec:Park	-60.27
11/22/2...	EFT	Debit Card (Lowe's)	LED Bulbs (FY2023)	Community:Maint	-45.87
11/28/2...	EFT...	NC State Treasurer	11/23 LGERS contribution FY2023	Office:Clerk	-228.30
			11/23 LGERS contribution FY2023	Office:Finance Officer	-210.90
			11/23 LGERS contribution FY2023	Planning:Administration:Salaries	-197.34
			11/23 employer contribution FY2023	Emp:Benefits:NCLGERS	-1,861.88
11/29/2...	EFT...	Paychex	Salary 11/23 (FY2023)	Office:Clerk	-3,576.70
			11/23 (FY2023)	Office:Deputy Clerk	-824.94
			Salary 11/23 (FY2023)	Office:Finance Officer	-3,304.10
			Salary 11/23 (FY2023)	Office:Mayor	-500.00
			Salary 11/23(FY2023)	Office:Council	-1,200.00
			Salary 11/23 (FY2023)	Planning:Administration:Salaries	-3,091.66
			FY2023	Emp:FICA:Soc Sec	-774.84
			FY2023	Emp:FICA:Med	-181.21
11/30/2...	DEP	Deposit	#23013 (FY2023)	Other Inc:Zoning	125.00
11/30/2...	6769	Sign Pro	I/N 14449 Christmas Lights (FY20...	Community:Maint	-854.00
11/30/2...	6770	Verizon Wireless	221474588-00001 (FY2023)	Office:Tel	-111.77
11/30/2...	EFT	Paychex Fees	Fees 11/23 (FY2023)	Emp:Payroll	-173.16
11/1/2023 - 11/30/2023					-14,258.11

Register Report - Nov 2023

11/1/2023 through 11/30/2023

1/2/2024

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Date	Num	Description	Memo	Category	Amount	
					TOTAL INFLOWS	8,052.44
					TOTAL OUTFL...	-22,310.55
					NET TOTAL	-14,258.11

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November 2023

Revenue Details

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NC Sales & Use Distribution

September 2023 Collections

Summary

UNION	(AD VALOREM)	3,033,750.87	1,986,336.38	1,606,892.73	-	9.06	439,219.23	-	(511,847.96)	6,554,360.31
	FAIRVIEW	1,634.88	1,070.43	865.95	-	-	236.68	-	1,092.94	4,900.88
	HEMBY BRIDGE	-	-	-	-	-	-	-	-	-
	INDIAN TRAIL	138,657.04	90,785.15	73,442.75	-	0.41	20,074.44	-	92,693.58	415,653.37
	LAKE PARK	9,914.93	6,491.76	5,251.66	-	0.03	1,435.46	-	6,628.23	29,722.07
	MARSHVILLE	16,510.70	10,810.31	8,745.25	-	0.05	2,390.38	-	11,037.57	49,494.26
	MARVIN	12,454.45	8,154.50	6,596.77	-	0.04	1,803.13	-	8,325.93	37,334.82
	MINERAL SPRINGS	1,132.60	741.57	599.91	-	-	163.98	-	757.16	3,395.22
	MINT HILL *	53.57	35.08	28.38	-	-	7.76	-	35.81	160.60
	MONROE	330,833.28	216,611.78	175,233.11	-	0.99	47,897.26	-	221,165.28	991,741.70
	STALLINGS *	62,030.62	40,614.30	32,855.88	-	0.19	8,980.65	-	41,468.07	185,949.71
	UNIONVILLE	2,246.21	1,470.70	1,189.75	-	0.01	325.20	-	1,501.61	6,733.48
	WAXHAW	158,963.35	104,080.62	84,198.43	-	0.47	23,014.34	-	106,268.55	476,525.76
	WEDDINGTON *	20,448.02	13,388.26	10,830.74	-	0.06	2,960.42	-	13,669.70	61,297.20
	WESLEY CHAPEL	2,601.45	1,703.29	1,377.92	-	0.01	376.63	-	1,739.10	7,798.40
	WINGATE	8,174.04	5,351.92	4,329.56	-	0.02	1,183.42	-	5,464.43	24,503.39
TOTAL		3,799,406.01	2,487,646.05	2,012,438.79	-	11.34	550,068.98	-	-	8,849,571.17

Jurisdiction Collection by Year
 Union County
 Date Distributed: 10/1/2023 to 10/31/2023

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2021	0.81	0.06	0.14	1.01	0.01	1.00
2022	4.60	0.14	0.40	5.14	0.06	5.08
2023	3,934.79	6.28	0.00	3,941.07	49.26	3,891.81
Total:	3,940.20	6.48	0.54	3,947.22	49.33	3,897.89
Grand Total:	3,940.20	6.48	0.54	3,947.22	49.33	3,897.89

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	83602	11/13/2023	\$3,897.89

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
10/27/2023	2404 TAXES	TAX/FEE/INT-OCTOBER 2023	\$3,897.89



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

Vendor Number	EFT Number	EFT Date
10870	83602	11/13/2023

*** Three Thousand Eight Hundred And Ninety-Seven Dollars And Eighty-Nine Cents ***

\$3,897.89

Pay To 10870
 The TOWN OF MINERAL SPRINGS
 Order Of PO BOX 600
 MINERAL SPRINGS, NC 28108

**EFT COPY
 NON-NEGOTIABLE**

TOWN OF MINERAL SPRINGS

2023 Zoning & Planning Report

Prepared by Zoning Administrator Vicky Brooks
Presented to Town Council in January of 2024

Zoning Permits Issued	Type	29
	Upfit Only	5
	New Residential	10
	Replacement Home	2
	Additions	13
Foundation Permits Issued	Type	10
	New Residential	10
Certificates of Zoning Compliance Issued	Type	12
	New Residential / * Replacement Homes	12
Location of New Homes	Address	Subdivision
	2905 McNeely Farms Drive	McNeely Farms
	5115 Waxhaw Hwy	N/A
	2514 Valley Farm Road	N/A
	3910 S Potter Road	N/A
	2803 Tom Laney Road *	N/A
	4611 Pleasant Grove Road	N/A
	2705 Harrington Place	Harrington Hall
	3908 Doster Road	N/A
	4815 Lon Parker *	N/A
	6307 McNeely Road	Chandler Woods
	4514 Raymond Austin Road	N/A
	6419 McNeely Road	Chandler Woods
Commercial Permits Issued	Tower Co-Location/change of use/addition	5
Sign Permits Issued		4
Fence Permits Issued		4
Accessory Permits Issued	Swimming pools, sheds, solar panels, detached garages, etc.	12
Special Use Permits	Type	2
	1. Sporting Events Facility Use	
	Notes	
	Board of Adjustment approved with conditions in October of 2023	
	2. Accessory Structure larger than allowed by Ordinance	
	Notes	
	Board of Adjustment approved in November 2023	

Certificate of Nonconformity Adjustment	Type	2
1.	Addition to a nonconforming accessory structure	
	Notes	
	Board of Adjustment approved in June of 2023	
2.	Replacement Class B Manufactured Home on a Nonconforming Lot	
	Notes	
	Board of Adjustment approved in December of 2023	
Zoning Violations	Type	9
1.	Public Use of a Private Recreational Building	
	Notes	
	Special Use Permit granted for a public facility	
2.	Internally lit sign installed	
	Notes	
	Sign replaced with an externally lit sign	
3.	Junk vehicle location	
	Notes	
	Removed	
4.	Parked location of a commercial vehicle, living in a camper, junk vehicle, accessory structure without a principal structure	
	Notes	
	Violator in office, will relocate the commercial vehicle and junk vehicle, not living in camper, must subdivide property or relocate accessory structure	
5.	Junk vehicle location	
	Notes	
	One vehicle is operational and the other will be broken down into parts	
6.	Operating a business from a residential area	
	Notes	
	Property owners were not operating a business, construction equipment on property related to the home renovation, which obtained the proper permit	
7.	Residing in a camper	
	Notes	
	Camper removed from property	
8.	Location of an accessory structure and a barn that were constructed without permits	
	Notes	
	Ongoing	
9.	Residing in a camper	
	Notes	
	No longer using camper for residential purposes, will only be hooked up to electricity for cleaning and maintenance as allowed by ordinance	

	10.	Ongoing yard sale
		Notes Junk has been removed
	11.	Cut trees/limbs brought in from offsite on vacant property
		Notes Property owner plans to split wood for firewood – tree species are oak, cedar, etc.
Planning Board Activity		Reviewing the Development Ordinance for irregularities, and recommending text amendments

