

**Town of Mineral Springs
Mineral Springs Town Hall
3506 Potter Road S ~ Mineral Springs
Mineral Springs Town Council
Regular Meeting
January 9, 2025 ~ 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 12, 2024 Regular Meeting Minutes
- B. Acceptance of the November 2024 Union County Tax Report
- C. Acceptance of the November 2024 Finance Report

4. Selection of 10 of the 16 NCLM Proposed Goals and Consideration of Appointing a NCLM Voting Delegate – Action Item

The council will discuss the selection of 10 of the 16 proposed NCLM goals and will consider appointing a voting delegate.

5. Consideration of Adopting a Budget Amendment – Action Item

The council will consider adopting a budget amendment (O-2024-03).

6. Consideration of Reappointing a Board of Adjustment Member – Action Item

The council will consider reappointing William Reynolds to the Board of Adjustment.

7. 2024 Zoning and Planning Report

The council will be presented with a report covering the 2024 zoning and planning activities.

8. Staff Reports

The staff will update the council on any developments that may affect the town.

9. Other Business

10. Adjournment

**Draft Minutes of the
Mineral Springs Town Council
Regular Meeting
December 12, 2024 – 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, December 12, 2024.

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

Absent: None.

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

Visitors: Michael Marchuk.

1. Opening

With a quorum present at 7:30 p.m. on December 12, 2024, Mayor Frederick Becker called the regular meeting to order.

Councilwoman Cureton delivered the invocation.

Pledge of Allegiance.

2. Public Comments

Michael Marchuk – 2826 Harrington Place.

3. Consent Agenda – Action Item

Councilwoman Coffey motioned to approve the consent agenda containing the November 14, 2024 Regular Meeting Minutes, the October 2024 Union County Tax Report, and the October 2024 Finance Report as presented, and Councilman Muller seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

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

Mayor Becker explained this was the nomination of the delegate and alternate to the Centralina Council of Governments. Currently Councilman Muller is the delegate and Councilwoman Krafft is the alternate. Mayor Becker opened this up for volunteers or nominations.

Councilwoman Coffey nominated the two people serving to remain and Councilwoman Cureton seconded.

Mayor Becker asked if there were any objections from the nominees. Hearing none, Mayor Becker called for a vote on the motion to reappoint the two delegates. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

5. Consideration of Reappointing a Board of Adjustment Member – Action Item

Councilman Countryman motioned to reappoint Valerie Coffey to the Board of Adjustment and Councilwoman Krafft seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

6. Discussion of Staff Succession Planning

Mayor Becker introduced a potentially major topic and referred to the memo from Ms. Vicky Brooks. Mayor Becker explained that Ms. Brooks and himself had kind of talked about these ideas in the past. The town has three staff members, one full-time, one half-time, and one approximately quarter-time (hourly employee). Both the full-time and half-time employees are getting close to retirement age; therefore, the council needs to start looking at how it will work and what the council sees. Mayor Becker commented that Ms. Brooks and himself were set in their ways, and their job descriptions had expanded and become non-standard. Mayor Becker commented that there were a couple of questions posed by Ms. Brooks in the memo that the council will need to go a little deeper into over the next few months. Salaries will need to be competitive to secure long-term employees. Mayor Becker noted that just a little bit of his study indicated that the long-term employees may be hard to replace at the same salary and the town may be looking at when both are retired there may be an increase in payroll and overhead.

Councilwoman Critz suggested contacting the Institute of Government and the League of Municipalities rather than just Union County, it would be good to broaden the net a little bit.

Mayor Becker responded that the comps come from the League.

Councilwoman Critz added that comps have also been gotten locally.

Mayor Becker responded that he has gotten the comps from the League statewide and by peer municipalities. Mayor Becker mentioned that Ms. Brooks had already spoken with the clerk/finance officer in Wesley Chapel; he did not think it was all that common to have that combination, but with a small town, it was probably more common than elsewhere. With the workload for the planning director and zoning administrator, Mayor Becker and Ms. Brooks were coming to the sense that the position should be a single full-time position. As Attorney Bobby Griffin has said over the years whenever the topic of zoning or planning expenditures comes up, he would say "that's your primary service." Mayor Becker pointed out that when he is in the office and the office is open, it is the primary service. If anybody comes to the door, they are not there to see Mayor Becker, because the finance office is a back-office job, people are there to see Ms. Brooks, they have a plat, or a question. Mayor Becker stated it probably needs to be a full-time planning job. Mayor Becker stated there were some good comps done for Ms. Brooks as a full-time employee where that could roll over and take the clerk duty away from her making it a full-time planning job with the salary being pretty much the same with whatever step increase the council would be looking at. Mayor Becker noted that he and Ms. Brooks talked about it, and it looked like it may roll over smoothly trying to go finance officer/clerk, but it may be harder to find the ideal employee, because they would need to have both skills, so it may cost a little more.

Councilwoman Critz asked Ms. Brooks (hypothetically) if she were the full-time zoning administrator and planning and there was no deputy clerk, just a full-time clerk and a part-time finance officer, would it be reasonable to divide it that way. Does Ms. Brooks still see that the town needed a deputy clerk if there was a full-time clerk that was not distracted with planning and zoning.

Ms. Brooks asked whether Councilwoman Critz was referring to the town clerk being a sole position and finance...

Mayor Becker clarified the finance would be a half-time position, but for a new person.

Councilwoman Critz explained she was just asking if Ms. Brooks thought that would divide it enough as far as time and energy and then for finance the town could find who they were looking for and they would not feel overwhelmed, because a lot of this "we're learning on the go," and she understood the reasoning and agreed 100%.

Mayor Becker commented that was a good question by Councilwoman Critz and he thought it did bear looking at, because Ms. Brooks and himself have said combining the clerk/finance position like Wesley Chapel has done successfully, a receptionist would still be needed doing what Deputy Clerk Sharelle Quick was doing, just because of the duties of that job. If the town had a single full-time

clerk that could obviate the need for a part-time receptionist. Positions will be more expensive that way, because you would have two full-time positions and a half-time position at finance. Mayor Becker thought that it would be reasonable to look at.

Councilwoman Coffey stated that a study needed to be done, rather than these hypothetical situations and assessments need to be made, documented, and to have something to compare.

Councilwoman Critz commented that the advantage of doing this would be that the League of Municipalities, as well as the Institute of Governments has the statistics that would be helpful, but they don't live here. Councilwoman Critz felt that one of the benefits of doing this would be to take the statistics as an outline (a guiding template), but Ms. Brooks, Ms. Quick, and Mayor Becker know more of the ins and outs of what happens every day, every week, every month, and what changes they may foresee; therefore, she would not want to see the council just do this.

Councilman Countryman asked Mayor Becker, from a financial officer standpoint, how much time during the month or week was dedicated to that activity.

Mayor Becker responded that when he did the month-long study last time for the finance officer, it was close to 25 hours a week. The finance officer for Mineral Springs has a few additional duties, such as building maintenance, etc. and that may just not have to happen, because "you're not going to find that weird person like me."

Councilman Countryman commented a 25-hour week is a good part-time job for somebody that has a numbers background (an accountant type).

Mayor Becker responded that it might be easier to get another part-time finance officer that only does finance and then worry about the clerk.

Councilwoman Critz commented that the finance officer could do almost all of it from home.

Mayor Becker responded that you could, but he liked to have the stuff at the office. That is something else for the council to look at, with all the attention being focused now on workplace, on remote work, with the town "we did it the way we do it." Mayor Becker thought the town needed to revisit that – does the council want to have more time required in the office? Staff does not know anything about the laws of municipal employees as they relate to the Fair Labor Standards Act, so advice will be needed on that. Mayor Becker agreed that Councilman Countryman and Councilwoman Critz had a good point that finance is a standalone job that doesn't have to deal with the public; it could continue to be a separate job, and it doesn't require someone being a Certified Public Accountant. Mayor Becker thought Ms. Brooks would recommend that the clerk take a master class to be able to become a Certified Municipal Clerk (or already have it). Both positions are statutory.

Councilman Countryman asked if the town would potentially be looking at four people instead of three.

Mayor Becker responded that if there was a full-time clerk, they would not need a separate receptionist, finance would be half time, planning/zoning would be full-time. It may be a more expensive way of doing it.

Councilman Countryman commented that the council appreciated the fact that current staff were talented people, but the community is growing, and things aren't any cheaper.

Mayor Becker mentioned that Ms. Brooks had pointed out that to attract a long-term employee, the town may need to enhance the benefits package. Currently, the town does not provide medical [insurance] to staff, because the council did not feel that the town budget justified it; however, it could be like any other employer where the town doesn't have to pay the full premium. It could be offered via the League's group and be partly the responsibility of the employee, but it probably needs to be made available and there will be a cost increase for that.

Mayor Becker explained that staff wanted to make sure the council knew that the process was starting. Mayor Becker could not speak for Ms. Brooks on how long she wants to remain, but he would like to be able to wrap it up in a year or so as finance officer. Mayor Becker did not know if he would run for mayor again, but that was a whole separate thing.

Councilwoman Coffey commented that a year was not a long time.

Mayor Becker agreed and explained that was why staff wanted to bring it up now even though they did not have anything specific. It was to let the council know this is where we are going.

Councilman Countryman stated the council will probably need to start talking seriously about it after Christmas.

Mayor Becker noted he would get in touch with the League and/or the School of Government to see about the services they could provide and if they have any kind of consulting services available on municipal employment practices.

This item will be put on the February agenda for further discussion. The council will discuss the budget, looking for a clerk, transitioning Ms. Brooks' position (in July), increasing zoning fees, a potential increase of \$50,000 annually for employee costs, etc.

7. Staff Reports

None.

8. Other Business

Councilwoman Critz announced that she would not be able to attend the February 2025 meeting.

9. Adjournment – Action Item

At 7:55 p.m. Councilwoman Coffey motioned to adjourn the meeting and Councilman Countryman seconded. The motion passed unanimously. Ayes: Coffey, Countryman, Critz, Cureton, Krafft, and Muller. Nays: None.

The next regular meeting will be on Thursday, January 9, 2025 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, NCCMC, Town Clerk

Frederick Becker, Mayor

Town of Mineral Springs

FINANCE REPORT

November 2024

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

January 9, 2025

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Cash Flow Report FY2024 YTD

7/1/2024 through 11/30/2024

12/12/2024

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Category	7/1/2024- 11/30/2024
INCOME	
Interest Income	23,297.22
Other Inc	
Sales Tax Refunds	936.31
Zoning	3,780.00
TOTAL Other Inc	4,716.31
Prop Tax Prior Years	
Prop Tax 2019	
Receipts 2019	
Int	0.68
Tax	0.92
TOTAL Receipts 2019	1.60
TOTAL Prop Tax 2019	1.60
Prop Tax 2021	
Receipts 2021	
Int	2.68
Tax	10.92
TOTAL Receipts 2021	13.60
TOTAL Prop Tax 2021	13.60
Prop Tax 2022	
Receipts 2022	
Int	3.00
Tax	21.47
TOTAL Receipts 2022	24.47
TOTAL Prop Tax 2022	24.47
Prop Tax 2023	
Receipts 2023	
Int	4.24
Tax	54.95
TOTAL Receipts 2023	59.19
TOTAL Prop Tax 2023	59.19
TOTAL Prop Tax Prior Years	98.86
Property Tax 2024	
Receipts 2024	
Tax	13,837.02
TOTAL Receipts 2024	13,837.02
TOTAL Property Tax 2024	13,837.02
Sales Tax	
Sales & Use Dist	10,184.89
TOTAL Sales Tax	10,184.89
Veh Tax	
Int 2024	21.84
Tax 2024	1,811.39
TOTAL Veh Tax	1,833.23
TOTAL INCOME	53,967.53
EXPENSES	
Ads	94.52
Attorney	1,847.70
Capital Outlay	

Cash Flow Report FY2024 YTD

7/1/2024 through 11/30/2024

12/12/2024

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Category	7/1/2024- 11/30/2024
Beautification	1,942.85
TOTAL Capital Outlay	1,942.85
Community	
Communication	
Social Media	4,188.00
TOTAL Communication	4,188.00
Greenway	8,732.68
Maint	2,596.50
Parks & Rec	
Park	1,525.23
TOTAL Parks & Rec	1,525.23
Special Events	
Services	876.00
TOTAL Special Events	876.00
TOTAL Community	17,918.41
Emp	
Benefits	
Dental	456.00
Life	424.96
NCLGERS	10,196.75
Vision	84.00
TOTAL Benefits	11,161.71
Bond	550.00
FICA	
Med	963.39
Soc Sec	4,119.37
TOTAL FICA	5,082.76
Payroll	1,028.15
Work Comp	2,076.04
TOTAL Emp	19,898.66
Office	
Clerk	19,995.00
Council	6,000.00
Deputy Clerk	5,564.95
Dues	5,964.84
Equip	1,241.81
Finance Officer	18,455.00
Ins	4,377.94
Maint	
Materials	250.17
Service	6,600.00
TOTAL Maint	6,850.17
Mayor	2,500.00
Post	499.03
Records	5,956.19
Supplies	967.46
Tel	5,097.19
Util	1,205.29
TOTAL Office	84,674.87
Planning	
Administration	

Cash Flow Report FY2024 YTD

7/1/2024 through 11/30/2024

12/12/2024

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Category	7/1/2024- 11/30/2024
Contract	3,179.39
Salaries	17,270.00
TOTAL Administration	20,449.39
Misc	772.74
TOTAL Planning	21,222.13
Street Lighting	859.24
Tax Coll	
Contract	205.01
TOTAL Tax Coll	205.01
Training	
Officials	225.00
TOTAL Training	225.00
Travel	1,500.31
TOTAL EXPENSES	150,388.70
TRANSFERS	
FROM Idle Funds First National	10,000.00
TO Check Min Spgs	-10,000.00
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-96,421.17

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Account Balances History Report - As of 11/30/2024

(Includes unrealized gains)

12/12/2024

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Account	6/29/2024 Balance	6/30/2024 Balance	7/31/2024 Balance	8/31/2024 Balance	9/30/2024 Balance	10/31/2024 Balance	11/30/2024 Balance
ASSETS							
Cash and Bank Accounts							
Check Min Spgs	60,209.07	60,209.07	15,568.07	8,709.82	53,240.54	34,274.93	11,939.18
Idle Funds First National	367,618.73	367,802.04	368,018.19	358,189.37	358,341.48	358,493.65	358,636.07
NCCMT_Cash	1,063,514.91	1,067,990.41	1,072,729.63	1,077,486.40	1,081,975.49	1,086,355.11	1,090,453.60
TOTAL Cash and Bank Account...	1,491,342.71	1,496,001.52	1,456,315.89	1,444,385.59	1,493,557.51	1,479,123.69	1,461,028.85
Other Assets							
State Revenues Receivable	0.00	62,962.27	58,747.94	55,357.58	0.00	0.00	0.00
TOTAL Other Assets	0.00	62,962.27	58,747.94	55,357.58	0.00	0.00	0.00
TOTAL ASSETS	1,491,342.71	1,558,963.79	1,515,063.83	1,499,743.17	1,493,557.51	1,479,123.69	1,461,028.85
LIABILITIES							
Other Liabilities							
Accounts Payable	692.77	2,206.54	692.77	692.77	692.77	692.77	692.77
TOTAL Other Liabilities	692.77	2,206.54	692.77	692.77	692.77	692.77	692.77
TOTAL LIABILITIES	692.77	2,206.54	692.77	692.77	692.77	692.77	692.77
OVERALL TOTAL	1,490,649.94	1,556,757.25	1,514,371.06	1,499,050.40	1,492,864.74	1,478,430.92	1,460,336.08

Mineral Springs Budget Comparison 2024-25

TOWN OF MINERAL SPRINGS										
BUDGET COMPARISON 2024-25										
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November	
Advertising	\$ 1,200.00	\$ 1,105.48	\$ 94.52	7.9%	\$ -	\$ 94.52	\$ -	\$ -	\$ -	
Attorney	\$ 7,200.00	\$ 5,352.30	\$ 1,847.70	25.7%	\$ 300.00	\$ 647.70	\$ 300.00	\$ 300.00	\$ 300.00	\$ -
Audit	\$ 5,230.00	\$ 5,230.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charities & Agencies	\$ 12,575.00	\$ 12,575.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ 24,488.00	\$ 6,569.59	\$ 17,918.41	73.2%	\$ 5,394.71	\$ 326.16	\$ 299.13	\$ 2,027.90	\$ 9,870.51	\$ -
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Overhead	\$ 43,600.00	\$ 23,701.34	\$ 19,898.66	45.6%	\$ 6,219.82	\$ 3,397.51	\$ 1,430.26	\$ 5,462.97	\$ 3,388.10	\$ -
Elections	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office & Administrative	\$ 196,638.00	\$ 111,963.13	\$ 84,674.87	43.1%	\$ 31,868.21	\$ 11,839.49	\$ 13,690.21	\$ 13,780.91	\$ 13,496.05	\$ -
Planning & Zoning	\$ 50,448.00	\$ 29,225.87	\$ 21,222.13	42.1%	\$ 5,674.44	\$ 4,215.25	\$ 3,573.01	\$ 4,305.43	\$ 3,454.00	\$ -
Street Lighting	\$ 1,900.00	\$ 1,040.76	\$ 859.24	45.2%	\$ 169.38	\$ -	\$ 169.29	\$ 346.56	\$ 174.01	\$ -
Tax Collection	\$ 1,800.00	\$ 1,594.99	\$ 205.01	11.4%	\$ -	\$ 4.63	\$ 63.71	\$ 78.21	\$ 58.46	\$ -
Training	\$ 3,000.00	\$ 2,775.00	\$ 225.00	7.5%	\$ -	\$ -	\$ -	\$ 225.00	\$ -	\$ -
Travel	\$ 3,600.00	\$ 2,099.69	\$ 1,500.31	41.7%	\$ -	\$ 1,500.31	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 62,296.00	\$ 60,353.15	\$ 1,942.85	3.1%	\$ -	\$ -	\$ -	\$ 1,942.85	\$ -	\$ -
Totals	\$ 428,975.00	\$ 278,586.30	\$ 150,388.70	35.1%	\$ 49,626.56	\$ 22,025.57	\$ 19,525.61	\$ 28,469.83	\$ 30,741.13	\$ -
Off Budget:										
Interfund Transfers										
Total Off Budget:			\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Mineral Springs Monthly Revenue Summary 2024-25

TOWN OF MINERAL SPRINGS												
REVENUE SUMMARY 2024-25												
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November			
Property Tax - prior	\$ 400.00	\$ 301.14	\$ 98.86	24.7%	\$ -	\$ 48.97	\$ 16.57	\$ 19.63	\$ 13.69			
Property Tax - 2024	\$ 85,380.00	\$ 71,542.98	\$ 13,837.02	16.2%	\$ -	\$ 321.68	\$ 5,080.08	\$ 3,772.61	\$ 4,662.65			
Interest	\$ 47,195.00	\$ 23,897.78	\$ 23,297.22	49.4%	\$ 4,955.37	\$ 4,927.95	\$ 4,641.20	\$ 4,531.79	\$ 4,240.91			
Sales Tax - Electric	\$ 209,000.00	\$ 209,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Sales & Use	\$ 38,400.00	\$ 28,215.11	\$ 10,184.89	26.5%	\$ -	\$ -	\$ 3,472.10	\$ 3,333.75	\$ 3,379.04			
Sales Tax - Other Util.	\$ 19,950.00	\$ 19,950.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Sales Tax - Alc. Bev.	\$ 13,500.00	\$ 13,500.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -			
Vehicle Taxes	\$ 8,650.00	\$ 6,816.77	\$ 1,833.23	21.2%	\$ -	\$ -	\$ -	\$ 1,833.23	\$ -			
Zoning Fees	\$ 5,500.00	\$ 1,720.00	\$ 3,780.00	68.7%	\$ 2,285.00	\$ 470.00	\$ 130.00	\$ 545.00	\$ 350.00			
Other	\$ 1,000.00	\$ 63.69	\$ 936.31	93.6%	\$ -	\$ 936.31	\$ -	\$ -	\$ -			
Totals	\$ 428,975.00	\$ 375,007.47	\$ 53,967.53	12.6%	\$ 7,240.37	\$ 6,704.91	\$ 13,339.95	\$ 14,036.01	\$ 12,646.29			
GRAND TOTAL			\$ 53,967.53		\$ 7,240.37	\$ 6,704.91	\$ 13,339.95	\$ 14,036.01	\$ 12,646.29			
	December	January	February	March	April	May	June	June a/r				
Property Tax - prior												
Property Tax - 2024												
Interest												
Sales Tax - Electric												
Sales Tax - Sales & Use												
Sales Tax - Other Util.												
Sales Tax - Alc. Bev.												
Vehicle Taxes												
Zoning Fees												
Other												
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
GRAND TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			

November 2024 Cash Flow Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

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Category	11/1/2024- 11/30/2024
INCOME	
Interest Income	4,240.91
Other Inc	
Zoning	350.00
TOTAL Other Inc	350.00
Prop Tax Prior Years	
Prop Tax 2019	
Receipts 2019	
Int	0.41
Tax	0.92
TOTAL Receipts 2019	1.33
TOTAL Prop Tax 2019	1.33
Prop Tax 2022	
Receipts 2022	
Int	0.41
Tax	2.40
TOTAL Receipts 2022	2.81
TOTAL Prop Tax 2022	2.81
Prop Tax 2023	
Receipts 2023	
Int	0.49
Tax	9.06
TOTAL Receipts 2023	9.55
TOTAL Prop Tax 2023	9.55
TOTAL Prop Tax Prior Years	13.69
Property Tax 2024	
Receipts 2024	
Tax	4,662.65
TOTAL Receipts 2024	4,662.65
TOTAL Property Tax 2024	4,662.65
Sales Tax	
Sales & Use Dist	3,379.04
TOTAL Sales Tax	3,379.04
TOTAL INCOME	12,646.29
EXPENSES	
Attorney	300.00
Community	
Greenway	8,500.00
Maint	1,067.50
Parks & Rec	
Park	303.01
TOTAL Parks & Rec	303.01
TOTAL Community	9,870.51
Emp	
Benefits	
Dental	76.00
Life	67.20
NCLGERS	2,039.35
Vision	14.00

November 2024 Cash Flow Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

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Category	11/1/2024- 11/30/2024
TOTAL Benefits	2,196.55
FICA	
Med	190.89
Soc Sec	816.23
TOTAL FICA	1,007.12
Payroll	184.43
TOTAL Emp	3,388.10
Office	
Clerk	3,999.00
Council	1,200.00
Deputy Clerk	989.63
Finance Officer	3,691.00
Maint	
Materials	210.76
Service	1,588.00
TOTAL Maint	1,798.76
Mayor	500.00
Post	499.03
Tel	554.36
Util	264.27
TOTAL Office	13,496.05
Planning	
Administration	
Salaries	3,454.00
TOTAL Administration	3,454.00
TOTAL Planning	3,454.00
Street Lighting	174.01
Tax Coll	
Contract	58.46
TOTAL Tax Coll	58.46
TOTAL EXPENSES	30,741.13
OVERALL TOTAL	-18,094.84

Register Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

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Date	Num	Description	Memo	Category	Amount
11/5/2024	7008	Bucket, Mop, And Bro...	I/N OLMC-268 janitorial 11/2024 (...	Office:Maint:Service	-188.00
11/5/2024	7009	Toi Toi USA LLC	I/N INV245717 Portable units 11/2...	Community:Parks & Rec:Park	-279.68
11/7/2024	7010	McCollum Trucking &...	I/N 2583 McNeely Rd Parking Lot ...	Community:Greenway	-8,500.00
11/7/2024	EFT	Point And Pay	06-039-033 (FY2024)	Other Inc:Zoning	25.00
11/12/2024	EFT	Point And Pay	06-039-006 (FY2024)	Other Inc:Zoning	50.00
11/12/2024	EFT...	Union County	10/2024 (FY2024)	Property Tax 2024:Receipts 202...	4,662.65
			10/2024 (FY2024)	Prop Tax Prior Years:Prop Tax 2...	9.06
			10/2024 (FY2024)	Prop Tax Prior Years:Prop Tax 2...	0.49
			10/2024 (FY2024)	Prop Tax Prior Years:Prop Tax 2...	2.40
			10/2024 (FY2024)	Prop Tax Prior Years:Prop Tax 2...	0.41
			10/2024 (FY2024)	Prop Tax Prior Years:Prop Tax 2...	0.92
			10/2024 (FY2024)	Prop Tax Prior Years:Prop Tax 2...	0.41
			FY2024	Tax Coll:Contract	-58.46
11/12/2024	EFT	Debit Card (AOL)	AOL Troubleshooting Svc 11/24 (...	Office:Tel	-11.23
11/15/2024	EFT	NC Department of Re...	Sales & Use Distribution 09/2024 (...	Sales Tax:Sales & Use Dist	3,379.04
11/19/2024	EFT	Point And Pay	06-060-056 (FY2024)	Other Inc:Zoning	50.00
11/19/2024	EFT	Point And Pay	06-060-056 (FY2024)	Other Inc:Zoning	25.00
11/21/2024	7011	Windstream	061348611 11/24 (FY2024)	Office:Tel	-429.28
11/21/2024	7012	Duke Power	9100 3284 5041 (Old School) (FY...	Office:Util	-31.52
11/21/2024	7013	Duke Power{Office}	9100 3284 4818 (FY2024)	Office:Util	-135.98
11/21/2024	7014	Verizon Wireless	221474588-00001 (FY2024)	Office:Tel	-113.85
11/21/2024	7015	Blackmon's Landscap...	I/N 12065 Service 11/2024 (FY20...	Office:Maint:Service	-1,400.00
11/21/2024	7016	Conder Flag Company	I/N 233438 US & NC Flags (FY20...	Office:Maint:Materials	-104.05
11/21/2024	7017	Union County Water {...	A/N 84361*00 (FY2024)	Office:Util	-51.56
11/21/2024	7018	Union County Water {...	A/N 91052*00 (FY2024)	Community:Parks & Rec:Park	-23.33
11/21/2024	7019	City Of Monroe	A/N 514654 Natural Gas 10/2024 ...	Office:Util	-45.21
11/21/2024	702...	Municipal Insurance ...	12/24 (FY2024)	Emp:Benefits:Life	-67.20
			12/24 (FY2024)	Emp:Benefits:Dental	-76.00
			12/24 (FY2024)	Emp:Benefits:Vision	-14.00
11/26/2024	7021	Clark, Griffin & McCol...	I/N 8602 11/24 (FY2024)	Attorney	-300.00
11/26/2024	7022	Quadient Finance US...	7900 0440 3484 2470 Postage (F...	Office:Post	-499.03
11/26/2024	7023	Sign Pro	I/N 14717 Christmas Lights (FY20...	Community:Maint	-1,067.50
11/26/2024	7024	Duke Power	9100 3284 5207 (FY2024)	Street Lighting	-174.01
11/26/2024	DEP	Deposit	#24006 Zoning (FY2024)	Other Inc:Zoning	200.00
11/26/2024	EFT	Debit Card (Lowe's)	Extension Cords - Heaters (FY2024)	Office:Maint:Materials	-106.71
11/27/2024	EFT...	Paychex	Salary 11/24 (FY2024)	Office:Clerk	-3,759.06
			11/24 (FY2024)	Office:Deputy Clerk	-989.63
			Salary 11/24 (FY2024)	Office:Finance Officer	-3,469.54
			Salary 11/24 (FY2024)	Office:Mayor	-500.00
			Salary 11/24 (FY2024)	Office:Council	-1,200.00
			Salary 11/24 (FY2024)	Planning:Administration:Salaries	-3,246.76
			FY2024	Emp:FICA:Soc Sec	-816.23
			FY2024	Emp:FICA:Med	-190.89
11/27/2024	EFT...	NC State Treasurer	11/24 LGERS contribution FY2024	Office:Clerk	-239.94
			11/24 LGERS contribution FY2024	Office:Finance Officer	-221.46
			11/24 LGERS contribution FY2024	Planning:Administration:Salaries	-207.24
			11/24 employer contribution FY2024	Emp:Benefits:NCLGERS	-2,039.35
11/29/2024	EFT	Paychex Fees	Fees 11/24 (FY2024)	Emp:Payroll	-184.43
11/1/2024 - 11/30/2024					-22,335.75

TOTAL INFLOWS 8,405.38

Register Report - Nov 2024

11/1/2024 through 11/30/2024

12/12/2024

Page 2

Date	Num	Description	Memo	Category	Amount	
					TOTAL OUTFLOWS	-30,741.13
					NET TOTAL	-22,335.75

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November 2024
Revenue Details

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NC Sales & Use Distribution

September 2024 Collections Summary

MUNICIPALITY	ARTICLE 39	ARTICLE 40	ARTICLE 42	ARTICLE 43	ARTICLE 44	ART 44 *524	ARTICLE 45	ARTICLE 46	CITY HH	TOTAL
UNION	2,901,526.45	1,998,308.97	1,548,472.48	-	(32.18)	449,291.96	-	-	(544,173.41)	6,353,394.27
(AD VALOREM)	1,606.79	1,106.61	857.50	-	(0.02)	248.81	-	-	1,141.32	4,961.01
FAIRVIEW	-	-	-	-	-	-	-	-	-	-
HEMBY BRIDGE	-	-	-	-	-	-	-	-	-	-
INDIAN TRAIL	137,109.04	94,428.31	73,171.69	-	(1.52)	21,230.89	-	-	97,389.68	423,328.09
LAKE PARK	9,451.86	6,509.59	5,044.22	-	(0.10)	1,463.59	-	-	6,713.74	29,182.90
MARSHVILLE	15,590.75	10,737.50	8,320.40	-	(0.17)	2,414.18	-	-	11,074.23	48,136.89
MARVIN	12,059.92	8,305.78	6,436.08	-	(0.13)	1,867.44	-	-	8,566.26	37,235.35
MINERAL SPRINGS	1,094.42	753.74	584.07	-	(0.03)	169.47	-	-	777.37	3,379.04
MINT HILL *	44.38	30.56	23.68	-	-	6.87	-	-	31.53	137.02
MONROE	342,004.06	235,541.46	182,519.06	-	(3.79)	52,958.22	-	-	242,928.30	1,055,947.31
STALLINGS *	60,774.18	41,855.76	32,433.67	-	(0.67)	9,410.69	-	-	43,168.40	187,642.03
UNIONVILLE	2,205.72	1,519.10	1,177.14	-	(0.02)	341.55	-	-	1,566.74	6,810.23
WAXHAW	155,144.64	106,849.60	82,796.84	-	(1.72)	24,023.65	-	-	110,200.50	479,013.51
WEDDINGTON *	18,782.69	12,935.82	10,023.86	-	(0.21)	2,908.44	-	-	13,341.50	57,992.10
WESLEY CHAPEL	2,527.37	1,740.62	1,348.79	-	(0.03)	391.35	-	-	1,795.21	7,803.31
WINGATE	7,713.04	5,312.04	4,116.26	-	(0.09)	1,194.34	-	-	5,478.63	23,814.22
TOTAL	3,667,635.31	2,525,935.46	1,957,325.74	-	(40.68)	567,921.45	-	-	-	8,718,777.28

Jurisdiction Collection by Year
 Union County
 Date Distributed: 10/1/2024 to 10/31/2024

990 - TOWN OF MINERAL SPRINGS

Year	Taxes, Assessments and Misc. Charges	Late List	Interest	Total Collected	Commission	Net of Commission
2019	0.92	0.00	0.41	1.33	0.02	1.31
2022	2.33	0.07	0.41	2.81	0.04	2.77
2023	8.90	0.16	0.49	9.55	0.12	9.43
2024	4,662.44	0.21	0.00	4,662.65	58.28	4,604.37
Total:	4,674.59	0.44	1.31	4,676.34	58.46	4,617.88
Grand Total:	4,674.59	0.44	1.31	4,676.34	58.46	4,617.88

VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10870	TOWN OF MINERAL SPRINGS	89127	11/12/2024	\$4,617.88

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
11/04/2024	2504 TAXES	TAX/FEE/INT-OCTOBER 2024	\$4,617.88



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

Vendor Number	EFT Number	EFT Date
10870	89127	11/12/2024


*** Four Thousand Six Hundred Seventeen Dollars And Eighty-Eight Cents ***

\$4,617.88

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

**EFT COPY
 NON-NEGOTIABLE**

To: Town of Mineral Springs
Rick Becker

From: Vann Harrell 
Tax Administrator

Date: December 10, 2024

Re: Departmental Monthly Report

The Tax Collector's monthly/year to date collections report for the month ending November 27, 2024 is attached for your information and review.

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

Attachment

VH/JM

NOVEMBER 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

NOVEMBER 27, 2024 REGULAR TAX	2024	2023	2022	2021	2020	2019
BEGINNING CHARGE	85,743.82	82,405.80	80,802.40	80,155.13	69,817.57	67,992.78
TAX CHARGE						
PUBLIC UTILITIES CHARGES						
DISCOVERIES						
NON-DISCOVERIES						
RELEASES						
TOTAL CHARGE	85,743.82	82,405.80	80,802.40	80,155.13	69,817.57	67,992.78
BEGINNING COLLECTIONS	13,843.23	82,316.26	80,771.07	80,071.09	69,697.31	67,927.72
COLLECTIONS - TAX	40,209.95	25.37	13.01	18.02	1.67	
COLLECTIONS - INTEREST		1.38	2.40	4.94	0.59	
TOTAL COLLECTIONS	54,053.18	82,341.63	80,784.08	80,089.11	69,698.98	67,927.72
BALANCE OUTSTANDING	31,690.64	64.17	18.32	66.02	118.59	65.06
PERCENTAGE OF REGULAR	63.04%	99.92%	99.98%	99.92%	99.83%	99.90%
COLLECTION FEE 1.25 %	502.62	0.33	0.19	0.29	0.03	-

NOVEMBER 2024
TOWN OF MINERAL SPRINGS
PERCENTAGE REPORT

2018	2017	2016	2015
67,409.94	65,441.40	61,553.74	62,157.91
67,409.94	65,441.40	61,553.74	62,157.91
67,403.17	65,437.75	61,550.09	62,151.90
67,403.17	65,437.75	61,550.09	62,151.90
6.77	3.65	3.65	6.01
99.99%	99.99%	99.99%	99.99%
-	-	-	-

msvickybrooks@aol.com

From: Erin Wynia, NCLM Director of Government Affairs <NCLM@mail.nclm.org>
Sent: Tuesday, December 17, 2024 1:03 PM
To: msvickybrooks@aol.com
Subject: 2025-2026 Biennium Legislative Goals | NCLM Board Proposed Recommended Goals



2025-2026 Biennium Legislative Goals Voting Process

December 17, 2024

Dear NCLM Members,

As this year comes to an end, I am pleased to share with you that the League's legislative goals development process is almost complete. All that remains is for member cities and towns to review the proposed goals and cast their votes—we need your help and participation in this last, and most important, step in the process.

Thank you for the work you have already completed; we have received over 350 ideas from 197 individuals representing 154 municipalities. After the dedicated work by the Legislative Policy Committee to compile and refine the submitted goals, the NCLM Board of Directors has reviewed, approved and now submits **16 proposed legislative goals for your consideration**.

Your job now is to review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda for the 2025-2026 legislative biennium, which begins in January at the N.C. General Assembly.

Each municipality will cast a single vote by selecting 10 of the **16 proposed advocacy goals**. To vote, your municipality must:

STEP 1.

Designate a single Voting Delegate who will cast the municipality's vote by January 16, 2025. If your municipality has not yet designated

its Voting Delegate, please do so using [this form](#). Official voting instructions and the ballot will be sent directly to the Voting Delegate.

STEP 2.

Review, discuss and determine which of the [proposed legislative goals](#) your municipality supports. Each municipality may select 10 of the 16 proposed goals.

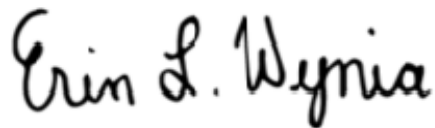
STEP 3.

Submit the online ballot by January 17, 2025. The Voting Delegate will receive voting instructions and the online ballot directly.

Thank you for your continued participation in this legislative goals development process, which is so critical to our advocacy efforts.

Establishing these Municipal Legislative Goals with wide participation by all cities and towns allows our organization to speak with confidence and sincerity as we pursue each with state and federal policymakers. It truly allows us to live up to our motto, "Working as one, advancing all."

Sincerely,



Erin Wynia
Director of Government Affairs

[PROPOSED GOALS](#)

[DESIGNATE YOUR VOTING DELEGATE](#)



WORKING AS ONE. ADVANCING ALL.

LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are NOT listed in any priority order.

- **Expand funding opportunities for disaster resiliency and recovery efforts.**
 - North Carolina has faced a number of damaging natural disasters in recent years including the unprecedented storm that devastated eastern North Carolina in the fall of 2020.
 - To recover from these natural disasters, a road program that focuses on infrastructure and economic recovery.
 - Federal assistance and create innovative financing to address the ongoing critical need to mitigate damage from future disasters.
- **Establish long-term funding streams that adequately address water, sewer, stormwater, transportation and other infrastructure needs.**
 - Infrastructure – including roads, water, sewer, stormwater and sea level rise – are critical economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth, man-made and natural causes aging infrastructure that must be replaced.
 - Creating long-term and more permanent funding streams for infrastructure will ensure adequate investment that North Carolina requires and into the future.
- **Expand state transportation funding streams for construction and maintenance of municipal and state-owned secondary roads.**
 - Current state and other state funding is not adequate to address transportation needs of all areas of the state and state-owned secondary roads.
 - In many areas and transportation committing funds are not receiving the level of investment needed to keep pace with transportation.
 - More investment is needed for these roads, meeting residents are to embrace online and residential growth.

- **Increase funds to remediate contamination in local water supplies.**
 - Contaminated water systems and treatment plants are missing the critical cleaning of PFAS and other “forever” chemicals from drinking water supplies.
 - A more regulatory net at the state and federal level mitigate the water infrastructure investments
 - The primary resource to treat the water treatment plants through the courts

- **Expand incentives and funding for local economic development.**
 - Funding in manufacturing and transportation encourage the growth
 - State grants and incentives are often targeted in a way that is not the area in greatest need of investment
 - Maintaining or expanding funding for infrastructure and industry development and renewable energy infrastructure and transportation state

- **Create incentives to encourage the development of diverse housing options.**
 - Encouraging affordable housing to be a significant program across the area of the state
 - The state is encouraging a tax or a major investment to encourage and encourage investment
 - State incentives to encourage the construction of affordable housing in income level are extremely limited

- **Provide resources to rehabilitate or purchase blighted properties.**
 - In manufacturing and transportation properties a tax or a major investment to encourage and encourage growth
 - The state and transportation limited means to address the properties that are in more rural areas
 - Rehabilitating blighted properties can help address North Carolina’s housing need

- **Create incentives that encourage and adequately fund regionalized water and sewer solutions.**
 - An n̄m̄er̄ c̄m̄m̄m̄āāater and c̄er̄ s̄tem̄ c̄nt̄n̄e t̄ m̄an̄ām̄ c̄r̄gḡe c̄t̄ d̄er̄r̄e m̄nt̄n̄e n̄ēd̄
 - T̄ēē c̄āl̄ēḡē c̄mē āc̄c̄t̄ l̄r̄ḡē d̄ē t̄ c̄c̄c̄at̄n̄ and m̄ c̄c̄ē n̄ r̄āā areā l̄ēad̄nḡ t̄ an̄ er̄c̄c̄n̄ c̄c̄āāer̄ and r̄āt̄ē c̄āē
 - c̄ c̄ē r̄ḡat̄r̄ and m̄n̄m̄āt̄ē c̄āē c̄eḡn̄ t̄ ad̄d̄r̄ēc̄t̄ē c̄ē m̄c̄ē c̄t̄ t̄ē c̄reat̄n̄ c̄c̄ē c̄āē c̄t̄t̄ R̄ēc̄ē and t̄ē c̄ē c̄AR̄Ā m̄nd̄nḡ c̄t̄ate ēt̄m̄atē c̄c̄c̄ n̄ēd̄ c̄t̄m̄ē c̄ēd̄ ēc̄c̄nd̄t̄r̄ē c̄c̄ c̄ēr̄ā c̄c̄c̄n̄ d̄c̄ar̄
- **Reduce regulatory conflicts between state agencies that discourage voluntary consolidation, merger and interconnection of municipal utility systems.**
 - M̄n̄m̄āt̄ē c̄āē c̄n̄t̄r̄āc̄t̄ām̄ c̄c̄t̄n̄ed̄ c̄d̄er̄c̄m̄ar̄ c̄t̄t̄ c̄c̄m̄ c̄c̄t̄er̄ m̄n̄m̄āt̄ē and c̄r̄atē enter̄c̄ē n̄ c̄r̄d̄ē c̄etter̄ and m̄rē ēc̄c̄m̄ent̄ c̄er̄c̄ēt̄ r̄ēd̄nt̄ and c̄c̄c̄ē
 - c̄ d̄er̄ āc̄c̄ and r̄eḡat̄n̄ m̄c̄c̄ē c̄en̄at̄ē n̄ m̄d̄m̄ē and l̄r̄ḡē m̄n̄m̄āt̄ē d̄ē t̄ c̄t̄atē aḡēc̄ē r̄ēp̄r̄nḡ t̄em̄ t̄ c̄ā c̄r̄ r̄ēc̄at̄n̄ c̄c̄t̄t̄ē c̄c̄en̄ t̄c̄c̄ē c̄en̄at̄ē c̄c̄c̄d̄ c̄āē c̄ēn̄ r̄ēd̄c̄ed̄ or̄ ēl̄m̄n̄at̄ed̄ or̄ t̄ē c̄m̄āter̄ ent̄t̄ē c̄t̄ē c̄erē c̄c̄r̄c̄at̄ed̄ f̄r̄m̄
 - T̄ē c̄t̄atē c̄c̄c̄c̄d̄ c̄c̄r̄t̄ r̄ēd̄c̄ē and ēl̄m̄n̄at̄ē t̄ēc̄ē c̄n̄m̄t̄ c̄c̄c̄c̄ c̄āē t̄ē ēc̄c̄t̄ c̄c̄d̄c̄c̄raḡnḡ c̄c̄n̄t̄ar̄ c̄n̄c̄c̄d̄at̄n̄ c̄m̄er̄ḡē and̄ n̄t̄er̄c̄n̄n̄ēc̄t̄n̄ c̄c̄ m̄n̄m̄āc̄t̄t̄ c̄c̄m̄ē
- **Create an orphan road program whereby the state improves those roads to N.C. Department of Transportation standards before municipalities assume maintenance responsibilities.**
 - c̄c̄c̄c̄at̄ed̄ c̄r̄c̄an̄ r̄oad̄ arē t̄c̄c̄c̄ām̄ c̄reat̄ed̄ c̄c̄en̄ ā c̄t̄reet̄ n̄ ā c̄c̄c̄c̄c̄c̄n̄ m̄n̄t̄ c̄c̄c̄t̄ t̄ c̄t̄atē or̄ m̄n̄m̄āc̄t̄and̄ard̄ and t̄ē d̄ēc̄ēr̄ c̄ām̄ āc̄ā c̄t̄c̄c̄t̄ an̄ aḡr̄ēm̄ent̄ or̄ m̄nt̄n̄ēc̄ē
 - T̄ē āc̄and̄n̄ed̄ r̄oad̄ c̄an̄ l̄ēāē c̄c̄m̄ēc̄n̄er̄ n̄ t̄ē c̄c̄c̄c̄ or̄ t̄ē c̄c̄t̄ c̄c̄ m̄nt̄n̄ēc̄ē
 - c̄c̄r̄ c̄t̄ē and t̄c̄n̄c̄t̄ēc̄ē āc̄and̄n̄ed̄ r̄oad̄ c̄an̄ c̄er̄c̄ē āā ā d̄eter̄r̄ent̄ t̄ c̄c̄n̄t̄ar̄ an̄n̄ēc̄at̄n̄ aḡr̄ēm̄ent̄ ēc̄en̄ ā c̄t̄ē r̄ēd̄nt̄ c̄ēē m̄n̄m̄āc̄er̄c̄ē

- **Preserve authority for extraterritorial jurisdiction to ensure that growth is well-planned and investments by homeowners and business owners are protected.**
 - A community's land use planning tools and infrastructure investments are made that take the local economic growth
 - Protecting communities from inappropriate development is an important feature of TAA 2022 that is 100% contained in North Carolina zoning restrictions to be reiterated being on cartilage shed
 - Protecting neighborhoods from inappropriate development is the same as residents' homes and property.
- **Protect the ability of municipal elected officials, acting on behalf of local voters, to determine election formats, districts and other election matters currently under their purview.**
 - Elected municipal officials are best positioned to understand the local context and the issues that should be added to local election matters
 - In many areas residents prefer to add information on the ballot to the local government
 - Elected municipal officials are in the community every day and are able to interact

MEMO

To: Mineral Springs Town Council
From: Rick Becker
Date: December 19, 2024
Subject: Budget Amendment 2024-01

Three budget departments will need additional spending authority for FY2024-25: Community Projects, Planning and Zoning, and Street Lighting.

There has been an additional expenditure in Community Projects that was not anticipated in the FY2024-25 budget: repair of the greenway parking lot involving addition of aggregate base course and finish gravel and associated regrading at a cost of \$8,500.00.

In Planning and Zoning, Council has authorized expenditures for the services of a consulting engineer for ordinance and plan review. Expenditures for FY2024-25 are estimated at \$3,730.00.

In Street Lighting, Duke Power has once again increased charges in the “SL” billing schedule by an amount greater than we anticipated when preparing the FY2024-25 budget. Another \$250.00 is estimated to be required to cover this increase.

I am recommending that Council adopt Ordinance O-2024-03, which approves Budget Amendment 2024-01, to transfer \$12,480 from “Capital Outlay” to cover these additional operating expenditures.

REVENUES

\$ 428,975

TOTAL INCOME

\$ 428,975

Property Taxes		\$ 85,780
Current Year	\$ 85,380	
Prior Years	\$ 400	
Interest		\$ 47,195
Other Income		\$ 1,000
Festival	\$ -	
Miscellaneous	\$ 1,000	
Sales Tax		\$ 280,850
Alcoholic Beverage	\$ 13,500	
Electricity	\$ 209,000	
General Sales & Use	\$ 38,400	
Natural Gas Excise	\$ 1,450	
Telecommunications	\$ 2,000	
Video Programming	\$ 16,500	
Vehicle Taxes		\$ 8,650
Zoning Fees		\$ 5,500

EXPENDITURES

\$ 428,975

ADMINISTRATIVE & GENERAL GOVERNMENT

\$ 379,159

Advertising		\$ 1,200
Attorney		\$ 7,200
Audit		\$ 5,230
Charities & Agencies		\$ 12,575
Community		\$ 32,988
Beautification, Maintenance	\$ 6,800	
Special events	\$ 2,000	
Festival	\$ -	
AMG	\$ -	
Misc	\$ 2,000	
Communication	\$ 8,688	
Newsletter	\$ 2,500	
Soc. Media	\$ 4,188	
Other	\$ 2,000	
Park & Greenway Maint	\$ 15,500	
Contingency		\$ 3,000
Elections		\$ -
Employee Overhead (FICA, work comp, bonds)		\$ 43,600
Fire Protection		\$ 12,000

Office			\$	196,638		
Salary: Clerk		\$	47,990			
Salary: Deputy Clerk/Assistant		\$	14,400			
Salary: Finance Officer		\$	44,292			
Salary: Mayor		\$	6,000			
Salary: Council		\$	14,400			
Dues		\$	7,900			
Insurance		\$	5,000			
Records Management		\$	5,956			
Equipment & durable items		\$	2,400			
Supplies		\$	4,000			
Postage (General)		\$	1,000			
Telephone, Internet		\$	8,200			
Reserve/Misc		\$	500			
Town Hall Maintenance		\$	30,000			
Supplies	\$	2,000				
Services	\$	28,000				
Utilities		\$	4,600			
Planning				\$	54,178	
Zoning Ord. & Planning		\$	3,000			
Zoning Administration		\$	47,178			
Salary	\$	41,448				
Contract	\$	5,730				
Land Use Planning		\$	3,000			
Reserve/Misc		\$	1,000			
Street Lighting				\$	2,150	
Tax Collection				\$	1,800	
Contract (Union County)		\$	1,800			
Misc.		\$	-			
Training				\$	3,000	
Boards		\$	1,000			
Officials		\$	1,000			
Staff (Clerk, TC, FO)		\$	1,000			
Travel Expenses				\$	3,600	
CAPITAL					\$	49,816
Capital Outlay				\$	49,816	

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE TO ESTABLISH A BUDGET
FOR FISCAL YEAR 2024-2025
O-2023-09
Reflecting Amendment 2024-01**

BE IT ORDAINED by the Council of the Town of Mineral Springs, North Carolina, the following:

Section I. Appropriations. The following amounts are hereby approved in the General Fund for the operation of the Town government and its activities for the fiscal year beginning 7/1/2024 and ending 6/30/2025, in accordance with a Chart of Accounts to be established for the Town:

ADMINISTRATIVE & GENERAL GOVERNMENT:	\$379,159.00
Advertising	\$1,200.00
Attorney	\$7,200.00
Audit	\$5,230.00
Charities and Agencies	\$12,575.00
Community Projects	\$32,988.00
Contingency	\$3,000.00
Employee Overhead	\$43,600.00
Fire Protection	\$12,000.00
Office and Administrative	\$196,638.00
Planning and Zoning	\$54,178.00
Street Lighting	\$2,150.00
Tax Collection	\$1,800.00
Training	\$3,000.00
Travel	\$3,600.00
CAPITAL:	\$49,816.00
Capital outlay	\$49,816.00
TOTAL APPROPRIATIONS:	\$428,975.00

Section II. Estimated Revenues. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning 7/1/2024 and ending 6/30/2025:

Property taxes	\$85,780.00
Interest	\$47,195.00
Other income	\$1,000.00
Sales taxes	\$280,850.00
Vehicle taxes	\$8,650.00
Zoning fees	\$5,500.00
TOTAL ESTIMATED REVENUES:	\$428,975.00

Section III. Property Tax Levy. A tax in the amount of \$0.021 per \$100.00 of assessed valuation is hereby levied on property within the Town of Mineral Springs which was listed for property taxes in Union County, North Carolina as of January 1, 2024.

ADOPTED this 13th day of June 2024. Witness my hand and official seal:

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE BUDGET OF
THE TOWN OF MINERAL SPRINGS
FOR THE FISCAL YEAR 2024-2025
O-2024-03**

WHEREAS, NC G.S. 159-15 authorizes a municipal governing board to amend the annual budget ordinance at any time after the ordinance’s adoption;

NOW, THEREFORE BE IT ORDAINED by the Council of the Town of Mineral Springs, North Carolina, the following:

SECTION 1. Appropriations and Amounts. Amendment #2024-01:

INCREASE		DECREASE	
Street Lighting	\$250	Capital	\$12,480
Community Projects	\$8,500		
Planning	\$3,730		
Total	\$12,480	Total	\$12,480

SECTION 2. Effective Date. This ordinance is effective upon adoption.

ADOPTED this 9th day of January, 2025. Witness my hand and official seal:

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

TOWN OF MINERAL SPRINGS

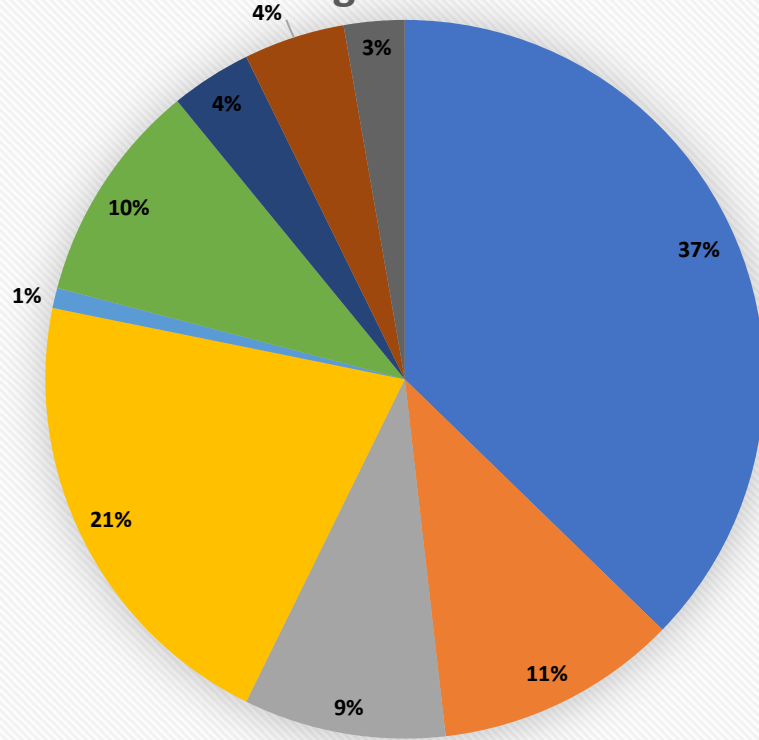
2024 Zoning & Planning Report

Prepared by Zoning Administrator Vicky Brooks
Presented to Town Council in January of 2025

Zoning Permits Issued	Type	41
	Upfit Only	10
	New Residential	11
	Replacement Home	2
	Additions	18
Foundation Permits Issued	Type	12
	New Residential	12
Certificates of Zoning Compliance Issued	Type	10
	New Residential / * Replacement Homes	10
Location of New Homes	Address	Subdivision
	1807 Shannon Road*	Shannon Ranchettes
	5509 Bow Hill Drive	Western Union Park
	6315 McNeely Road	Chandler Woods
	2914 Nablus Drive	Pleasant Ridge
	6305 Wolf Creek Circle	Harrington Hall
	6613 Forest Green Drive	Forest Green
	2922 Nablus Drive	Pleasant Ridge
	6809 Pleasant Grove Road*	N/A
	5407 Pleasant Grove Road	N/A
	4524 Raymond Austin Road	Ormand Austin & Sadie....
Commercial Permits Issued	Tower Co-Location/change of use/addition	11
Sign Permits Issued		1
Fence Permits Issued		4
Accessory Permits Issued	Swimming pools, sheds, solar panels, detached garages, etc.	23
Special Use Permits	Type	5
	1. Accessory Dwelling	
	Notes	
	Board of Adjustment approved in February 2024	
	2. Commercial Building Size	
	Notes	
	Board of Adjustment approved in May 2024	
	3. Gravel Parking Lot for a Recreational Facility	
	Notes	
	Board of Adjustment approved in May 2024	

	4.	Banquet, Events Facility	
		Notes	
		Board of Adjustment approved in August 2024 Conditional – Union County Noise Ordinance must be adhered to.	
	5.	Lawn & Landscaping Services	
		Notes	
		Board of Adjustment approved September 2024	
Zoning Violations		Type	3
	1.	Construction of an accessory structure without a permit	
		Notes	
		Permit issued	
	2.	Junk vehicles	
		Notes	
		Removed	
	3.	Junk vehicles	
		Notes	
		Ongoing	
Planning Board Activity		Reviewing the Comprehensive Plan	

Zoning in 2024



- Zoning Permits
- Accessory Permits
- Fence Permits
- Foundation Permits
- Sign Permits
- Zoning Violations
- Zoning Compliance
- Commercial Permits