

The regular meeting of the Village of Cedar Rock was held at Cedar Rock Country Club at 11:30 a.m. on March 15, 2022.

Attendance: Present were Mayor Bob Floyd, Ernie McAteer, Bill Griffin, Howard Edwards, Mike Shows and Pamela Mayberry.

Call to Order: Mayor Bob Floyd called the meeting to order.

Adopt Agenda: Howard Edwards made a motion to adopt the agenda; Ernie McAteer seconded; agenda approved.

Approval of Minutes: Bill Griffin made a motion to adopt the Minutes; Howard Edwards seconded; minutes approved.

ARPA Funds – WPCOG Contract: Howard Edwards distributed to Council a contract for professional services regarding ARP Fund Management as provided by Sherry Long with WPCOG. Mr. Edwards has worked closely with Ms. Long and found her to be extremely knowledgeable. Mr. Edwards stated that these services go far beyond what anyone on the Council have either the time or qualifications to provide to our community. Bottom line the Village is receiving \$95,609.23 in funds and Ms. Long will advise how to spend these funds and will handle all Treasury reporting over a four year period for a fee of \$5,000 which will not affect our current fiscal year budget as it is payable in December of 2022. In addition, the contract offers indemnification for the Council. Mr. Edwards made a motion that the Contract be accepted by Council; Ernie McAteer seconded the motion; motion was approved. Ernie McAteer inquired whether these funds could be used for the erosion issue across from David Cook's property that is estimated to run between \$5,500 and \$7,500. Mr. Edwards will reach out to Ms. Long for her guidance on how the Village should proceed to include the project and qualify.

Committee Reports: Administrative: Pam Mayberry informed Council that she checked the Register of Deeds website and found that the March 1, 2004 Firearms Ordinance was never recorded. Ms. Mayberry sent out an email to all residents of the Village requesting that resident's ask their lawn care providers and other contractors to park their vehicles and trailers in the resident's driveway when possible, on Monday the 14th. Ms. Mayberry informed Council that she received responses from six residents, four that mistakenly thought the email was addressed to only them and two that appreciated the email going out, as they felt the issue needed to be addressed. **Finance:** Bill Griffin distributed financials to Council prior to the meeting and Council had no questions for Mr. Griffin. Mr. Griffin stated that he has been working with Howard Edwards in learning the ins and outs of managing the Village finances. Ernie McAteer noted Account 607 Snow Removal was under budget at \$11,090, with \$910 remaining in the account. Howard Edwards mentioned that since Bill Griffin is transitioning into Financial Officer that he needs to be added as a signer on the checking account. Mr. Edwards made a motion that Bill Griffin be added as a signer along with Mayor Bob Floyd, Pamela Mayberry and Stephen Huntley on the Village checking account; Pamela Mayberry seconded; motion approved. Mr. Edwards or Mr. Griffin will contact the bank to get the signature card updated. Mayor Bob Floyd noted that the checking account indicated a balance of \$453,728.78 and Mayor Floyd confirmed with Mr. Griffin that all line items were in budget. **Transportation:** Ernie McAteer informed Council that the contract with Zambelli has been signed by both parties for the July 3rd fireworks display with a rain date of Labor Day September 5th. Mr. McAteer informed Council that he received Diversified's time sheet for February indicating that both entrances have been mulched and both entrances have been treated. Mr. McAteer stating that while going through his files he noticed that he had a letter and Life Time Warranty documentation from RamJack for repair work to the bridge at the main entrance. He suggested that the document be stored somewhere secure. Pam Mayberry will place the original in the fire proof safe in the Village office and also upload to the Village computer for safekeeping. **Firewise:** No report. **Code Enforcement Report:** Mike Shows distributed a copy of the letter that Curt Willis sent recently to the resident regarding an outstanding civil

penalty and giving the resident until March 18, 2022, to pay the fine or Mr. Willis will begin a small claims action. Mr. Shows will ask that Mr. Willis review the lot owned by Waters that has overgrown grass.

New Business: Spring Brush Removal: Mayor Bob Floyd advised Council that he had a call recently from a new resident to the Village inquiring about a tree debris removal service. Mayor Floyd informed the resident that the Village does not currently offer the service but in prior meetings have discussed options for offering that service. Howard Edwards reminded Council of a prior meeting when Nelson Brookshire mentioned a free service for that debris removal in a Firewise meeting. Pam Mayberry recalled the service had a specific time frame for the service. Ms. Mayberry will check prior Minutes for the time frame and the services offers. Mayor Floyd will reach out to Republic Services and inquire about two different options: 1) Inquire what services Republic offers to residents for a fee for that service; and 2) Inquire what Republic would charge the Village for providing those services over a two or three day period of time.

Budget Planning Meeting: Mayor Bob Floyd suggested that Council schedule a budget meeting at 10:30 a.m. on April 19, 2022, prior to the Village's normal monthly meeting, Council agreed to the date and time.

Old Business: Village of Cedar Rock Zoning Ordinance Revision: Mayor Bob Floyd reminded Council of the Planning Board's meeting on February 25, 2022, where Alison Adams with WPCOG reviewed the proposed changes to the Zoning Ordinance in great detail. Mayor Floyd suggested that Ms. Adams attend a future Council meeting to review those proposed changes with Council as well. Mayor Floyd distributed a marked up version and a clean version of the Zoning Ordinance for Council to review in greater detail.

Public Comment: No public comments.

Meeting adjourned at 12:10 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Pamela Mayberry". The signature is written in a cursive, flowing style.

Pamela Mayberry, Village Clerk

Village of Cedar Rock Council Meeting

AGENDA

March 15, 2022

11:30 AM

Order of Business

- **Adopt Agenda**
- **Approval of the minutes**
- **ARPA (State and Local Recovery Funds) – WPCOG Contract**
- **Committee Reports**
 - Administrative – Pam Mayberry
 - Finance – Howard Edwards
 - Transportation - Ernie McAteer
 - Code Enforcement Report – Mike Shows
- **New Business**
 - Spring Brush Removal
 - Budget Planning Meeting – April 19 @ 10:30
- **Old Business**
 - Village of Cedar Rock Zoning Ordinance Revision – Review proposed WPCOG update
 - Village of Cedar Rock Land Use Plan – Review timeline
- **Public Comment**
- **Adjourn**