

The regular meeting of the Village of Cedar Rock was held at Cedar Rock Country Club at 11:30 a.m. on December 21, 2021.

**Attendance:** Present were Mayor Bob Floyd, Ernie McAteer, Bill Griffin, Howard Edwards and Pamela Mayberry. Nelson Brookshire, former Council Member attended at Mayor Floyd's request.

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

**Adopt Agenda:** Pam Mayberry made a motion to adopt the Agenda; Howard Edwards seconded; Agenda approved.

**Approval of Minutes:** Bill Griffin made a motion to adopt the Minutes; Ernie McAteer seconded; Minutes approved.

**Certificate of Appreciation:** Mayor Floyd presented Nelson Brookshire with a Framed Certificate of Appreciation for Outstanding Service on the Council. Mr. Brookshire was appreciative and told Bill Griffin that he will be working with a great group of people.

**Committee Reports: Administrative:** Pam Mayberry made a motion to adopt the Village's 2022 Meeting Schedule; Howard Edwards seconded; motion approved. Ms. Mayberry made a motion that the Council approve the following individuals for the Planning Board: Diana McClinton will replace Randy Dula; Wayne Keller will replace Nelson Brookshire and reappoint Mike McClinton for another three year term; Pam Mayberry will replace Bill Griffin for a three year term which expires December 15, 2023; seconded by Mike Shows; motion approved. Ms. Mayberry will post the schedule on the Village website and will update the Planning Board members on the website.

**Finance:** Howard Edwards distributed financials to Council prior to the meeting. Howard Edwards phoned Stephanie Shumate with Benson, Blevins & Associates so that Ms. Shumate could review the audit report with Council. Ms. Shumate reviewed the financial highlights found on page 3 of the audit showing the Village with an ending fund balance of \$324,397, which is an increase of \$17,255 in comparison with the prior year, meaning the Village is in good shape and the Village currently has no debt. Ms. Shumate then directed Council to the bottom of page 8 showing that the Village's largest expenditures were \$99,619 on paving and maintenance and \$45,280 in security and garbage pickup. Ms. Shumate then directed Council to page 25 which addressed the \$95,000 that the Village received through the American Rescue Fund. Ms. Shumate then directed Council to page 29 showing excellent tax collections with a 99.92% collection rate for the Village. Ms. Shumate stated that she felt like the Village's finances are controlled greatly with the assistance of Stephen Huntley. Ms. Shumate confirmed with Mr. Edwards that the Village has to give a stamp of approval for all expenditures. Howard Edwards and Mayor Floyd thanked Stephanie for all her hard work on the audit. Mayor Floyd asked Stephanie for clarification on a yellow book audit to which she stated any organization that spends in excess of \$100,000.00 in any given year are required to have a yellow book audit, which means more work and more expense. She further explained that their firm does not do yellow book audits. Stephen Huntley joined the meeting for two things: 1) He wanted to meet Bill Griffin and schedule a meeting to discuss his role on the Finance Committee; and 2) To inquire if Mr. Edwards has gotten an email regarding an Annual Financial Information Report (AFIR) which is required to be completed annually by October 31. Mr. Edwards stated that he had not, Mr. Huntley will work on getting the necessary documentation. Mr. Edwards informed Council that election costs were about half what the Village had budgeted and he will increase lunch budget and legal expenses. Mayor Floyd confirmed with Mr. Edwards that the checking account balance was \$453,974.74 and Mr. Edwards added that it included the ARP Funding of \$47,805.00.

**Transportation:** Ernie McAteer informed Council that the gate at the end of Champion Lane was recently installed. Mr. McAteer spoke with Tyler Sime about the speed bump on Mountain Circle Drive and Mr. Sime stated he knew someone that sells and installs, the speed bumps consist of two seven foot strips at a

cost of \$400 each and additional expense for labor installing. Ernie McAteer made a motion to approve purchase and installation of the speed bump; Mike Shows seconded; motion approved. Mr. McAteer stated that Mr. Sime's truck was broken down last week so he was unable to pick up leaves, but he is picking up this week. Ernie inquired whether the Village wants to do fireworks this year. It was agreed by Council that many residents look forward to and enjoy having fireworks. Mr. McAteer will contact other municipalities to inquire who they use for their fireworks so that he can quote with other providers to get the best price. No one was opposed to quoting the fireworks and putting into the budget if affordable. **Firewise Committee:** Nelson Brookshire stated that the committee hasn't met since the public meeting held on November. Pam Mayberry mentioned that her husband has been clearing out around the house and cleaning out gutters, she will email Mr. Brookshire with the time spent and any expenses incurred for Firewise reporting. Mr. Brookshire said he was looking forward to working with Pam Mayberry on the Firewise Committee. **Code Enforcement Report:** Mike Shows stated there were no new violations and the prior violation has been corrected. Mr. Shows asked if Pam Mayberry had received the money for the fines that were due from the resident, to which Ms. Mayberry replied she had not. Mr. Shows will check the amount due and inform Council at next month's meeting.

**New Business: Property Annexation Request:** Mayor Bob Floyd shared a map of property located across the street from number 2's green which was purchased recently by Barrett Veit. Mr. Veit had asked Mayor Floyd if the Village would consider annexing as he would like to enter the property through the Village instead of Cedar Rock Circle. Mayor Floyd stated that Mr. Veit has not made a formal request, but that Mayor Floyd wanted to give Council a heads up, so Council could make an informed decision of the pros and cons and what would be involved should the Village consider it. Howard Edwards suggested should the Village go forward that Mr. Veit bear any expenses.

**Old Business: Village of Cedar Rock Land Use Plan:** Mayor Bob Floyd stated that he did inquire whether WCOG would lower their fee for preparing a Land Use Plan for the Village, to which the WCOG stated the fee had already been greatly reduced. Howard Edwards made a motion to approve WCOG's contract for preparation of the Village's Land Use Plan; Ernie McAteer seconded; motion approved. Mayor Floyd stated that WCOG is still working on completing the changes to the Zoning Ordinance and adding wording for short term rentals and naming the Planning Board as Board of Adjustment and having appeals going before Council.

**Public Comment:** No public comments.

Meeting adjourned at 12:55 p.m.

Respectfully Submitted,



Pamela Mayberry, Village Clerk

# Village of Cedar Rock Council Meeting

## AGENDA

December 21, 2021

11:30 AM

### Order of Business

- Adopt Agenda
- Approval of the minutes
- Certificate of Appreciation – Nelson Brookshire
- Committee Reports
  - Administrative – Pam Mayberry
  - Finance – Howard Edwards
    - Audit Presentation – Stephanie Shumate, Benson, Blevins & Associates, PLLC
  - Transportation - Ernie McAteer
  - Firewise- Nelson Brookshire
  - Code Enforcement Report – Mike Shows
- New Business
  - Property annexation request – Council discussion
- Old Business
  - Village of Cedar Rock Land Use Plan – WPCOG Contract
  - Speed Control Options – Mountain Circle
- Public Comment
- Adjourn