

**Town of Eastover - Town Council Meeting  
Tuesday, December 13, 2016 7:00 p.m.  
Eastover Community Center**

**x☐ Mayor Charles G. McLaurin, Presiding; Council Members: x☐ J. Lawrence Buffaloe,  
x☐ M. Stan Crumpler, x☐ Cheryl C. Hudson, x☐ Randy P. Lee,  
x☐ Benny M. Pearce and x☐ Lee P. Hedgecoe**

**MINUTES OF MEETING – December 13, 2016**

Mayor Charles G. McLaurin, Council Members: Cheryl C. Hudson, J. Lawrence Buffaloe, M. Stan Crumpler, Benny M. Pearce, Lee P. Hedgecoe, and Randy P. Lee were in attendance at the December 13, 2016, Eastover Town Council Meeting. A quorum was present at the Town Council Meeting. Also in attendance were Attorney Tim Smith, Mr. Kim Nazarchyk, Town Manager, and Ms. Jane Faircloth, Town Clerk.

**I. Call to Order:**

Mayor Charles G. McLaurin called the December 13, 2016 meeting of the Eastover Town Council to order at 7:00 p.m. and welcomed all in attendance.

**II. Invocation/Pledge of Allegiance:**

Council Member Cheryl Hudson gave the Invocation and led in the Pledge of Allegiance.

**III. Approval of Agenda:**

Mayor McLaurin asked the Council if they had any questions concerning the Agenda. There were none. Mayor McLaurin asked for a motion to approve/disapprove the Agenda as stated.

Council Member Cheryl Hudson made a motion to approve the Agenda as stated. The motion was 2<sup>nd</sup> by Council Member Lawrence Buffaloe. The vote was unanimous for approval.

#### **IV. Public Comments:**

Ms. Dee Taylor, Community Services Manager for Cumberland County Community Development, signed up to speak. Ms. Taylor said each year they reach out to participating municipalities in their jurisdiction to receive feedback so they can prepare their annual action plan. Ms. Taylor said we are an entitlement jurisdiction where we receive community development block grant funds and home investment partnership funds to implement activities with Cumberland County geared toward helping low to moderate income families. Activities encompass home repairs for owner occupants or investor owners as well as invest funds to public services, public facilities, and water sewer projects.

Mayor McLaurin asked if the Community Development was involved in the Hurricane Matthew clean up. Ms. Taylor said yes, first an applicant must apply through Federal Emergency Management Administration (FEMA) then their insurance. If there is still an unmet need please contact the Community Development. Mayor McLaurin and the Council stated they appreciated Ms. Taylor coming out to speak and give them an update. Ms. Taylor told the Mayor and Council she appreciated their time.

#### **V. Consent Agenda:**

- 1. Consider approval of the Minutes for the November 8, 2016 Town Council Meeting.**
- 2. Consider approval of the October, 2016 Financial Reports.**
- 3. Consider approval of Eastover's Observed Holiday dates for 2017.**
- 4. Eastover Town Council Meeting Schedule for Calendar Year 2017.**

Mayor McLaurin asked the Council if they had any questions concerning the Consent Agenda. There were none. Mayor McLaurin asked for a motion to approve/disapprove the Consent Agenda as stated.

Council Member Randy Lee made a motion to approve the Consent Agenda as stated. The motion was 2<sup>nd</sup> by Council Member Stan Crumpler. The vote was unanimous for approval.

## **VI. Discussion Agenda:**

### **Agenda Item #1:**

#### **Presentation by Mr. David Maxwell from McFadyen & Sumner CPAs, PA concerning Fiscal Year 2016 Audit of the Town of Eastover.**

Mr. Maxwell stated the bottom line is the Town of Eastover has a clean audit. There were no deficiencies or areas of concern. The town ended the year with \$3,055,000 in the bank which is up \$624,000 over the previous year, meaning cash flow is positive. The Town's revenue is a total of \$1,611,000, which is up \$25,000 from the previous year. The largest source of revenue is sales tax at \$701,000 followed by property tax at \$641,000. Powell Bill money from the Department of Transportation is about \$76,000 per year for street funds. Expenditures amount to \$974,000. The largest expenditure and expenses are for public safety and the fire department. The second largest expenditure is general government.

Mr. Maxwell stated there was a management letter in the audit that included recommendations to overcome inherent risks because of the lack of segregation of duties due to the Town of Eastover being so small. Mr. Maxwell said the Council already practices these recommendations such as being faithful in attendance at Council meetings, reviewing the interim financial review, and participating in the budget process. Mr. Maxwell said the Town of Eastover has strong internal controls, policies, and procedures. He said this was an exceptional audit.

Mayor McLaurin asked for a vote to accept/deny the audit as presented. Council Member Lee Hedgecoe made a motion to accept the audit as presented. Council Member Randy Lee 2<sup>nd</sup> the motion. The vote was unanimous for approval.

Mr. Nazarchyk stated in 2013 the Council established the Capital Reserve Fund to last for five years expiring in 2018. The Council set aside \$85,000 minimum to go to capital reserve each year. Historically the Council has moved \$200,000.00 each year. The Resolution passed had a CAP of \$900,000; he would request the council to transfer a total of \$200,000 to bring the total to \$900,000 plus interest which is approximately \$340.

Mayor McLaurin asked for a motion to increase the Capital Reserve CAP to \$1,000,000. Council Member Cheryl Hudson made a motion to increase the Capital Reserve CAP to \$1,000,000 and to transfer \$300,000 to the Capital Reserve Account for a balance of \$1,000,000. The motion was 2<sup>nd</sup> by Council Member Randy Lee. The vote was unanimous for approval.

**Agenda Item #2:**

**Presentation by Mr. Kim Nazarchyk concerning the Agreement to Enforce the Minimum Housing Code.**

Mr. Nazarchyk stated the Council had previously adopted Cumberland County's Ordinance concerning the Minimum Housing Code. The Town Attorney said Eastover needed an Interlocal Agreement that is specifically for the Minimum Housing Code. The Minimum Housing Code is concerning the condition of a unit someone is living in. This Agreement will give Cumberland County the right to enforce this ordinance within the Town of Eastover. Mr. Nazarchyk stated the County Commissioner's Policy Committee had a meeting and the Agreement passed on December 1<sup>st</sup> unanimously. The Agreement will not go before the Cumberland County Board until Jan 3 or Jan 17 meeting.

Mayor McLaurin asked for a motion to approve/disapprove the Agreement to Enforce the Minimum Housing Code. Council Member Lawrence Buffaloe made a motion to approve the Agreement to Enforce the Minimum Housing Code. The motion was 2<sup>nd</sup> by Council Member Cheryl Hudson. The vote was unanimous for approval.

**VII. Receive Mayor's Update:**

Mayor McLaurin stated the World War II Memorial Dedication was a huge success. Council Member Randy Lee, Council Member Cheryl Hudson, and Mr. Tom Melvin did an excellent job. Mr. Tom Melvin stated he appreciated the opportunity to participate. He said the World War II Veterans and the cooperation from all involved was amazing. Mayor McLaurin congratulated them for a job well done.

Mayor McLaurin said he will be visiting Disney World for his 25th wedding anniversary and he will need help with preparing for the Flea Drop. He will not return until Dec 29<sup>th</sup>. Mayor McLaurin said he knows entertainment needs to be scheduled for the Flea Drop.

Mayor McLaurin stated the Eastover Fire Department's Christmas party was a great success. Ms. Ann Buffaloe, Council Member Randy Lee and wife, and Mayor McLaurin and wife attended.

First Lady of Eastover, Ms. Shirley McLaurin, passed out a bag of goodies for the Council and staff of the Town of Eastover. Mayor McLaurin stated they went to Bear Creek and wanted to share the experience.

Mayor McLaurin stated Merry Christmas to ALL!

**VIII. Receive Town Council Update:**

Cheryl Hudson stated the donations have been coming into Eastover for the Community Foundation Grant. Eastover Civic Club donated the profit of \$4,602.29 from Heritage and Hero's day and personal donations for a total collected of \$8,402.29. Eastover has until April to collect the approx. \$1,600 to reach the goal of \$10,000. Once Eastover reaches the \$10,000 the Cumberland Community Foundation will match the \$10,000 for a total of \$20,000. Forms for donations can be picked up from Council Member Cheryl Hudson, at the Eastover Town Hall, or donations can be made online.

**IX. Receive Town Managers Update:**

None.

**I. Consider a Motion to Adjourn:**

Mayor McLaurin asked for a motion to adjourn.

A motion to adjourn was made by Council Member Lawrence Buffaloe at 7:40 p.m. The motion was 2<sup>nd</sup> by Council Member Stan Crumpler. The vote was unanimous for approval.

\_\_\_\_\_, Administrative Assistant  
**Elizabeth S. Bass**

**Town of Eastover**

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**Charles G. McLaurin, Mayor**

**Attest:** \_\_\_\_\_, Town Clerk  
**Jane F. Faircloth**