



# VILLAGE OF MARVIN

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## VILLAGE COUNCIL REGULAR WORK SESSION MEETING

January 25, 2018 – 9:00 a.m. Village Hall

### Agenda

#### 1. ADOPTION OF AGENDA

#### 2. CONSENT AGENDA

##### a. Adopt Regular Meeting Minutes\*

- ~~July 11, 2017~~ *(revised)*
- ~~July 27, 2017~~ *(revised)*
- ~~August 8, 2017~~ *(revised)*
- ~~August 14, 2017~~ *(revised)*
- ~~August 24, 2017~~
- ~~August 31, 2017~~ *(revised)*

#### 3. UNFINISHED BUSINESS

##### a. Discussion and Consideration of Council Retreat

##### ~~b. Discussion and Consideration of Development Manual and Pre Meeting Process\*~~

##### ~~c. Discussion and Consideration of NC 16 Widening and Bicycle/Pedestrian Accommodations and Village Commitment\*~~

##### ~~d. Discussion and Consideration of Standardization of Trails\*~~

##### e. Discussion and Consideration of Sports Clinics at Marvin-Efird Park

##### f. Discussion and Consideration of Revised Text Amendments to 151.051 Temporary Structures and Uses

##### g. Administrator Resumes

##### h. Transcription Service

#### 4. UPDATE OF VILLAGE HALL

#### 5. UPDATE ON SUBDIVISION ROADS

#### 6. COUNCIL COMMENTS

#### 7. ADJOURNMENT

\*Revised at the meeting

**VILLAGE OF MARVIN**  
Council Special Meeting Minutes  
January 25, 2018  
10004 New Town Road, Village Hall

Mayor Pollino called the meeting to order at 9:00 a.m.

Quorum was determined with the following members in attendance: Mayor Joe Pollino, Mayor Pro Tem Nick Dispenziere, Councilman Robert Epps, Councilman Ron Salimao, and Councilwoman Kim Vandenberg.

The following Staff was present:  
Christine Robertson, Acting Administrator

**ADOPTION OF AGENDA**

Councilman Salimao requested "*Update of Subdivision Road Projects*" be added after Update of Village Hall.

Mayor Pollino requested adding (g), "*Administrator Resume Update*" and (h), "*Transcription of Minutes*" to Unfinished Business.

Mayor Pollino requested Meeting Minutes be tabled until the next regular meeting.

**Motion:** Mayor Pro Tem Dispenziere made a motion to approve the Agenda as amended.  
**Vote:** The motion passed unanimously.

**UNFINISHED BUSINESS**

a. Discussion and Consideration of Council Retreat

Members confirmed the date and time and decided to hold it at Village Hall instead of Firethorne.

Members discussed adding Agenda items for: Possible revisions to the Rules and Procedures and Mission Statement, Code Enforcement with Mr. Durst included in the discussion, Trails and Greenways Budget, the Land Use Plan, and Ordinance Review. Ms. Robertson confirmed she would add them to the Retreat Agenda.

b. Discussion and Consideration of Development Manual and Pre-Meeting Process

Before any conversation began, Mayor Pollino pointed out he invited the Jacksons to the meeting for this topic because Mr. Jackson was a property owner who had questions about what the process would entail. He came to listen and decide how to move forward.

Councilman Epps stated he broached this subject because he had seen and experienced issues with property owners and wanted to clarify the process. In his mind, he believed it should be straightforward. Property owners would work with an engineer who reviewed the Ordinances and developed a plan and then the engineer or property owner would start the process, where permits would be researched. He thought Ms. Shkut had come up with some verbiage for this.

Mayor Pollino said there was discussion about developers or property owners initially meeting with the Planner and wondered how much authority should be given to the Planner. He questioned when developers or property owners would come before the Council so as to not waste their or the Council's time.

Councilman Salimao hoped the Administrator could tell if a plan would work or not and tell a potential developer.

Councilman Epps asked Ms. Robertson if this was something she would be comfortable asking Ms. Carnow to do and Ms. Robertson told him yes. Mayor Pollino suggested initial inquiries start with the Planner and members agreed.

Members then discussed the process following a meeting with the Planner and agreed if it was not in the Ordinances, it would be brought before the Council for their consideration before going to the Planning Board. If it was in the Ordinances, it would go to the Planning Board.

Mayor Pollino suggested having Ms. Carnow come to the Council meeting early on the Agenda if there was something to discuss and Ms. Robertson agreed.

Discussion then turned to cluster developments with smaller single-family lots but more open space. Mayor Pro Tem Dispenziere stated the Conservation District was removed from the Land Use Plan because the Council was not interested in it. Members all agreed it needed to be readdressed.

The conversation returned to the process and Mayor Pollino asked that Ms. Carnow review the ideas and checklist to see if they made sense or were out of the ordinary. Councilwoman Vandenberg suggested having Ms. Carnow review the ideas and draft a comprehensive checklist.

Mayor Pro Tem Dispenziere stated having a checklist was a good idea for both the Village and developers. Councilman Epps agreed, saying this way it was the procedure and not the person saying no to prospective developers.

Ms. Robertson asked if Council wanted this for the Feb 13<sup>th</sup> meeting and Councilman Epps affirmed since it was not complex issue and was just defining the process.

Mayor Pollino asked the Jacksons where they were at and Mr. Jackson answered they had met with an engineer and gotten a design but were told their plan would not work because of the cluster-type homes. He stated they were kind of lost at this point. Mayor Pollino suggested Mr. Jackson meet with Ms. Carnow who was experienced and just needed to learn the nuances of the Village.

Ms. Robertson stated she would have Ms. Carnow listen to the tape so she would have knowledge of the process discussion. Mr. Jackson said he would give her some time before approaching her.

c. Discussion and Consideration of NC 16 Widening and Bicycle/Pedestrian Accommodations and Village Commitment

Mayor Pollino stated he went to the Union County meeting and they had chosen Option 1 on both sides but were willing to work with both Waxhaw and Marvin. He continued that Parks, Recreation, and Greenways had held their meeting and John Baresich told him because of all the unknowns, they were leaning toward Option 1 as well.

Mayor Pollino said he was told Waxhaw wanted Option 2 and had asked DOT for the costs and were given an option-out deadline where they could revert back to Option 1.

Councilman Epps stated he was disappointed Parks, Recreation, and Greenways had not given their overall view on whether any of the options would benefit Marvin residents. Mayor Pollino said because there were a lot of unknowns, they favored the basic option.

Councilman Salimao asked if they could back out like Waxhaw and Mayor Pollino responded if the Village was also afforded an option-out deadline, they should research the Option 2 cost as they could always decide against it.

Councilman Epps asked that when the time came to make a decision, all concerns were listed on one sheet of paper for the Council to review and base its decision off of.

Councilman Salimao asked Ms. Robertson if there was money they could reallocate to trails and roads. She reviewed the fund balance and pointed out categories where they had allocated money from in the past to different things. She said there was \$415,000 in Unassigned, which was last year's and this year's excess. Councilman Epps asked if that included the capital project road money and she answered it had already been removed and this was the remaining savings. Members then had a brief discussion regarding the budget.

Mayor Pollino stated he would contact Steve, Dennis, and DOT regarding the option-out date, who was offering it, and if the Village of Marvin was eligible for it.

d. Discussion and Consideration of Standardization of Trails

Councilwoman Vandenberg stated Parks, Recreation, and Greenways still wanted direction on this. Councilman Salimao stated there was something previously approved by that Board on what the different types of trails should look like. Councilman Epps asked Ms. Robertson to research it and she agreed.

Ms. Robertson stated she found the schedule of bonds for Amber Meadows and they had not received all of their money back. She and Ms. Carnow were looking for the final plat because the requirement was written on it.

Mayor Pollino stated there was an obvious disconnect between natural trail and what the developers had installed.

Councilman Epps indicated he would speak to the developers but asked for direction on what to tell them.

Councilwoman Vandenberg asked Ms. Robertson to have Mr. Durst send someone to shovel test Tullamore's trail to see how it was made so they could tell the developers and Ms. Robertson affirmed she would.

**Motion:** Mayor Pollino made a motion to suspend the rules to return to the NC 16 Widening and Bicycle/Pedestrian Accommodations and Village Commitment item.  
**Vote:** The motion passed unanimously.

Mayor Pollino asked that the Council return to the NC Widening section because Stony Rushing was in the audience.

Commissioner Rushing stated Union County chose Option 1 because he was told NCDOT would install bike lanes on both sides of the road for free when they widened the road. He said the cost of right-of-way purchases would increase due to the additional land needed but this was the reason Union County chose Option 1.

Councilman Epps pointed out this had not been listed as an option but Commissioner Rushing replied this was how Mr. Bjorn Hansen explained it to him. Mr. Hansen had told him the bike lanes were part of the road and Commissioner Rushing thought it would be a definite improvement at no additional cost.

Mayor Pro Tem Dispenziere inferred the addition of the bike lane negated the need for the multi-use lane. Commissioner Rushing explained Union County did not have a budget for sidewalk maintenance and might have to enter into an agreement with Marvin or Waxhaw for that.

Mayor Pollino said his understanding from the Waxhaw Mayor was they wanted to research the cost prior to the option-out date. He had made a note to himself to research if the Village would also be given an option-out date to do cost research.

Commissioner Rushing said his understanding was the two included bike lanes took the least amount of land. Councilman Salimao asked if they could just do lanes on one side of the street and Commissioner Rushing said he did not know and it would be up to the State.

Councilman Epps asked if Union County had made a decision and Commissioner Rushing answered they had chosen Option 1.

Mayor Pollino asked if Union County would go along with Option 2 if the Village of Marvin and Waxhaw chose it. Commissioner Rushing answered Union County would not stop it from happening because it was not a cost issue but rather a maintenance one.

Mayor Pollino stated he wanted all information before a decision was made and Commissioner Rushing suggested he call Mr. Hansen.

e. Discussion and Consideration of Sports Clinics at Marvin-Efird Park

Mayor Pollino stated Parks, Recreation, and Greenways wanted some clarification from the Council.

Councilman Epps said he thought they were keeping it a passive park. He stated he was okay saying no to allowing anything because he was afraid someone would see something going on, assume it was okay, and then start using the park for it.

Members had a brief discussion about limits on age, sports, and time.

Councilwoman Vandenberg stated she would speak with Parks, Recreation, and Greenways about it again.

f. Discussion and Consideration of Revised Text Amendments to 151.051 Temporary Structures and Uses

Ms. Robertson explained the revisions were unavailable, so this item was tabled until the next meeting.

g. Administrator Resume Update

Ms. Robertson added a resume to the group she had sent the Council. She then asked what the next steps would be.

Councilman Epps suggested members make a rating list of the candidates, which Ms. Robertson thought would be helpful. Interviews would then be set up based on how the ratings fell.

Members then discussed interviewing and decided the Council would call for a closed session and all members and Ms. Robertson would interview a candidate.

#### h. Transcription of Minutes

Ms. Robertson explained the transcription company had different levels of detail and reviewed them with the Council. Members voiced their preferences.

Councilman Epps asked if there was a cost benefit and Ms. Robertson said Staff was several months behind, so they could use the company to catch up and then see if it made sense to use them moving forward. A brief discussion ensued about removing this task from Staff's workload.

Mayor Pollino said he thought the goal was to move from verbatim toward just a summary of what was said.

#### **UPDATE OF VILLAGE HALL**

Ms. Robertson stated the driveway permits were moving ahead.

She had samples of the interior Robin had selected based on input she had received. Members reviewed the options and Councilwoman Vandenberg asked who she could get in touch with about the carpet. Ms. Robertson said she would give her the contact's information at the end of the meeting. Councilman Epps clarified that members were okay with Councilwoman Vandenberg making the carpet choice and members affirmed.

Ms. Robertson had the general document bid package and the pre-bid package draft letter from the architect. The architect also told Staff they could assist with creating a list of companies to send the package to and invite to the pre-bid meeting. Ms. Robertson said she would follow the architect's guidelines.

Councilman Salimao asked Ms. Robertson to get the dates and add the item to the Retreat Agenda for discussion. She told members DOT and the architect were having a pre-bid meeting and she would ask them about filling in dates.

Councilwoman Vandenberg stated she thought material was still being dumped at the lot and was concerned about the cost of removal.

Ms. Robertson told her Deputy Swan thought he knew where it came from but the developer did not return his phone calls.

Councilman Epps said there were identifiable materials. Ms. Robertson asked if Deputy Swan should talk to him and Councilman Epps agreed.

Mayor Pollino stated he thought putting something about illegal dumping in the newsletter would be helpful and encourage residents to write down the license plate number and car description.

## **UPDATE OF SUBDIVISION ROAD PROJECTS**

Ms. Robertson told the Council she had sent the check and signed agreements to DOT.

She then stated she had not sent the letter to the HOAs and asked Councilman Salimao to clarify the number of homes in Weddington Chase and Oak Brook. Members recommended giving the HOAs a hard deadline to send their checks in by.

She said there had also been a number of homeowners visiting Village Hall who wanted to annex in

Councilwoman Vandenberg asked if there was a list from the engineer with the order of roads with a cutoff for which roads should be redone. Councilman Epps told her there was a spreadsheet and Mayor Pollino stated John Underwood at AMT had the list. Ms. Robertson said she would find it.

Councilman Epps then explained the process DOT and AMT used to determine which roads and in what order to Councilwoman Vandenberg.

Mayor Pollino explained there were DOT and Marvin road standards for developers and members briefly talked about road standardization for neighborhood roads and DOT.

Councilman Epps said negotiation happens because the Council wanted the best value, which could change annually due to DOT's budget. Councilman Salimao and Councilman Epps then explained how the number of lots affect the road budget.

Councilman Epps then told Councilwoman Vandenberg if she ever wanted to sit down with Mr. Underwood for an hour, it would be worth it. She told him she felt much better about it and assumed they would continue the discussion at the Council retreat, but if she still had questions after that, she would meet with John.

## **COUNCIL COMMENTS**

Councilman Epps said it was a good, productive, and positive meeting and he liked the early hour. He challenged everyone to get through the meetings quicker and stated he thought they could. He then he thanked the other members and Ms. Robertson.

Councilwoman Vandenberg seconded it was a good meeting and said while it was not under an hour, she believed they would get there. She also thanked everyone.

Councilman Salimao stated they should continue challenging themselves to get the meeting done as quickly as they could and be productive. He then said he thought it was a good meeting.

Mayor Pro Tem Dispenziere said he thought it was the best meeting they had had in a while. They had done the Village's business and gotten through everything.



Mayor Pollino agreed it was a good meeting and thought they should continue not adding things to the Agenda and clean stuff up.

He then mentioned he and Mayor Pro Tem Dispenziere had gone to the Waxhaw meeting, where it was disclosed a Waxhaw-Marvin Road corridor study was approved by CRTPO and would be conducted by Councilwoman Kimley-Horn.

Mayor Pro Tem Dispenziere stated his impression was the study would entail how much development the road could handle in addition to the 2,000 new homes slated for MillBridge. He said he and Mayor Pollino expressed concern the study ended at Bonds Grove Church Road as the Village of Marvin and its roundabouts would be affected.

Mayor Pollino said he had commented the study should go to New Town Road and was adamant that before a shovel hit the ground to any of that, all three roundabouts should be in place. He said Mayor Maher clarified he wanted the study extended but CRTPO would not. Mayor Pollino stated he was concerned because the traffic did not stop at the municipality line.

Mayor Pollino stated he would bring Ms. Carnow up to speed as she could not make the meeting.

Mayor Pollino continued that a red light at the intersection of Bonds Grove Church Road and Providence Road was needed and Waxhaw wanted Marvin to participate in the cost. He said Councilwoman Kimley-Horn did some drawings of creating a safer right at Bonds Grove and Waxhaw-Marvin to improve it.

Councilwoman Vandenberg clarified where the study was being done and Mayor Pollino explained it would be all of Bonds Grove Road to Waxhaw-Marvin Road and into Waxhaw past St. Matt's and Southampton. Mayor Pollino stated the study should have been Waxhaw-Marvin Road all the way to New Town Road but that Mayor Maher had asked for that but was told no by CRTPO.

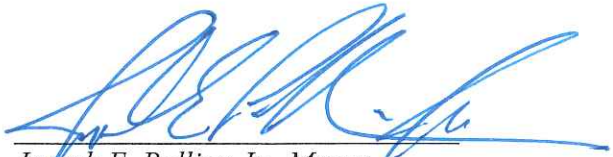
Mayor Pollino transitioned the conversation to the MailChimp mail list and stated Staff still could not find it. He explained he had recently met the new Tullamore President and told him he wanted more transparency by having residents sign up for the list. Mayor Pollino said he thought the most effective way to get their message out to the community was through the HOA Presidents. He said perhaps they could also include a member of the HOA Boards to a meeting quarterly or annually.

Mayor Pollino then wrapped up by saying he appreciated everyone coming out and thought it was a good meeting.

#### **ADJOURNMENT**

**Motion:** Mayor Pro Tem Dispenziere made a motion to adjourn.  
**Vote:** The motion passed unanimously.

Adopted: 5.8.18

  
Joseph E. Pollino Jr., Mayor

  
Barbara R. Blackwell, Clerk

