



# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

## VILLAGE COUNCIL AND PR&G BOARD JOINT MEETING MINUTES

Tuesday, November 30, 2021 – 9am  
Village Hall, 10004 New Town Road  
Joint Meeting (Virtual Meeting)

### AGENDA ITEMS

**1. Call to Order & Determination of Quorum**

Mayor Pollino and Chairman Baresich called the meeting to order at 9:02am and determined that a quorum was present.

**Village Council & Staff**

**Present:** Mayor Pollino, Mayor Pro Tem Vandenberg, Councilman Lein,

**Present Virtually via Webex:** Councilman Marcolese

**Absent:** Councilman Wortman

**Staff Present:** Christina Amos, Austin W. Yow, Hunter Nestor, Jamie Bays, Derek Durst

**PR&G Board**

**Present:** Chairman Baresich, Vice-Chair Culp, Bob Nunnenkamp

**Present Virtually via Webex:** Dan Wilson

**Absent:** None (1 Vacant Seat)

**2. Consider Allowing Councilmembers and Board Members to Participate Remotely**

**MOTION:** Mayor Pro Tem Vandenberg moved to allow Councilmembers and Board Members to participate remotely.

**VOTE:** The motion passed unanimously, 3-0.

**3. Adoption of the Agenda**

Mayor Pro Tem Vandenberg requested to make the following changes:

- Add Item #6 “Discuss and Consider Amending Manual of Fees and Charges to Modify Professional Pass and Facility Rentals Fees”
- Add Village Council Business Item #1 “Discussion of Government/Non-Profit Communication Requests”
- Add Village Council Business Item #2 “Discuss and Consider Adoption iPad Usage Policy”

**MOTION:** Mayor Pro Tem Vandenberg moved to adopt the agenda as amended.

**VOTE:** The motion passed unanimously, 3-0.

**MOTION:** Bob Nunnenkamp moved to adopt the agenda as amended. Vice-Chair Culp seconded the motion.

**VOTE:** The motion passed unanimously, 4-0.

**TIME STAMP 3:30**

**4. Discussion of Annual Tree Lighting & Santa Parade**

Derek Durst, Public Facilities Manager, informed the Council and Board that the preparations are proceeding for both the parade and the tree lighting. He explained that the parade would begin at 3pm and end by 4:30pm at Marvin Efirid Park. He then explained the timeline of planned events for the tree lighting. The Council and Board discussed the proposed parade route, musical performances, and communications.

**TIME STAMP 20:20**

**5. Discussion of 2022 Marvin Day Celebration (Saturday, May 21, 2022)**

The Council and Board discussed logos for the event. Both the Council and Board agreed to select an Owl as the official Marvin Day mascot and logo (*shown below*). They then discussed the timeline of events for the celebration in depth. The Council and Board also discussed planning additional events to market to teenagers, food trucks, ice cream, the art and gardens tours, the car show, sponsorships, communications, and marketing.

Following this discussion, Dan Wilson left the Webex meeting.



**TIME STAMP 1:50:20**

**6. Discuss and Consider Amending Fee Schedule to Modify Professional Pass and Facility Rentals Fees**

Christina Amos, Village Manager, explained that many professional pass holders also reserve the Barn at Marvin Efirid Park to hold classes or events for free. She asked if the Council and Board wanted to consider changing the fee schedule to create a distinction between the professional passes and barn rentals, as well as to consider changing rental fees to an hourly rate. She added that a discounted rate could be provided to professional pass holders during non-peak holders. The Council and Board discussed this in depth and agreed by consensus that professional pass holders should not get free facility rentals.

Both boards agreed that a separate photography pass should be provided and that a flat hourly rate should be implemented for all rentals. Staff will bring a revised fee schedule based at a future meeting.

**PR&G BOARD ADJOURNMENT**

**MOTION:** Vice-Chair Culp moved to adjourn the PR&G meeting at 11:12am. Bob Nunnenkamp seconded the motion.

**VOTE:** The motion passed unanimously, 3-0.

**VILLAGE COUNCIL BUSINESS**

**TIME STAMP 2:09:15**

**1. Discussion of Government/Non-Profit Communication Requests**

Austin W. Yow, Village Clerk & Assistant to the Manager, explained that HOPE Union County and the Union County Library Foundation have requested for the Village to share news on the residents' list. Council agreed by consensus to allow the information to be shared.

**TIME STAMP 2:12:25**

**2. Discuss and Consider Adoption of iPad Usage Policy (See attached VC Item 2, which is included as a reference in these minutes.)**

Mr. Yow explained that this policy is to regulate the usage of Village-issued iPad devices for Councilmembers and employees.

**MOTION:** Mayor Pro Tem Vandenberg moved to approve the iPad Policy.

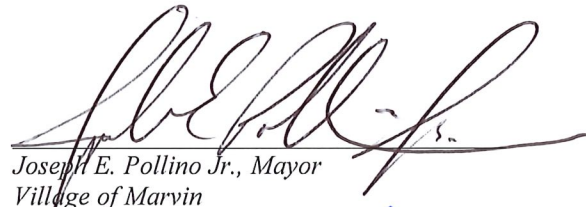
**VOTE:** The motion passed unanimously, 3-0.

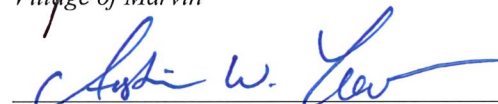
**VILLAGE COUNCIL ADJOURNMENT**

**MOTION:** Mayor Pro Tem Vandenberg moved to adjourn the meeting at 11:17am.

**VOTE:** The motion passed unanimously, 3-0.

Adopted: 12-14-2021

  
Joseph E. Pollino Jr., Mayor  
Village of Marvin

  
Austin W. Yow  
Village Clerk & Assistant to the Manager



<b>Policy Number</b> P-2021-11-01	<b>Title</b> iPad Usage Policy	<b>Subject</b> Personnel
<b>Adopted</b> November 30, 2021	<b>Adopted by</b> Village Council	<b>Number of Pages</b> 1

**Purpose:**

The Village of Marvin issues individual iPads and related hardware accessories to Councilmembers and Senior Staff in order to promote digital viewing of meeting agenda packets, and to aid in carrying out the functions of their assigned duties. The Village of Marvin requires that Councilmembers and employees follow the guidelines listed below regarding usage of these devices.

**Policy:**

All Councilmembers/employees are required to be always professional and conscientious when using Village-issued devices. The iPads and related accessories are municipal property. Councilmembers/employees who leave the Village of Marvin for any reason must relinquish their Village-issued iPad and all related accessories immediately. Councilmembers/employees are responsible for the security and information stored on the devices. The iPad device must be password protected. Councilmembers/employees are responsible for retaining all public records created in the course of using the devices.

**Usage:**

It is the Village of Marvin policy that representatives of our organization who are issued an iPad understand the devices are issued primarily for business use. Councilmembers/employees are responsible for any and all non-business-related expenses incurred while using the devices.

The Village of Marvin reserves the right to amend or alter the terms of this policy.

**Acknowledgment of iPad Usage Policy**

I, \_\_\_\_\_, have received, read and understand the Village of Marvin iPad Usage Policy.

Employee/Councilmember Signature and Date: \_\_\_\_\_

Assigned Devices & Accessories: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Surrendered – Signature and Date: \_\_\_\_\_