

MINUTES
FOXFIRE VILLAGE COUNCIL
Monthly Work Session Agenda
February 26, 2026 ~ 5:30 PM
Village Hall Meeting Room

1. **Call to Order:** Mayor Gregorich called the meeting to order at 5:30 PM. Those in attendance were Mayor Pro Temp Chris Kragel, and Councilmembers Mary Gilroy, Stephen Gunn, and Kevin Robbins, and P&Z Board Chair Tashe Jarusinski. Several members of the public were in attendance.

2. **Approval of the Work Session Agenda**

Mayor Gregorich added *Emergency Phone at Park* and Councilmember Robbins added *Council Retreat, 90-day Initial Assessment Report, and a Pool Accountability Report*.

Councilmember Gilroy moved to approve the work session agenda as amended, seconded by Councilmember Kragel. Motion unanimously carried.

3. **Continued from Previous Work Session**

- **Sleep in Heavenly Peace Bed Build Event**

Caroline Kaplan presented a proposal for a community bed build with Sleep in Heavenly Peace on June 6th from 9:00–11:30 a.m. She explained that the nonprofit, active in Moore County since 2021, builds and delivers beds for local children in need and has provided over 572 beds to date to ensure children are not sleeping on the floor.

The event would bring about 40 volunteers together to build beds using donated materials, with tasks like cutting, sanding, drilling, and staining. Bedding donations would be gathered through a local drive and Amazon wish list, coordinated by Sleep in Heavenly Peace.

The Village Park was proposed as the site because it has enough space and access to electricity and restrooms, with generators as a backup. Workstations would be set up in the parking lot and nearby grassy areas. Events in Foxfire may help organize and promote the event with support from the Village.

The council supported the event and use of the park, pending confirmation of availability.

- **“Events in Foxfire” 2026 and Holiday Event Planning**

The council discussed working together with Events in Foxfire to schedule the 4th of July/America’s 250th Celebration. The preferred venue would be the Village Park due to the parking capacity, ability to support large crowds, and built-in grills.

Fireworks are not feasible due to legal requirements, safety risks, and logistical challenges. An alternative idea discussed was a light show on the lake.

It was agreed that two people should co-lead the effort for greater effectiveness. Councilmembers Gunn and Robbins were suggested for those roles, with additional support offered as needed.

- **Volunteer Recognition**

The council discussed creating a volunteer recognition program with nominations and a possible “Volunteer of the Year.” More ideas and a framework will be developed before moving forward.

- **Foxfire Disaster Recovery Plan**

Councilmember Gunn has begun working on revisions to the Foxfire Disaster Recovery Plan, which was last updated in 1996 and in need of significant revisions. Work has begun to assess water availability and identifying potential shelters including churches.

A proposal was introduced to create a voluntary list of vulnerable residents to assist emergency services during disasters. Concerns were raised about privacy, liability, and HIPAA issues, particularly

regarding third-party sign-ups and data security. The idea may require legal review and further discussion before moving forward.

- **Water System Assessment and Master Plan**

The water system assessment and master plan are still in progress. Jesse is currently very busy, particularly with the new well, but progress is being made. There is optimism that at the next meeting scheduled for May 10th, there will be very positive news, with only minor paperwork and adjustments remaining. Overall, the project remains a work in progress.

Councilmember Kragel again encouraged residents to use their rain barrels to collect water to help conserve water.

- **Search for New Auditor**

The council discussed issuing an RFP for auditing services using a list of firms in North Carolina and nearby states provided by the Local Government Commission. The goal is to hire a smaller, more local firm that can work on-site like the current auditor, rather than a large Raleigh based firm. The RFP will go to about 30–40 firms, with preference for those within roughly 80 miles to reduce travel costs. They also reviewed auditor recommendations but had concerns about firms lacking municipal experience or strong local ties, and plan to seek input from Pinehurst and Cameron before proceeding.

- **Planning & Zoning Board Recommendations Sec 21-8-4 Landscaping**

The council decided not to amend the UDO to include recommendations. Instead, they will be issued as a non-binding guidance document included with building permits. The UDO will remain focused on enforceable rules, while suggestions such as using native and drought-tolerant plants will be placed in a separate guidelines document included in permit packets.

Councilmember Robbins questioned how the P&Z Board receives its direction and what items they should review. Mayor Gregorich suggested this discussion be added to a future agenda so the council can discuss it formally.

- **Participation in Proposed “County Commission on Growth”**

Mayor Gregorich commented that she meant to remove this item from the agenda because it is still active work in progress.

Councilmember Robbins questioned the verbiage regarding the SMPO. Mayor Gregorich explained that membership in the SMPO requires financial disclosure forms, including property and investment information. Previous council members were not comfortable with those requirements, so Foxfire has not joined. However, the option to join remains available in the future.

It was also noted that the western connector is no longer included on the SMPO’s priority project list through 2050 and appears to have lost support from DOT officials.

Council agreed that Foxfire should continue following regional growth and transportation planning because future roadway projects could affect the village. The SMPO meetings are open to the public, but Foxfire does not currently have a formal seat or vote in the organization.

- **North Carolina Litter Sweep**

The Litter Sweep was discussed and generally supported by those present in the last meeting. Since then, a resident reached out to Councilmember Gunn to offer advice and assistance, having previously participated in similar efforts. They are willing to help provide ideas and potentially take a lead role in organizing the event. Gregorich added, this would not be a Village sponsored program but instead led by a member of the public, similar to the “beds” initiative model. That arrangement is still under discussion and will be followed up.

The event is planned for April 11th through April 25th, aligning with Earth Day and spring cleanup activities.

- **BOA & P&Z Board Composition**

Discussion was held regarding the composition of the Planning and Zoning Board, Board of Adjustment, and POA board. Planning and Zoning recommended a five-member board with one required ETJ representative and one flexible position that could be filled by either an ETJ or Foxfire resident.

Council discussed maintaining the current 4-1 structure outlined in the UDO while allowing flexibility for additional ETJ representation if desired. Concerns were raised about quorum issues and the possibility of alternates, though it was noted that state statute may not allow alternates for Planning and Zoning.

Council agreed to follow the recommendation from Planning and Zoning and maintain a five-member board with at least one ETJ representative. It was noted that the UDO does not prohibit appointing a second ETJ member if desired.

Council also discussed current applicants and agreed to place appointments for Planning and Zoning on a future council meeting agenda for a formal vote after additional conversations with applicants.

4. New Discussion/ Work Items

- **Council Retreat**

Council briefly discussed scheduling a council retreat and whether it should occur before or after the 2026–2027 budget process as several topics could affect the budget. It was suggested that topics be divided between multiple retreats or work sessions instead of covering everything at one meeting. Councilmember Gilroy will send out the current topic list so councilmembers can identify priorities and determine which items should be addressed first.

- **Fire Building Flood Update**

Council received an update on repairs to the fire station following the flood damage. Councilmember Gunn reported that repairs are progressing well and, barring further delays, the building is expected to reopen by the third week of March. Additional plumbing issues were identified and repaired, including leaks and replacement of an aging water heater. ServePro is completing drywall, painting, cabinet installation, and flooring work. Gunn noted that multiple plumbing quotes were obtained, and the selected contractor was chosen because they could begin work immediately.

- **Budget Amendment #2026-01 – Fire Building Plumbing Repairs**

Council considered Budget Ordinance Amendment No. 2026-01 for \$4,300 to cover plumbing repairs related to the fire station flood damage. Approval is needed at this work session because the work has already been authorized and completed. Any additional budget amendment(s) related to the fire department contract would be presented at the March 10th council meeting.

Councilmember Robbins moved to adopt Budget Amendment #2026-01 in the amount of \$4,300, seconded by Councilmember Gilroy and carried unanimously.

- **FY 26/27 Budget Kickoff**

Councilmember Gilroy discussed the upcoming budget process and shared financial reports generated by FMS containing three years of budget data for comparison. She noted that revenue is expected to remain similar to previous year's and emphasized the need for accurate project pricing and vendor quotes. She and Shannon Hutchen will meet individually with councilmembers in mid-March to discuss budget priorities and plans to complete preliminary budget work by early April. Additional work sessions may be needed beginning in March. The budget must be approved by June 30, 2026.

- **The Brough Law Firm-Memorandum of Understanding**

Council discussed the proposed Memorandum of Understanding with the Village attorney, Bob Hornik from Brough Law Firm regarding legal service rates over the next three years. Councilmember Robbins voiced his concerns that the document read more like a contract than a memorandum of understanding and requested an independent legal review and risk analysis before moving forward. Mayor Gregorich and Councilmember Gilroy believe the document is nonbinding and related primarily

to legal service rates and terms. Mayor Gregorich will speak with the law firm to clarify questions and concerns raised by council. This discussion will continue at the next work session.

- **Moore Co Economic Development Funding Request for FY 26/27**

Council discussed participation in the Moore County Economic Development Partnership, which would require an annual contribution of approximately \$1,200 based on population. Concerns were raised that the partnership's focus on larger economic and industrial development projects would provide limited benefit to the Village. Councilmember Robbins suggested more research be done before making a final decision. Council agreed to take an official vote at a future council meeting.

- **Police Department Truck**

Council discussed the police department truck that was declared a total loss by the insurance company due to damage exceeding repair value. The insurance payout is approximately \$30,000 based on the vehicle's actual cash value. If the Village retains the vehicle, it will require a salvage title and would only be eligible for liability insurance, not full coverage, creating additional risk. It was agreed that retaining the vehicle was not in the best interest of the Village and it should be turned over to the insurance company for a payout.

Councilmember Gunn moved to scrap the vehicle and accept the insurance settlement, seconded by Councilmember Robbins and carried unanimously. Insurance paperwork will be complete, and planning will begin to replace the vehicle.

- **Emergency Phone at Park**

Council discussed emergency phone service for the park. The Village previously replaced its phone system after the state provider, NCDIT discontinued service. The pool was able to use Wi-Fi for its emergency phone, but the park requires a dedicated phone line due to lack of Wi-Fi.

The proposed solution is a For2fy Emergency Phone through BUNN Communications at a cost of \$54.95 per month, with an additional one-time shipping charge of \$85.00. The phone would allow direct 911 access when picked up.

Council agreed the service is important for safety and should proceed. The phone will be brought forward for approval at the regular business meeting.

- **90-Day Initial Assessment**

Councilmember Robbins prepared a *90-day Initial Assessment Report* on how Foxfire manages and maintains its assets, including parks, roads, buildings, and recreation facilities. This nine-page report is made part of these minutes as **Attachment A**.

Robbins added that currently the Village reacts to issues and should shift to a proactive approach by implementing an ongoing maintenance and monitoring program using a single vendor. He presented a *Proposal from Legion Construction Services*. This seven-page proposal is made part of these minutes as **Attachment B**.

He additionally provided a *Justification for Comprehensive Infrastructure Asset Management and Strategic Capital Planning Program*, detailing the purpose of his requested program. This six-page document is made part of these minutes as **Attachment C**.

Robbins suggested the council move forward with a pilot program for the current quarter (April through June), with the option to move into a one-year contract with Legion Construction Services in the next budget cycle if successful. This proposal is intended to be flexible and reviewed after the pilot period. Robbins added that Legion is currently doing a similar program for a gated community in Seven Lakes, providing asset management, inspection, maintenance, and reporting. The council will consider moving forward with the program and vote at the upcoming regular meeting.

- **Village Pool**

Councilmember Robbins provided the council with a *Foxfire Pool Project Accountability Report* outlining serious concerns about the village pool renovation project, which cost nearly \$250,000 in

public funds but remains unfinished and unusable. This six-page report is made part of these minutes as **Attachment D.**

Robbins elaborated on project management, contractor oversight, upfront payments, missing deadlines, and possible contracting irregularities.

The pool was described as having multiple construction deficiencies, including cracks, broken tile, exposed rebar, and sealing issues. Concerns were raised that payments were approved before work was completed and that oversight failures contributed to the project's current condition.

Robbins suggested an independent external review by appropriate oversight authorities regarding procurement, contract compliance, payment authorization, financial controls, contractor licensing and permitting compliance, legal advisement related to the project structure, administrative oversight, and public records retention.

Council members discussed seeking legal guidance from the village attorney, and/or contacting the North Carolina Local Government Commission (LGC), or other agencies. They also agreed on the need to preserve records, review the project collectively, and continue exploring options to complete the pool renovation. Mayor Gregorich will contact the Village attorney for his availability to meet with the council in a closed session to discuss the issues at hand.

5. Public Comments – Items Listed on Agenda Only

Dan Leary – 73 N Shamrock urged the council to move forward with completing the pool project rather than delay it further, suggesting the problems may be due to poor workmanship or mismanagement rather than criminal activity. He noted that earlier repair estimates were lower before the project expanded into full renovation and said any investigation would stop progress on finishing the pool. He also mentioned that some deleted emails might still be recoverable.

Sally Cunliffe – 1 Ridge Rd asked if council members are covered under the Village's liability insurance. Mayor Gregorich responded yes, they are covered.

6. Adjournment

Councilmember Kragel moved to adjourn the Work Session, seconded by Councilmember Gunn and unanimously carried. The Work Session adjourned at 7:42 PM.



Lisa A. Kivett, MMC, NCCMC, CZO
Village Administrator/Clerk



Janice Gregorich
Mayor