MINUTES
FOXFIRE VILLAGE COUNCIL
Monthly Work Session
December 18, 2025 ~ 4:30 PM
Village Hall Meeting Room

1. **Call to Order:** Mayor Gregorich called the meeting to order at 4:30 PM.

2. **Members Present:** Mayor Pro Temp Chris Kragel, and Councilmembers Mary Gilroy, Stephen Gunn, and Kevin Robbins

3. **Others Present:** Chief Amezquita and residents of the Village

Councilmember Kragel moved to accept the agenda as written, seconded by Councilmember Gilroy. Motion unanimously carried.

4. **Discussion Items**

- **Police Blood Drive**

Chief Amezquita proposed that the Police Department host a community blood drive along with The Blood Connection at Village Green Park on a Saturday in March from approximately 9:00 a.m. to 1:00 p.m. This would be the Village's first blood drive and could become an annual event. The Blood Connection would handle all logistics at no cost to the town aside from staff time and would provide donor incentives.

Council members discussed blood distribution, the organization's local presence, and donation options, noting that it operates frequently in the area and processes donations locally. Donors may give whole blood or platelets. With no objections, the item will be placed on the January regular business meeting agenda for formal approval.

- **Review of Social Media Policy**

Council reviewed a draft of social media policy for elected officials intended to provide guidance on legal compliance and clarify when officials speak personally versus on behalf of the council. Members agreed employees would require a separate policy with different guidelines.

Concerns were raised that the draft is overly broad and could restrict protected speech. Council emphasized the need for a narrowly tailored policy focused on transparency, disclaimers, and legal requirements. The draft will be revised based on written comments from members and will continue to be discussed at future work sessions.

- **Review of Cash Procedures Policy**

Councilmember Gilroy reported that the Local Government Commission accepted the Village's audit. The audit found that council approval was not clearly documented for holding cash deposits under $500 until the next scheduled bank deposit.

Staff requested formal council approval to continue this practice to reduce staff time and mileage costs. If approved, the authorization and approval date will made part of the Village's cash-handling procedures.

Council members asked about cash security, and staff confirmed that all cash is stored in a secure, locked location in compliance with regulations. The item will be placed on a future regular business meeting agenda for consideration.

- **Review of Village Board Applications for Planning & Zoning and Board of Adjustment**

Planning and Zoning Board: Council discussed several qualified applicants and reviewed statutory and UDO requirements for board size and ETJ representation, noting that ETJ appointments require approval by the Moore County Board of Commissioners. No objections were raised, and final appointments will be made after confirming board composition requirements.

Board of Adjustment: Council reviewed applicants based on qualifications, temperament, and understanding of the board's quasi-judicial role. They agreed that additional outreach, clarification of qualifications, and follow-up with applicants may be necessary to ensure appropriate board composition. No appointments were made.

- **Review Resolution to Adopt the Cape Fear Regional Hazard Mitigation Plan**
  (Must be formally adopted at the January 14, 2025 Regular Meeting)

Council reviewed a resolution to approve participation in the Cape Fear Regional Hazard Mitigation Plan, a multi-county plan including Chatham, Lee, Johnston, Harnett, and Moore counties. Approval of the resolution designates the Moore County Department of Public Safety and Emergency Management as the coordinating agency responsible for required annual reviews and five-year updates of the plan. Council was advised that participation in the regional plan is essential and that the resolution must be approved and submitted by January 15. The plan is already established, and council's action is to either approve participation or opt out. The resolution will be placed on the January 14 regular business meeting agenda for formal approval.

- **Council Retreat Planning**

Council discussed preliminary plans for an upcoming retreat and agreed to start developing topics and objectives, with further discussion at future work sessions. Councilmember Gilroy will compile and prepare an initial list of proposed topics for council review.

Possible locations include an offsite venue or the Village Hall meeting room. Use of the Village Hall will provide access to maps, records, and staff as needed. The retreat will be open to the public, but no council actions will be taken, and no public comments are allowed.

5. Public Comments – Items Listed on Agenda Only

Dan Leary, 73 North Shamrock Drive, addressed the Council regarding the Planning and Zoning Board composition and the proposed social media policy.

Mr. Leary urged caution in changing the composition of the Planning and Zoning Board until legal requirements and proper ratios are clear.

Mr. Leary emphasized that councilmembers always represent the Village, recommended reviewing other municipalities' social media policies, and advised seeking legal guidance to avoid costly disputes.

6. Adjournment

Councilmember Gunn moved to adjourn the Work Session, seconded by Councilmember Gilroy. Motion unanimously carried. The Work Session adjourned at 5:43 PM.

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

Janice Gregorich
Mayor