

TOWN OF GRIFTON
BOARD OF COMMISSIONERS
Budget Workshop
Regular Meeting
May 8, 2018

Present: Mayor B.R. Jackson; Commissioners Will Barnes, Mary Grace Bright, Johnny Craft, Claude Kennedy, Raymond Oakes; Manager Joe Johnson, Clerk Angel Hudson

Absent: None

Mayor Jackson called the meeting to order.

Mayor Jackson led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Discussion Items

1. Presentation of the proposed FY 2018-2019 Budget

Manager Johnson presented the proposed FY 2018-2019 Budget to the Board of Commissioners for their consideration.

Manager Johnson recommended the Public Hearing be held on June 5, 2018 at the regularly scheduled workshop meeting that begins at 7:00p.m.

The proposed Budget totals \$2,688,923 which is an increase of \$19,773 from last year's budget. The increase is mainly in the Water/Sewer Fund due to insurance that may be offered if the Board decides to give the customers this option.

He went line by line of each item of the budget.

This budget includes a 2% COLA and a 1% Merit.

He is proposing an increase in Sewer of \$1.02 to the minimum and .05 cents to the per thousand rate thereafter. This will increase the revenue in the W/S fund by \$13,000.

Mayor Jackson questioned the sewer increase. He wanted to verify that the bill would increase.

Manager Johnson went through the increases in the fee schedule.

*Increase in Sewer rates

*Increase in Commercial Zoning Fees

*Increase in Tap Fees

*Increase in RV Park Fees

*Increase in St. David Park Rental Fees

*Increase in Fema lot lease

*Library Fees were added into the fee schedule

Manager Johnson touched on the Servline Insurance coverage which would be \$1.55 and would provide \$1000.00 coverage for leaks for water only. He stated that for \$2.50 it would be water and sewer coverage.

Manager Johnson informed the Board that we now have a newly created trust fund for the Police Department which is set up for the receipt of Unauthorized Substance Tax. This fund needed to be set up because the funds we receive that are not expended have to roll over from year to year.

Commissioner Mary Grace Bright made a motion to exit the budget meeting, handle the public hearing and the regular business in the regular meeting and then come back with questions on the budget. Commissioner Kennedy seconded the motion. The motion carried unanimously.

Regular Meeting began at 7:14pm

Mayor Jackson called the meeting to order.

Mayor Jackson led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Commissioner Bright made a motion to accept April Workshop and Regular Meeting minutes as presented. The motion was seconded by Commissioner Craft. The motion was carried unanimously.

Recognition of Persons to Be Heard

None

Consent Agenda

Commissioner Barnes made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Bright. The motion carried unanimously for the following item:

1. Budget Amendment:

- *Add \$20,937.08 to Revenue 10.3350.0700 Hurricane Matthew FEMA Refund
- *Add \$14,937.08 to Expenditures 10.5000.7200 Parks;
- *Add \$800 to Expenditures 10.5000.7101 Landscaping;
- *Add \$2500 to Expenditures 10.5000.7100 Building Maintenance;
- *Add \$1800 to Expenditures 10.5650.2800 Heavy Equipment Repair;
- *Add \$600 to Expenditures 10.5610.2100 Street Repairs;
- *Add \$300 to Expenditures 10.5610.3700 Infrastructure.

Public Hearing

Mayor Jackson announced that we are now in a public hearing and explained the rules. Purpose of the Hearing is to hear public comment concerning the No Smoking Ordinance 2018-02.

There was no public comment.

Mayor Jackson closed the public hearing.

Discussion/Action Items

- 1. No Smoking Ordinance 2018-02**
Commissioner Kennedy made a motion to approve the No Smoking Ordinance 2018-02. Commissioner Craft seconded the motion. The motion carried unanimously.
- 2. Set Public Hearing Date for FY 2018-2019 Budget**
Commissioner Barnes made a motion to set a Public Hearing for FY 2018-2019 Budget for June 5th, 2018 at 7:00p.m. The motion was seconded by Commissioner Kennedy. The motion carried unanimously.

Mayor Jackson stated that Commissioner Comments would be placed before the closed session.

Mayor Jackson read a thank you card from Benny Cox.

Commissioner Comments

Commissioner Craft commented that there are vines growing out of the man hole on Highland Blvd right before Shirley Gaddy's house.

Commissioner Craft stated that there is a sink hole started in the middle of Main Street just before you get to the phone company.

Commissioner Oakes asked if the drainage problem on Tucker Street has been addressed. Manager Johnson stated that this issue will need further investigation and explained the reasoning behind more investigation.

Commissioner Oakes would like to thank Principal Smith and the School Board for cleaning up the fence on Dawson Road.

Manager Johnson stated that he would extend the Board's gratitude to Principal Smith.

Commissioner Oakes asked if there have been more water issues in front of First Citizens.

Manager Johnson explained that there had been another leak and it was patched.

Billy Raynor stated that his plans are to replace a 20ft section to keep from having to keep patching this area.

Commissioner Kennedy thanked Manager Johnson, Billy Raynor and Ronald Edwards for coming over to Tucker Street to investigate a drainage problem. He commented that a drainage ditch that runs down parallel with Tucker Street is blocked and until we do something it will continue to flood.

Commissioner Bright thanked the Shad Festival and all their hard workers for a job well done. Commissioner Bright stated that there will be a Catch the Vision meeting this Thursday at 7:00p.m. at 560 Queen Street.

Commissioner Bright brought up the letter from the School Superintendent and asked Mayor Jackson if he was planning to meet with him.

Mayor Jackson replied that he was not planning on it but he would take another look at the letter.

Mayor Jackson stated that on April 3rd Commissioner Bright asked the Police Department about checking on junk cars around Town and he asked where we are with this issue.
Chief Silva stated that once Officer Venable is trained he will take over these responsibilities.

Mayor Jackson stated that on 4-10 Commissioner Kennedy asked about underpinning at the Depot which we have already touched on tonight.

At the same meeting Commissioner Oakes asked about having correspondence with DOT concerning Highland Blvd.

Manager Johnson stated that he has noticed DOT has patched some areas on Highland.

Mayor Jackson stated that at the same meeting Commissioner Oakes asked about the dead trees on the solar farm.

Manager Johnson stated that he spoke to a foreman and the foreman stated that after one year the contractor would come back and replace all dead trees.

Commissioner Oakes stated there is a bad spot on Highland Blvd in front of the horse stables as well as right before the Mission Ministries.

Commissioner Kennedy stated there is a bad area at the exit going out to the four lane as well.

Manager Johnson will contact DOT.

Mayor Jackson stated that Commissioner Craft asked about a hole on Glenwood and Dawson that needed to be addressed.

Billy Raynor stated that a locate has been called in and they should be working on this area on Monday or Tuesday of next week.

Mayor Jackson asked if the shed at utilities has been demolished.

Billy Raynor stated that he had to call Americhem to come and pick up some old containers before the shed is demolished.

Mayor Jackson announced that the Board will now ask questions on the proposed budget.

Commissioner Bright stated that in looking at the police cars she was under the impression that we had set up a replacement plan. She asked where we are with that.

Manager Johnson responded by saying it is his intention to set down with the Chief and discuss this issue. He also stated that it is his intention to come up with a CIP for not only the Police Department but the Utilities as well.

Mayor Jackson stated that he thought we already had a plan and we do not need to let the vehicles age out all at once.

Commissioner Bright brought up the increase in RV Park rental fees. She asked if this increase was comparable to other places that offer what we have to offer.

Manager Johnson will check into this.

Commissioner Bright feels the increase in FEMA lot lease amount is excessive. She feels it should be left as is because it costs us to mow the lots and if you have someone willing to maintain the lot then the current rate seems fair because it is saving us money.

Mayor Jackson stated that something needs to be put in the contact if a person is not going to renew the lease then the property needs to be put back just as it was found.

Commissioner Bright stated that she feels the IT services need to be bid out because the amount seems excessive.

Commissioner Bright stated that when talking about Parks we need to be taking advantage of the Perkins Wells West grants.

Commissioner Bright asked if there are any marketing funds in this budget.

Manager Johnson stated that there are none specifically earmarked for this but there are line items it could be taken from if needed.

Commissioner Bright feels it is imperative to have marketing funds.

Commissioner Bright asked why the salary line items for the police department are so much less than last year.

Manager Johnson stated that he was not sure but his guess would be from overtime due to Matthew.

Commissioner Kennedy mentioned the sewer increase and asked Manager Johnson if he felt it was necessary.

Manager Johnson replied yes.

Commissioner Kennedy asked about the web page and when it would be up and running.

Manager Johnson stated they are currently waiting on him to input information.

Commissioner Kennedy asked about replacing the ramp at the museum.

Manager Johnson stated that he felt we would have the funds to do so.

Commissioner Oakes asked if we used all the water that we purchase from NRWASA.

Manager Johnson replied that he would have to check this out but he is aware that we are not running our wells as much.

Commissioner Oakes asked if we could only pay for the water that is used versus paying for an allotment.

Manager Johnson will check on this question.

Mayor Jackson stated that the State required us to back off of using our wells and that is why we have to buy water from NRWASA.

Commissioner Oakes stated that he is not in agreement with the sewer increase.

Commissioner Oakes asked if the COLA does not go up do the employees still get an increase.

Manager Johnson explained how he came up with the employee COLA.

Mayor Jackson commented, concerning the sewer increase, that we just done the water rates and we are talking about adding Servline @ \$2.60 per month. He stated that the insurance would be good for him but he does not feel we should go up so much in one year.

Commissioner Barnes asked for confirmation that the Manager is proposing to add Servline and a sewer increase.

Manager Johnson confirmed this statement and added that the sewer increase he is proposing is a far cry from the increase that is needed.

Manager Johnson stated that Servline would be a service that the customer could opt out of if they choose.

Commissioner Barnes asked the representative to explain Servline once again. The representative explained the coverage and added that it is all optional.

Commissioner Barnes specifically asked if they cover the bill if a faucet is left on.

The representative confirmed that they would not cover that type of situation. The only cover leaks.

Commissioner Barnes feels the increase in RV park fees is excessive. He also feels a deposit is needed for cleanup if someone rents the RV park for the day.

Commissioner Barnes questioned the lot cutting revenue decrease and the code enforcement budgeted amount.

Manager Johnson explained both.

Clerk Angel Hudson asked for a policy to be in place explaining, in detail, what the Town of Grifton will do if Servline is not chosen by the a customer. She asked if a person does not choose the insurance and has a leak or a faucet is left running are we still going to give a sewer adjustment. She needs something in writing to be able to show the customer when questions are asked.

Commissioner Kennedy stated that he feels if we are going to offer Servline that one month of marketing will not be enough.

Manager Johnson commented about the cost of mailers and postage.

Commissioner Bright verified that Manager Johnson stated that there were things already budgeted that are in the new proposed personnel policy. She wants to make sure that just because this budget may be approved does not mean the new fees in the proposed personnel policy are automatically approved.

Manager Johnson explained that if some of the changes in the proposed personnel policy are not approved then the money can be moved to different line items.

Commissioner Bright asked what the expected time frame is to revisit the proposed personnel policy.

Manager Johnson replied that he would probably bring it back sometime in August.

Commissioner Bright confirmed that all would stay the same until the proposed personnel policy is passed.

Commissioner Bright confirmed once again that just because the budget is passed does not mean the personnel policy is passed.

Manager Johnson stated that he understood.

Manager Johnson asked for verification on the sewer increase.

Commissioner Barnes stated that he didn't vote for the water increase and he probably wouldn't vote for the sewer increase either.

Commissioner Kennedy confirmed that this budget has a sewer increase as well as the optional Insurance. He commented that if Servline is chosen the bill will go up a minimum of \$3.52.

Commissioner Kennedy proposed that if we do the sewer increase then we shouldn't do the insurance and vice versa. He is not in favor of both. He commented that perception is everything.

Commissioner Bright proposed deleting the sewer increase from proposed budget and revisiting it in later months.

Commissioner Kennedy commented that one major problem in Grifton is the old water and sewer lines that need repair and he feels this increase will happen at some point anyway.

Commissioner Bright commented that she thought the water rate increase was supposed to start us on the road to banking money for repairs and stated that there will never be enough money in this fund.

Commissioner Barnes stated that he would like to see the difference the water rate increase has made.

Manager Johnson gave his reasoning behind the sewer increases stating the State has asked what measures we are taking to avoid a negative balance at year end.

Commissioner Kennedy made a motion to do a sewer increase on the flat rate of .50. The motion was seconded by Commissioner Craft. The motion was carried unanimously.

Commissioner Bright made a motion to enter into closed session as authorized by G.S. 143-318.11 (a)(6) to discuss a personnel matter. The motion was seconded by Commissioner Barnes. The motion carried unanimously.

Commissioner Barnes made a motion exit the closed session. The motion was seconded by Commissioner Craft. The motion carried unanimously.

Clerk Angel Hudson presented the Board with a Budget Revenue & Expense Report ending April 30, 2018 and stated if there were any questions to let her know.

There being no further business Commissioner Barnes made a motion to adjourn. The motion was seconded by Commissioner Craft. The motion carried unanimously.

Respectfully Submitted

Angel Hudson

Town of Grifton