

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
MARCH 30, 2012

OFFICIALS PRESENT:

Mayor Hubert Gregory
Commissioners:
 Gene Branon
 Betty Driver
 Philip Graham
 Tony Hall
 Eddie Norman

STAFF PRESENT:

Town Manager: Christopher Ong
Town Clerk: Carmen Headen
Chief of Police: Tim Parks
Public Works Director: Perry
Williams
Finance Officer: Dina Reavis

RETREAT GOALS

The purpose of this meeting is to give the Town Manager and other Department Heads direction in order to start preparing for the 2012-2013 Fiscal Year Budget and to create priorities and strategies to influence 2012-2013 Fiscal Year Budget.

CALL TO ORDER

The meeting was called to order by Mayor Hubert Gregory at 9:03 a.m.

INVOCATION

Commissioner Phillip Graham offered the invocation.

PUBLIC COMMENTS

No one signed up to speak for public comments.

REVENUE ESTIMATIONS

Finance Office Dina Reavis reported revenues collected for the current fiscal year thus far.

- 75% from General Fund
- 98% Tax Collections
- 72% Water and Sewer Collections.

Mrs. Reavis stated that investments interest rates are low and will not collect what was budgeted.

POLICE DEPARTMENT CAPITAL OUTLAY REQUESTS

Chief Tim Parks requests:

Priority 1:

2 Police Cars - Dodge charge \$44,000 total
2 Mobile Data Terminals - \$4,800 total
2 Air Cards for terminals - \$960 total

Priority 2:

2 Desktop Computers - \$5,000 total

PUBLIC WORKS CAPITAL REQUEST

Water Treatment Plant requests:

Priority 1:

Dam Remediation - \$100,000

Rebuild decant walls and resurface floors - \$14,300

Priority 2:

HACH DR 5000 (water testing equipment) - \$8,000

Priority 3:

Power-Activated Carbon Feed System - \$7,500

Model 800 DSE Autoclave (bacteria sampling) - \$5,200

Ford F-150 (4x4) Vehicle - \$20,000

Waste Water Treatment Plant request:

Priority 1:

Paving between lab and caustic truck load-in - \$15,000

Priority 2:

Electric Golf Cart - \$5,000

Lab and Pre-Treatment request:

Priority 1:

Biological Oxygen Demand Test Incubator - \$7,000

Streets requests:

Leaf Collection Issue

Priority 1:

Bucket Truck - \$16,000

Priority 2:

Zero-Turn Radius Lawn Mower - \$12,000

Powell Bill requests:

Priority 1:

Air Compressor - \$12,350 (New) or \$6,500 (used)

Priority 2:

Long-arm mower contract for streets - \$20,000

Water and Sewer requests:

Priority 1:

Upgrade Harrison Lift Station - \$15,000

Upgrade Dr. Wood's #3 Lift Station - \$15,000

Reline sewer lines - \$125,000

Priority 2:

Generator for Harrison Lift Station

Generator for Lamplighter Lift Station - \$30,000

Upgrade Camera Equipment - \$70,000

ADMINISTRATION CAPITAL REQUEST

Administration request:

Priority 1:

Vehicle – 1 Chevrolet Equinox Crossover - \$19,660

TOWN MANGER DISCUSSION

1. Cost of Living Adjustment (COLA)
2. Utility Rates – projection of 10% increase
3. Performance Based Increases vs. Merit
4. Comprehensive Pedestrian Master Plan – See where the Town is at on the budget before committing
5. Presented I-pad quotes to the Board \$3,780 plus \$2,160 for data plan

WATER AND SEWER CAPITAL PLANNING DISCUSSION

Micheal Koser with Withers and Ravenel facilitated a discussion regarding water and sewer capital planning.

BUDGET DIRECTIONS FROM THE BOARD

The Board provided Town Manager Christopher Ong with the following directions:

- Look into higher interest cds.
- Purchasing an ATV instead of a Golf Cart for the Waste Water Treatment Plant.
- Have Public Works Director Perry Williams contact landscaper in Boonville to see if they are willing to accept the leaves.
- Need to know from the Town Manager if there will be a tax increase and how much.
- Utility Rates – spreadsheet with increase projection.
- Department Heads need to review their employees to see where they are at on the pay scale to see if adjustments need to be made.
- Town Manager to present 3 different version of budget by gathering all the Priority 1's, tax and water/sewer increase and COLA information.
- Review charging for Business Licenses for FY 2013 – 2014.

COMMISSIONER COMMENTS

Commissioner Gene Branon suggested hiring a Town Mechanic to maintain the Town's vehicles. He is requesting a comparison on what is currently being paid out verses hiring a Town Mechanic.

Commissioner Norman inquired about Holton Shepherd's property at 311 Chestnut Street. Town Manager is going to meet with Mr. Shepherd next week.

4 YEAR OWED PROPERTY TAX LIST

Tax Collector Joy Hutchens submitted a list of property owners that owe more than 4 year property taxes (attachment 1)

BOARD APPROVAL

Commissioner Graham made a motion to purchase a used air compressor, estimated at \$6,500 for Powell Bill out of this year budget, per the request of Public Works Director Perry Williams. Commissioner Tony Hall seconded the motion.

Vote: 5/0

ADJOURN

With no further business to discuss, Commissioner Betty Driver moved that the meeting be adjourned. Commissioner Tony Hall seconded the motion and was approved unanimously. The meeting adjourned at 12:00 p.m.

Vote: 5/0


Hubert Gregory, Mayor


Carmen Headen, Town Clerk