

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
BUDGET WORKSHOP
LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC 27055
FRIDAY, APRIL 16, 2021

OFFICIALS PRESENT:

Mayor Eddie Norman
Commissioners:
Monta Davis – Oliver
Tony Hall
Richie Parker
Scott Winebarger
Chris Matthews

STAFF PRESENT:

Town Manager: Mike Koser
Asst. Town Manager: Shelia Weathers
Finance Director: Hunter Gooden
Police Chief: Dawn Pardue
Police Dept. Office Manager: Missy Vestal

The Town Board of Commissioners met in a “Special Called” Meeting on April 16, 2021, to discuss the 2021-2022 Fiscal Year Budget.

The purpose of this meeting is to give the Town Manager and other Department Heads direction to start preparing for the 2021-2022 Fiscal Year Budget and to create priorities and strategies to influence the 2021-2022 Fiscal Year Budget.

1. CALL TO ORDER

The meeting was called to order by Mayor Eddie Norman at 11:56 a.m.

2. INVOCATION

Mayor Eddie Norman offered the invocation.

3. APPROVAL OF INVOICE(S) (Attachment #1)

Mayor Norman presented an invoice for Environmental Inc. (PO #19404) in the amount of \$12,500, for the Water Effect Ratio Study.

Commissioner Chris Matthews made a motion to approve the Environmental Inc. Invoice (PO #19404) for \$12,500. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.

Vote: 5/0

3. TOWN MANAGER (Attachment #2)

- **Resolution No. 2021-03 – Opposing Proposed Zoning Reform**
Town Manager Mike Koser presented Resolution No. 2021-03 Opposing the Proposed Zoning Reform in SB 349/HB 401. Assistant Town Manager Shelia Weathers presented the Board with an outlined letter to send to State Representative Lee Zachary.

Commissioner Scott Winebarger made a motion to approve Resolution No. 2021-03 as presented. Commissioner Richie Parker seconded the motion, and the motion passed unanimously.

Vote: 5/0

- **Ordinance No. 2021-01 – Capital Project Ordinance NCDEQ Grant Numbers 2000010779 & 2000010800 for two “Level 2 Charging Stations”**
Town Manager Mike Koser presented Ordinance No. 2021-01 to adopt Capital Project to construct two level 2 EV charging stations.

Commissioners Scott Winebarger made a motion to adopt Ordinance No. 2021-01 as presented. Commissioner Chris Matthews seconded the motion, and the motion passed unanimously.

Vote: 5/0

4. FISCAL YEAR 2021-2022 BUDGET WORKSHOP (Attachment #3)

Town Manager Mike Koser presented the Board of Commissioners with a handout of the 2021-2022 Fiscal Year Budget Recommendations. The Town Manager’s suggestions were located at the top of each page.

1. Town Manager Mike Koser gave an overview of the General Fund revenue projections, gains, losses and new sources of revenue:
 - The Fiscal Year 2021-22 estimates a 2% increase in revenue.
 - Mr. Koser projected using \$15,000 out of the \$37,000 of CAREs funds still available, for Police Payroll.
 - Administration –
 - 2% decrease from previous year due to combining two salaries, and new Finance Director Salary.
 - 15.7% increase in health insurance due to two employees over the age of 65, and claims basis. Manager Koser noted a savings of \$18,926 if he and Ms. Abigaile Pittman were removed from Town health insurance. He discussed investigating other options for both of them and presenting to the Board.
 - Public Safety and Garage –
 - Mr. Koser presented a two percent increase in contracted services due to an HVAC maintenance contract for Town Hall, Public Works Facility, Wastewater Treatment Plant, and Water Plant. He noted that Webb Heating and Air has been the most responsive and cost efficient. Their contract covers maintenance and inspection twice annually.

- Recreation –
 - Mayor Norman inquired about budgeting for expansion of the Town Park. After some discussion, it was the consensus of the Board to at least beautify the area, and have Manager Koser look at existing Park Plans.
- Mr. Koser apprised the Board of a vendor they have been collaborating with to do a Fourth of July firework show on July third. He noted that they met with the Yadkin County Fire Marshall to discuss the event. Mr. Koser stated that the show will be \$12,000, with half deposited upfront. Assistant Town Manager Shelia Weathers recommended splitting the cost with the Yadkinville Tourism and Development Authority. Mayor Norman agreed to the contract and proposed that the TDA pay the \$6,000 deposit.
- General Fund Estimated Revenue –
 - Conservative on the low-side.
 - Tax Collections will be budgeted at 98% collection rate for Fiscal Year 2020-21.
 - Vehicle Tax collections have decreased \$32,000 from 2019 to 2020.
- State Distribution Revenues –
 - Due to uncertainty with COVID-19 and the economy, projected Local Opt Sales Tax and other state distributed tax will remain budgeted at conservative levels.
- Lost/Contracting Sources of Revenues
 - Interest on Investments has dropped dramatically to .01% during Fiscal Year 20-21.
 - Powell Bill funding should improve, but slowly in Fiscal Year 2021/2022.
 - \$7,500 increase in building and zoning permits reflects a robust building surge.
 - \$121,000 for Solid Waste Collection Fees.
- New Revenue Sources
 - One-cent Tax rate increase.
 - Increase in Vehicle Tax (not to exceed \$30). Generate another \$14,000 per \$5.00 increase for Municipal Street use (Up to \$70,000 for whole \$25).

2. General Fund Bottom Line:

- Two percent increase of \$96,067 from last year's proposed budget and requests.
- Budget, as presented, would be a balanced budget.
- No major cuts as of May 15, 2021, presented with all departments requests, except for the Public Works Facility Chipper truck.
- \$40,000 funding continuing for YMCA expansion and \$1,500 for current year operations.
- \$15,000 funding has been requested for Yadkin Arts Council
- \$3,000 funding has been requested for Library.
- \$20,000 New funding request from Hands of Hope. Board recommended changing to \$10,000.

- Includes four percent (4%) of salaries for merit increases.
- \$15,000 proposed in Planning for Façade and Small Business Grants.
- Funds to secure Water Plant Facility.
- \$2,000 to be added to LEO Special Separation Allowance due to being under budgeted.

BOARD OF COMMISSIONER'S DIRECTION

According to Town Manager Mike Koser the General Funds unrestricted balance is at 111% of expenditures. The Board agreed that funds need to be allocated for the North Main Street sidewalk.

WATER AND SEWER FUND

A budget of \$76,000 is recommended for Highway 601 water/sewer line Betterment Project which is a decrease from the \$120,000 from last year. Mr. Koser iterated that he spoke with the State and they cannot predict when the Highway 601 Round-a-bout Project will begin.

Mayor Norman requested that Manager Koser speak with Public Services Director Jacob Swaim regarding any equipment that may need to be replaced soon.

Town Manager Koser presented a request to change the company used to maintenance Town Water Tanks. Currently the Town has an annual contract with Suez. Mr. Koser presented a handout with American Tank contract fees in comparison with Suez contract fees. After some discussion it was the consensus of the Board to contract with American Tank.

5. ADJOURNMENT

Commissioner Monta Davis-Oliver moved that the meeting adjourn. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 1:48 p.m.

Vote 5/0



Eddie Norman, Mayor



Alex Potts, Town Clerk