

## **MINUTES APRIL 8, 2013**

### **REGULAR MEETING 7:00pm**

All Council Members present. Mayor, Pro-Tem Pardue held the meeting due to Mayor Swaim being unable to attend the meeting.

Pro-Tem Pardue called the meeting to order and led the invocation and led the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

Council Member Moore made the motion to approve the Minutes from the regular meeting March 11, 2013 and the recessed meeting on March 15, 2013, Council Member Green, seconded the motion, unanimous 5-0.

### **PUBLIC FORUM**

Edna Martin addressed the Board concerned about all the candy that is thrown out during the Christmas Parade. The candy makes a big mess on our streets and parking lots and no one is willing to be responsible for the cleanup. Please discuss a solution for next year's parade and I am sure Vickie Roberts (in charge of parade) will work with you to help find a solution. The Board agreed to discuss.

The Historical Committee would like to borrow all the Mayor's pictures from the Town Chambers to display them during the Jubilee at the Historical Building.

Council Member Moore made the motion to approve the Historical Committee borrowing the Mayor's pictures for display during the Jubilee and Council Member Green, seconded the motion, unanimous 5-0.

### **QUARTERLY UPDATE – JONESVILLE PUBLIC LIBRARY**

Jonesville Librarian Cynthia Allred was at the meeting to give an update on the activities at the library. She also invited the Town Council and other interested parties to attend a Friends of the Jonesville Library meeting on Thursday, April 11 at 7:00 pm at the Town Hall. Enclosed in the minute book is Cynthia's report.

## **PROCLAMATION RECOGNIZING MUNICIPAL CLERK'S WEEK**

The International Institute of Municipal Clerks, a professional, nonprofit association that promotes continuing education and certification of Municipal Clerks for the betterment of the Clerk profession and the municipalities they serve, has designated May 5 through May 11, 2013 as Municipal Clerks Week. Initiated in 1969 and sponsored by IIMC, Municipal Clerks Week recognizes the vital role of the Municipal Clerks in local government, as well as their contributions in serving their communities and educating the public on the significance of their roles. Enclosed in the minute book is the Proclamation.

Council Member Moore made the motion to recognize Municipal Clerks Week and Council Member Wall, seconded the motion, unanimous 5-0.

## **PROCLAMATION FOR 2013 LYME DISEASE AWARENESS MONTH**

The Town has been asked to proclaim May 2013 as Lyme Disease awareness month. Enclosed in the minute book is the Proclamation.

Council Member Green made a motion to make the month of May Lyme Disease Awareness Month and Council Member Wall seconded the motion, unanimous 5-0.

## **AMENDMENT TO TOWN ORDINANCE §130.03**

As discussed at last month's meeting, the Town Council needs to amend Town Ordinance §130.03 (**DISCHARGE OF FIREARMS AND OTHER WEAPONS**) to allow the use of archery equipment during the appropriate hunting seasons.

Staff has included a draft of the amended ordinance that would lift the restriction on archery equipment during deer season. The amendment, as drafted, would allow the use of archery equipment within the Town limits during "during any period of time designated by the North Carolina Wildlife Resources Commission for the legal taking of deer by use of archery equipment." We also added a clause to provide that no hunting activity may be conducted on Sundays. This should be the final action that the Town Council will need to approve to make archery hunting for white tail deer legal within Town limits during the appropriate seasons.

Council Member Wall made the motion to table any decisions until wording of the ordinance was in agreement with everyone and Council Member Green, seconded the motion, unanimous 5-0.

## **APPOINTMENT TO FILL THE UNEXPIRED TERM OF DALE SWOFFORD ON THE JONESVILLE TOURISM DEVELOPMENT AUTHORITY BOARD**

Mr. Dale Swofford has announced his intent to resign his position on the TDA Board effective at the end of May 2013. Mr. Swofford's term is set to expire on June 30, 2015. The Town Council may appoint someone to complete the remainder of this term. Staff has received two nominations to fill this vacancy. Those are Regina Atkins (works at the Hampton Inn) and

Marty Adams (owner/manager of Antique Mall of the Foothills). For review, at least one-third of the members must be individuals who are affiliated with businesses that collect the tax in the town and at least three-fourths of the members must be individuals who are currently active in the promotion of travel and tourism in the town. The other members and their terms of office are outlined below.

The following members of the Board of Directors terms shall expire on June 30, 2013: Debra Clark, Gene Pardue

The following members of the Board of Directors terms shall expire on June 30, 2014: Anita Darnell, Scott Buffkin, David Moxley

The following members of the Board of Directors terms shall expire on June 30, 2015: Vanessa Caudill, Danny Lewis, Dale Swofford

Council Member Lewis made the motion to table this decision, so the Board could look at more names and Council Member Moore, seconded the motion, unanimous 5-0.

#### **APPOINTMENT OF BOARD MEMBER TO THE YADKIN VALLEY SEWER AUTHORITY (YVSA) BOARD OF DIRECTORS**

Mr. Tommy Casstevens term on the Board of Directors of the Yadkin Valley Sewer Authority is set to expire at the end of June 2013. The Sewer Authority has requested that we make an appointment by May 1, 2013. Mr. Casstevens has served well and may be reappointed if that is the decision of the Town Council. Under the bylaws of the Authority, any “qualified citizen” may be appointed to serve.

Council Member Moore made the motion to reappoint Mr. Casstevens to the YVSA Board and Council Member Green, seconded the motion, unanimous 5-0.

#### **REQUEST TO AMEND THE SEWER USE ORDINANCE**

As discussed at last month’s meeting, the Sewer Authority has requested that the Town amend the Sewer Use Ordinance to allow the YVSA to implement the Fats, Oils and Grease (FOG) Control program. If we want to make any changes we need to propose them at this time. Otherwise the amendments will be approved as presented.

Council Member Moore made the motion to amend the YVSA ordinance and Council Member Lewis, seconded the motion, unanimous 5-0.

#### **DEPARTMENTAL REPORTS**

Arlington Fire Chief addressed the Board to give a monthly report...185 calls ran for the last 3 months and doing truck maintenance. Community support has been awesome and appreciated.

Council Member Green made the motion to approve training on the Arlington water tower, but not to touch any antennas and Council Member Moore, seconded the motion, unanimous 5-0.

Town Manager: 1. Dedication at the Water Plant is May 10, 2013 and the invitations are being prepared to go out. 2. Need approval from the Board for the Town to pay \$750.00 for the fireworks and the TDA is going to pay the other \$750.00. 3. Budget Workshop will be held this Friday, April 12, 2013 at 8:00am, would you care to recess meeting until then?

Council Member Moore made the motion to approve to pay the \$750.00 for the fireworks at the park and Council Member Lewis, seconded the motion, unanimous 5-0.

The departmental reports are included in your agenda packet. The Council will need to make a motion to approve the monthly finance report.

Council Member Green made the motion to approve the financial reports and Council Member Moore, seconded the motion, unanimous 5-0.

With no pending business to discuss Council Member Green made the motion to recess until Friday, April 12, 2013 at 8:00am (3rd Budget Retreat) and Council Member Wall, seconded the motion, unanimous 5-0.

### **BUDGET RETREAT, APRIL 12, 2013 8:00AM**

Mayor, Pro-Tem Pardue called the meeting to order, meeting continued from April 8, 2013. All Council Members present. Mayor Swaim unable to attend.

One of our Public Works employees is having surgery and will be out around 6 weeks during our mowing season. Is the Board in agreement with getting one or two P-T people to help during our busy mowing season? The Board was in agreement with letting the Town Manager decide when to bring a P-T employee on payroll to help mow.

We discussed the sidewalk parking again on Cedarbrook....Town Manager suggests getting signs like Boonville, NO parking on sidewalk and placing them at various areas within the Town that are having issues. The Board was in agreement with the signs.

The proposed contract with Jack Wilson, CPA to audit the Town's fiscal year 2012-13 financials is for Council's consideration.

Council Member Green made the motion to approve the audit contract for fiscal year 2012-13 and Council Member Moore, seconded the motion, unanimous 5-0.

Town Manager passed out the proposed General Fund 2013-2014 budget, so the Board could go through each line item. The proposed increase for the tax rate needs to be .07 for the year. This is to cover the Town's expenses switch does not include any raises for the year. Each department has been cut from last year and (Town Manager) don't know where else to cut. The health care increased 19.6% (\$29,000), new unemployment rule 1% of wages saved (\$219.00 per

employee), internet sweepstakes closing (\$36,000) decreased revenues, no capital outlay this year except one police car (maybe).

The Board does not want to increase taxes .07 and will look at every option possible before making a decision. Board discussed employees contributing to their health care plan, and no raises this year. The Town's expenses look to be at the bare minimum and the .07 will get us where we need to be for 2013-2014. We might have to look into cutting more expenses in the departments.

Discussion:

Would having natural gas help expenses?

Would selling the Fire Department building help or renting?

Arlington building, Town Hall building?

Board wants Spring banners put up.

Board wants the Fall clean up to take place.

Board wants fireworks added to budget this year and put in a park line item so no confusion in the new budget.

Board wants to know about the final contract, Waste Management and how it will affect the new budget?

Board wants to look at paving Old, Bryant, Hardy and Cherry Street and potholes, since the current budget still has revenues?

The Friends group met April 11, 2013 for the library and they would like the Board to discuss donating the Old Town Hall, Custom Heating building and old library to sell for revenue to build a new library behind the old one.

With no pending business to discuss Council Member Moore made the motion to recess until Friday, April 19, 2013 at 8:00am (4th Budget Retreat) and Council Member Green, seconded the motion, unanimous 5-0.

### **BUDGET RETREAT, APRIL 19, 2013 8:00AM**

Mayor, Swaim called the meeting to order, meeting recessed from April 12, 2013. All Council Members present.

- Amount needed to balance budget without tax increase discussion:
- **\$110,000**
  
- Increase water fund reimbursement to 90,000 (was 45,000)
- (Would require additional water rate increase)
- **\$45,000**
  
- Charge employees 10% of health insurance premiums

- **\$22,077**
- **Comment.....seek another plan that cost less**
  
- Delete capital outlay for police cruiser
- **\$34,000**
  
- Cut donations to outside organizations (Library, Historical Society, Chambers of Commerce)
- **\$17,500**
  
- Delete Christmas Bonus to employees
- **\$16,700**
  
- Delete 401k contributions to non Law Enforcement personnel
- **\$23,950**
  
- Cut employee position
- (Actual amount will vary depending on position cut. Minimum amount shown. Could be up to 45,000 for senior position)
- **\$20,000**
- **Comment.....delete position from each department**
  
- Cut Mayor and Town Council salaries 10%
- **\$1,000**
- **Comment.....reduce by 50%.....**

**TOTAL: \$180,227**

Still discussing Tax Rates     .40     .44     .47  
Positions

Water Revenues discussion: **20% increase maybe**

Rate now:     \$17.50

Increase:     \$2.00 (maybe)

After we see where we are with the \$2.00, than look at volume increases.....

\$4.75 increased to \$5.75 volume

Water Expenses discussion:

Water loan payment \$120,000

Other line items are normal amounts for expenditures

With no pending business to discuss Council Member Moore made the motion to recess until Friday, May 10, 2013 at 7:30am (5th Budget Retreat) and Council Member Green, seconded the motion, unanimous 5-0.

At 10:00am New Water Plant dedication will take place

### **BUDGET RETREAT, MAY 10, 2013 7:30AM**

Mayor, Pro-Tem Pardue called the meeting to order, meeting continued from April 12, 2013. All Council Members present. Mayor Swaim unable to attend.

Continued discussing the tax rate staying the same at .40 or increasing to .45.....

the health insurance will still increase from \$712.00 a month to \$767.00 a month even though we are changing plans, but this will keep employees still at a zero cost. Note: The plan we currently have now is increasing to \$852.00 a month.

The water department has requested the intake in Yadkin River to be repaired in this year's budget....\$15,000 estimate to repair.

Also add the fire work line item for \$3,500.

Council Member Moore made the motion to go into close session and it was seconded by Council Member Green, unanimous 5-0.

Council Member Moore made the motion to go back into regular session and it was seconded by Council Member Green, unanimous 5-0.

Upon returning to the recess meeting from the closed session Council Member Moore made the motion to adjourn and it was seconded by Council Member Lewis, unanimous 5-0.

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Mayor Pro-Tem, Gene Pardue

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Town Clerk, Lynn Trivette