

TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
BUDGET WORKSHOP

LOCATION: COMMISSIONERS CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC 27055
FRIDAY, APRIL 26, 2024

OFFICIALS PRESENT:	STAFF PRESENT:
Mayor Eddie Norman	Town Manager: Mike Koser
Commissioners:	Town Clerk: Alex Potts
Monta Davis – Oliver	Finance Director: Hunter Gooden
Tony Hall	Police Chief: Randy Dimmette
Richie Parker	Public Works Director: Jacob Swaim
Scott Winebarger	
Chris Matthews	

The Town Board of Commissioners met in a “Special Called” Meeting on April 26, 2024, to discuss the 2024-2025 Fiscal Year Budget.

The purpose of this meeting is to give the Town Manager and other Department Heads direction to start preparing for the 2024-2025 Fiscal Year Budget and to create priorities and strategies to influence the 2024-2025 Fiscal Year Budget.

1. CALL TO ORDER

The meeting was called to order by Mayor Eddie Norman at 12:13 p.m.

2. INVOCATION

Town Manager Mike Koser offered the invocation.

3. FISCAL YEAR 2024-2025 BUDGET WORKSHOP (Attachment #1)

Town Manager Mike Koser presented the Board of Commissioners with a handout of the 2024-2025 Fiscal Year Budget Recommendations. The Town Manager’s suggestions were as follows:

1. Town Manager Mike Koser gave an overview of the General Fund revenue projections, gains, losses, and new sources of revenue:
 - The Fiscal Year 2024-2025 estimates a 7% increase in revenue.
 - Mr. Koser projected using \$150,345 from Fund Balance due to an 11% expenditure increase. This will allow for a balanced budget of \$3,559,635.
 - He mentioned that certain department expenses had increased because some employee salaries were now allocated to a different line item.

- Governing Body
 - 3% increase from the previous year.
 - 18% increase for miscellaneous line items. (Board Appreciation Dinner, Employee Christmas Luncheon, Christmas Bonus, Board meeting lunches, sympathy flowers, retiree celebrations, etc.)
 - Administration –
 - 21% increase from the previous year due to moving Inventory Clerk's salary from the Water and Sewer Fund to the General Fund.
 - NC Retirement contribution increased from 12.85% to 13.6%.
 - 8.3% increase in health insurance.
 - Elections –
 - No seats are open for election in 2024.
 - Planning and Zoning –
 - 3% increase
 - \$40,000 for Façade Grants
 - \$20,000 for Small Business Grants
 - Municipal Buildings –
 - 12% increase
 - \$10,000 to repair the fountain and exterior painting, as well as pressure washing.
 - \$6,200 for a backup power generator for IT purposes.
 - Police –
 - 8% increase
 - Continued funding for LEO Special Separation Allowance for retiring officers by State Stature (4 Officers receiving funds).
 - NC Retirement contributions increased from 12.85% to 13.6%.
 - Addition of Yadkinville Elementary School Resource Officer Position
 - 2 Vehicles with upfit.
 - MDIS License fees.
 - New Officer Equipment (vest, gun, uniforms, laptop, etc.)
 - Public Safety and Garage –
 - 32% increase
 - Increase in telephone charges.
 - Painting of garage.
 - ½ the cost of a new Public Works/ Wastewater Treatment Plant sign.
 - Replacement of a rolling toolbox.
- Mayor Norman inquired about the Maintenance & Building Repair line item. Public Works Director Swain stated that the current sign for the Public Works Facility and Wastewater Treatment Plant is falling over. He noted that they plan to construct a brick sign from excess brick they have acquired.
- Streets –
 - 26% increase
 - 59% increase in payroll from staffing change.
 - Set aside \$65,000 for street resurfacing. – ½ of Eisenhower Street and Carolina Avenue.
 - Request for \$2,500 for street sign replacement; \$3,000 for portable barricades; and \$800 for a battery-powered chainsaw.

- Powell Bill –
 - 9% decrease
 - Repaving 2 streets- ½ Eisenhower Street and Carolina Avenue for \$65,000.
 - \$12,000 budgeted for street patching
 - Will not use Powell Bill Fund Balance for FY 24-25.
 - Sanitation –
 - 5% increase
 - Republic Services' three-year contract.
 - Recreation –
 - 61% increase
 - Event Planner Salary
 - Additional Town Events
 - \$8,000 for creek riprap to protect sewer lines.
- Mayor Norman suggested a P.A. System at the Town Park. Manager Koser noted that is not included but could be added as a capital project.
- Hinshaw Gardens –
 - 0% increase
 - Manager Koser noted that the bridge on the property needs to be repaired.
 - Non-Departmental –
 - No change
 - 6 retirees receive \$350-\$600 a month for health insurance stipend.
 - Special Appropriations –
 - 9% decrease
 - Yadkin County Public Library - \$4,615
 - YMCA - \$41,500
 - Yadkin Arts Council - \$7,500
 - Hands of Hope - \$10,000
 - YVEDDI Senior Center - \$4,500
 - Project 69 Main Street Sidewalk Project – The current fund total is \$96,330.
- The Board discussed the YMCA Special Appropriation request. Manager Koser spoke with Mr. Scott Spillman from the YMCA and he stated that they are currently working with an architect and will start construction in September 2024. After more discussion, the Board agreed to give \$41,500 this year and revisit next year's request.
- General Fund Estimated Revenue –
 - 7% increase due to increased property tax values and local option sales tax revenues.
 - Tax Collections will be budgeted at a 97% collection rate for Fiscal Year 2024-25.
 - Vehicle Tax collections are projected to increase by \$3,000 from Fiscal Year 2023-2024.

- Other Sources of Revenues
 - Interest on Investments is doing well and is expected to continue through F/Y 2024-2025.
 - Powell Bill funding should improve slightly.
 - \$7,000 for building and zoning permits reflects a continuation of development.
 - \$125,000 for Solid Waste Collection Fees.
2. General Fund Bottom Line:
- 11% increase (\$377,062) from last year's proposed budget.
 - Budget, as presented with \$150,345 from Fund Balance, would be a balanced budget.
 - No major cuts for F/Y 2024-2025 department requests.
 - \$40,000 funding continuing for YMCA expansion and \$1,500 for current year operations.
 - \$7,500 funding has been requested for Yadkin Arts Council
 - \$4,615 in funding has been requested for Yadkin County Library.
 - \$30,000 funding request from Hands of Hope. Board recommending \$10,000.
 - \$4,500 funding request from YVEDDI for Senior Center.
 - Budget reflects salary adjustments based on a 4% merit increase.

WATER AND SEWER FUND

Water/Sewer Fund Bottom Line –

- 4% increase in revenue.
- 3% increase in expenditure.
- W/S Fund is balanced at \$2,984,550 with the following included:
 - \$24,680 Fund Balance Allocation
 - Manhole rehab & relining –\$125,000
 - New coring machine –\$8,000
 - New tapping machine – \$3,500
 - New laser level – \$1,500
 - Sewer Plant: Replace old plant butterfly valves – \$4,000; Replace blower #1 and #2 seals – \$15,000; New hood respirators – \$3,000
 - Water Plant: Replace mud valves –\$50,000; New finished water pump station roof – \$15,000; Replace flash mixer – \$10,000; Replace turbidimeter – \$5,000; New hood respirators - \$3,000
 - Rebuild of Water Plant filters (\$60,000 each) was not included in the budget.

Manager Koser recommended a 10% increase in water and sewer rates. He explained that the water and sewer fund had been decreasing considerably due to increased costs of chemicals, as well as depreciation of assets. To support his recommendation, Mr. Koser presented a sheet that compared the current rates with the proposed increased rates. He noted the last increase in rates took effect in 2015. After a lengthy discussion about upcoming repairs, the Board agreed to increase the rates.

Manager Koser apprised the Board that according to the PTRC, 40% of towns and counties are doing a combination of COLA and merit raises. After some discussion, the Board agreed to a maximum of 4% merit raise.

The Finance Director, Hunter Gooden, mentioned that the Town currently provides retirees with a health insurance stipend ranging from \$300 to \$600, depending on their total years of service and age. He pointed out that the cost of health insurance has significantly increased and asked for the board's input on potentially increasing the stipend.

Manager Koser asked the Board if they wanted to make any changes to the Fee Schedule. Public Works Director Jacob Swain recommended increasing the water and sewer tap fees by \$500. He presented a spreadsheet showing the total cost of materials for a water tap. For a ¾ inch water tap, not including labor or equipment, it costs \$826. Currently, the Town charges a total of \$1,000, which includes materials, labor, and road bore fees (if necessary). It was discussed that road bores incur the highest cost. After some discussion, the Board agreed to table the decision for the time being.

Upcoming Capital Projects

-Manager Mike Koser noted that he will be posting an RFQ for a new Park Master Plan.

-Mr. Koser apprised the Board of a \$284,000 appropriation from the state to extend the sewer line on Highway 601 South.

-He noted that the Town has fulfilled all obligations for the Pre-regulatory Landfill Project. The next step is the State's Remedial Action Plan.

Police Chief Randy Dimmette proposed reinstating side hustles for the Police Officers. He stated that he met with Off-Duty Management, a company that manages any off-duty assignments, such as sports events, etc. The program is free and takes care of all payroll obligations, as well as liability insurance. Chief Dimmette explained the process for requesting an off-duty officer and noted that the Town would not be involved at all other than to approve the officer for the job. After some discussion, the Board decided to table the discussion until the next Board of Commissioners meeting.

4. ADJOURNMENT

Commissioner Montu Davis-Oliver moved that the meeting adjourn. Commissioner Chris Matthews seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 2:16 p.m.
Vote 5/0

E.N.

Eddie Norman, Mayor

Alex Potts

Alex Potts, Town Clerk