

**Town of Boonville**  
**January 7, 2020, Regular Meeting Minutes**  
**Harvey E. Smith Municipal Building**

The following were in attendance at the 1/7/20 regular meeting: Mayor Vaughn Benton, Commissioners William Paul Baity, Monica Craver, Richard Lasky, Justin Phillips, and Tony Reece. Also in attendance were Town Attorney James Freeman, Finance Officer/Town Clerk Kim Wells, Public Works Director Jeff Jones, and Police Chief Jeff Hobson.

- I. Call to Order and Welcome:** Mayor Benton called the 1/7/20 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Baity motioned to approve the agenda as presented. Commissioner Reece seconded, and the motion passed unanimously.
- III. Pledge of Allegiance and Prayer:** Mayor Benton led the Pledge of Allegiance and the prayer.
- IV. Adoption of minutes:** Commissioner Baity motioned to approve the 12/3 regular session minutes. Commissioner Lasky seconded, and the motion passed unanimously.
- V. Public Comments:** None were voiced.
- VI. Old Town Business:**
  - A. Update on Water and Sewer Projects, including proposed change order:** Public Works Director Jones reported on the status of the sewer plant and stated that work had resumed in December. He informed the Board members that the package for pre-construction was delivered to the attorney and would require the signature of the Mayor and Town Clerk once approved by Attorney Freeman.
  - B. Golf Cart Ordinance (tabled from the 11/5 meeting):** David Vestal spoke as the representative of the residents and volunteered to be the chairman of the proposed committee. He presented a list of names of those who had volunteered to be on the committee. Discussion followed on possible committee members and potential liability to the town. Danny Smith asked the Board members if they were removing his name from the list because he was not located within the town limits. Discussion followed on Town Ordinances for town residents and how the Board of Adjustments and Extra Territorial Jurisdiction (ETJ) applies to out-of-town residents. The attendees supporting the committee and proposed ordinance left the meeting. Mayor Benton asked for a motion to appoint the committee. No motion was made by the commissioners; therefore, the topic died.
- IX. New Town Business:**
  - A. Budget Amendments:** Finance Officer/Town Clerk Wells reviewed a proposed list of Budget Amendments dated 1/7/20. Commissioner Baity motioned to approve Budget Amendments dated 1/7/20. Commissioner Reece seconded, and the motion passed unanimously.
- X. Reports and announcements:**
  - A. Mayor's report:** Mayor Benton asked Police Chief Hobson to report on a project he had been working on for the elderly and disabled citizens in Boonville. Police Chief Hobson reported that he and Steve Hutchens had been working on gathering information on a phone tree system that would make a daily courtesy call to those signed up for the service. If the call is not answered, the system would notify the Police Department, and police officers would follow up with a welfare check on that resident. He stated the cost would be \$28 a month for unlimited calls and could be used by all town departments. Finance Officer/Town Clerk Wells stated the cost was less than the service currently in use. Mayor Benton referenced last year's snowstorm and the blocking of driveways when scraping the streets. He mentioned having a list of volunteers to remove blockages for disabled citizens and elderly citizens who are physically unable to remove those blockages. Discussion followed on the liability to the town to be involved with this volunteer service. It was advised to have the list but not to have it associated with the town.
  - B. Finance Officer's report:** Finance Officer/Town Clerk Wells reported on the lateness of the January utility bills and the holiday. She reported that the second appropriation of the Powell Bill funds were received in the amount of \$18,799.57. Mrs. Wells reported on Microsoft Windows updates and how this could possibly be a budget amendment at a later date since it was not a budgeted item. She then reviewed the Budget vs. Actual report.
  - C. Public Works Director's report:** Public Works Director Jones reported on the annual leaf and Christmas tree pickup. He stated that work had begun on the rehabilitation of the town water tank. He then reported on the status of the Christmas angel lights.

- D. Police Chief's report:** Police Chief Hobson had nothing else to report.
- E. Fire Department's Reports:** No one was in attendance from the Fire Department.
- F. Departmental Commissioner's Reports:** No commissioners had anything to report.
- G. Committee reports as needed:** Debbie Cooper, BBDDA, thanked the Board members for the help with the Tree Lighting Ceremony and for the Christmas tree purchase. She commented on the Small Town Christmas event and stated the organization was beginning work on the summer Melon Festival.


**XI. Closed Session per NCGS 143-318.11(a)(6) – Personnel:** Commissioner Baity motioned to go into closed session per NCGS 143-318.11(a)(6)-Personnel. Commissioner Reece seconded, and the motioned passed unanimously at 7:56 p.m.

Commissioner Baity motioned to return to open session. Commissioner Phillips seconded, and the motioned passed unanimously at 8:21p.m.

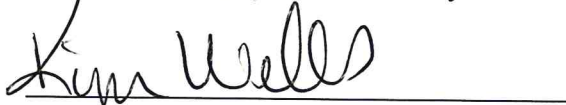
Commissioner Baity motioned to hire Justin Keaton full time at a rate of \$11.75 for the Public Works Department, effective 1/8/20. Commissioner Phillips seconded, and the motioned passed unanimously.

Commissioner Baity motioned to hire Haley Beam part time at a rate of \$13.50, for the Police Department pending completion of paperwork and drug testing. Commissioner Reece seconded, and the motioned passed unanimously

**XII. Adjourn:** Commissioner Lasky motioned to adjourn. Commissioner Baity seconded, and the motioned-passed unanimously. The meeting adjourned at 8:23 p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk



# Proposed Budget Amendment - January 7, 2020

By Kim Wells, Finance Officer

2011 corrected

Account Number	Description	Current Budget \$	Amendment	Ending Budget \$
<b>General Fund</b>				
<b>Revenues</b>				
100 - 402 - 40002 -	31100 Tax Discount	(3,800)	(207)	(4,007) Adj to actual
100 - 406 - 40006 -	33500 Miscellaneous Revenue	1,800	7,200	9,000 Includes PD calendar sales 500, 6750 copier byout
100 - 406 - 40006 -	33503 Insurance Proceeds	-	2,095	2,095 Adj to actual
100 - 415 - 40010 -	36701 Sales Tax Refund	3,000	90	3,090 Adj to actual
100 - 422 - 40022 -	39910 Beginning Fund Balance	112,785.00	12,232	125,017.00 To balance budget
			21,410	
<b>Expenses</b>				
<b>Administration</b>				
100 - 420 - 50400 -	40034 Equipment Exp/Rental	2,700	6,111	8,811 Projected for Year End
100 - 420 - 50400 -	40054 Professional Insurance	2,500	928	3,428 Adj to actual
100 - 420 - 50400 -	40074 Capital Outlay	-	5,191	5,191 To record Heat Pump purchase
100 - 510 - 50400 -	40017 M & R Vehicles	3,000	500	3,500 Projected for Year End
100 - 510 - 50400 -	40033 Supplies & Materials	570	230	800 Projected for Year End
100 - 510 - 50400 -	40055 Community Outreach	-	500	500 To record the calendar proceeds
100 - 510 - 50400 -	40075 Computer Expense	3,800	1,200	5,000 To record new monthly service with DRS
<b>* New GL Account</b>				
100 - 560 - 50400 -	40016 M & R Equipment	2,400	3,100	5,500 Damage to street lights / service chipper
100 - 560 - 50400 -	40254 Group Insurance	11,900	1,700	13,600 Projected for Year End / record higher workers comp rate than planned
100 - 570 - 50400 -	40157 Safety	-	133	133 Adj to actual
100 - 570 - 50400 -	40073 Other Improvements	23,453	(133)	23,320 Move funds to safety line
100 - 580 - 50400 -	40038 Tipping Fees- Landfill	6,600	1,400	8,000 Projected for Year End
100 - 580 - 50400 -	40254 Group Insurance	2,450	550	3,000 Projected for Year End / record higher workers comp rate than planned
			21,410	
<b>Enterprise Fund</b>				
<b>Revenues</b>				
300 - 406 - 40006 -	33500 Miscellaneous Revenue	200	1,500	1,700 To record over payment of workers comp through Water/Sewer Departments
300 - 422 - 40022 -	39910 Beginning Fund Balance	230,680.00	(1,000)	229,680.00 To balance budget
			500	
<b>Expenses</b>				
<b>Water</b>				
300 - 810 - 50000 -	40002 Salaries	84,000	(18,300)	65,700 To move salaries for Work Force Temp
300 - 810 - 50000 -	40003 Contract Labor	-	18,300	18,300 To Record Work Force Temp worker through January 2020
300 - 820 - 50400 -	40015 M & R Bldg and Grounds	500	500	1,000 Projected for Year End
			500	

# Proposed Budget Amendment - January 7, 2020

By Kim Wells, Finance Officer

Original

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<b>General Fund</b>				
<b>Revenues</b>				
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100 - 406 - 40006 -	33500 Miscellaneous Revenue	1,800	7,200	9,500 Includes PD calendar sales 500, 6750 copier byout
100 - 406 - 40006 -	33503 Insurance Proceeds	-	2,095	2,095 Adj to actual
100 - 415 - 40010 -	36701 Sales Tax Refund	3,000	90	3,090 Adj to actual
100 - 422 - 40022 -	39910 Beginning Fund Balance	112,785.00	16,032	128,817.00 To balance budget
			21,410	
<b>Expenses</b>				
<b>Administration</b>				
100 - 420 - 50400 -	40034 Equipment Exp/Rental	2,700	6,111	8,811 Projected for Year End
100 - 420 - 50400 -	40054 Professional Insurance	2,500	928	3,428 Adj to actual
100 - 420 - 50400 -	40074 Capital Outlay	-	5,191	5,191 To record Heat Pump purchase
<b>Police</b>				
100 - 510 - 50400 -	40017 M & R Vehicles	3,000	500	3,500 Projected for Year End
100 - 510 - 50400 -	40033 Supplies & Materials	570	230	800 Projected for Year End
100 - 510 - 50400 -	40055 Community Outreach	-	500	500 To record the calendar proceeds
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<b>* New GL Account</b>				
<b>Streets</b>				
100 - 560 - 50400 -	40016 M & R Equipment	2,400	3,100	5,500 Damage to street lights / service chipper
100 - 560 - 50400 -	40254 Group Insurance	11,900	1,700	13,600 Projected for Year End / record higher workers comp rate than planned
<b>Powell Bill</b>				
100 - 570 - 50400 -	40157 Safety	-	133	133 Adj to actual
100 - 570 - 50400 -	40073 Other Improvements	23,453	(133)	23,320 Move funds to safety line
<b>Sanitation</b>				
100 - 580 - 50400 -	40038 Tipping Fees- Landfill	6,600	1,400	8,000 Projected for Year End
100 - 580 - 50400 -	40254 Group Insurance	2,450	550	3,000 Projected for Year End / record higher workers comp rate than planned
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<b>Sewer</b>				
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100 - 422 - 40022 -	39910 Beginning Fund Balance	112,785.00	16,032	128,817.00	To balance budget
			21,410		new balance
<b>Expenses</b>					
<b>Administration</b>					
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