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 Amendm - January 7, 2020 By Kim Wells, Finance Officer

	A	Account Number	Description	Current Budget \$ A	Amendment Ending Budget \$	Jing Budget \$
General Fund						
Revenues						
	10	100 - 402 - 40002 -		(3,800)	(207)	(4,007) Adj to actual
	10	100 - 406 - 40006 -		1,800	7,200	9,000 Includes PD calendar sales 500, 6750 copier byout
	10	100 - 406 - 40006 -	33503 Insurance Proceeds	•	2,095	2,095 Adj to actual
	10	100 - 415 - 40010 -		3,000	06	3,090 Adj to actual
	91	100 - 422 - 40022 -	39910 Beginning Fund Balance	112,785.00	12,232	125,017.00 To balance budget
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	. 10	100 - 420 - 50400 -		2,500	928	3,428 Adj to actual
	10	100 - 420 - 50400 -	40074 Capital Outlay	Î.	5,191	
Police		100 - 510 - 50400 -	40017 M & R Vehicles	000 8	001	2 FOO Destinated for Voca End
				ס ני	990	
* New GL Account		100 - 510 - 50400 -	40055 Committy Outreach	0/5	730	800 Projected for Year End
		100 - 510 - 50400		000	200	
	7	- 010	400/5 Computer expense	3,800	1,200	5,000 To record new monthly service with DRS
Streets		100 - 560 - 50400 -	40016 M & R Equipment	2,400	3,100	5,500 Damage to street lights / service chipper
	10	100 - 560 - 50400 -	40254 Group Insurnace	11,900	1,700	13,600 Projected for Year End / record higher workers comp rate than planned
Powell Bill		100 - 570 - 50400 -	40157 Safety	,	133	133 Adi to artua
	10	100 - 570 - 50400 -		23,453	(133)	23,320 Move funds to safety line
Sanitation		100 - 580 - 50400 -		009'9	1,400	8,000 Projected for Year End
	10	100 - 580 - 50400 -	40254 Group Insurnace	2,450	250	3,000 Projected for Year End / record higher workers comp rate than planned
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Enterprise Fund	P					
Revenues	nues		and the contract of the contract statement o			
	30	300 - 406 - 40006 -	33500 Miscellaneous Revenue	200	1,500	1,700 To record over payment of workers comp through Water/Sewer Departments
	30	300 - 422 - 40022 -	39910 Beginning Fund Balance	230,680.00	(1,000)	229,680.00 To balance budget
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0 Water	Sec	300 - 810 - 50000 -	40002 Salaries	84.000	(18.300)	65 700 To move salaries for Work Force Temp
		300 - 810 - 50000 -		•	18,300	18,300 To Record Work Force Temp worker through January 2020
Sewer		300 - 820 - 50400 -	40015 M & R Bldg and Grounds	200	200	1,000 Projected for Year End

Proposed Budget Amendm - January 7, 2020
By Kim Wells, Finance Officer

Personal Revenues 100 - 402 - 40002 33100 National Revenue 1,800 7,200 3500 National Revenue 1,800 7,200 3500 National Revenue 1,800 7,200 3,500 National Revenue 1,800 National Revenu		Account Number	Description	Current Budget \$ Ame	Amendment Enc	Ending Budget \$
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Proposed Budget Amendmt - January 7, 2020 By Kim Wells, Finance Officer

		Account Number	Description	Current Budget \$ Am	Amendment Ending Budget \$	ling Budget \$
General Fund	Fund					
	Revenues	100 - 402 - 40002 -	31100 Tax Discount	(3,800)	(4,007)	(207) Adj to-actual OX Ce ONO F
		100 - 406 - 40006 -		1,800	\	CIOOC.9,500 Ancludes PD calendar sales 500, 6750 copier byout
		100 - 406 - 40006 -		•	2,095	2,095 Adj to actual
		100 - 415 - 40010 -		3,000	-90	3,090 Adj to actual
		100 - 422 - 40022 -	39910 Beginning Fund Balance	112,785.00	(16,032×	128,817.00 Tro balance budget Comment of the Commen
	Expenses				25,410	2012
	Administration	100 - 420 - 50400 -	40034 Equipment Exp/Rental	2,700	6,111	811 Proje
		100 - 420 - 50400 -	40054 Professional Insurance	2,500		
		100 - 420 - 50400 -	40074 Capital Outlay	i	5,191	5,191 To record Heat Pump purchase
	Police	100 - 510 - 50400 -	40017 M & R Vehicles	3,000	005	3 SOO Projected for Year End
		510 -	40033 Supplies & Materials	570	230	Projected for Year End
* New GL Account	Account	100 - 510 - 50400 -		•	200	proceeds
		100 - 510 - 50400 -	40075 Computer Expense	3,800	1,200	5,000 To record new monthly service with DRS
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	Revenues		nota de como como como departe de como del como del como de co			
		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
	ı				200	
c	expenses	0000		000	1000	
o	Malei	300 - 810 - 50000 -		84,000	18,300)	55,700 To Donney Mark Earns Town work Force Lemp
				Ü	10,000	
	Sewer	300 - 820 - 50400 -	40015 M & R Bldg and Grounds	200	200	1.000 Projected for Year End
					200	70