

**Town of Boonville
December 7, 2021, Regular Meeting Minutes
Boonville Library**

The following were in attendance at the 12/7/21 regular meeting: Mayor Vaughn Benton; Mayor Pro-tem Justin Phillips, Commissioners David Cox, Monica Craver, Dwaine Dobbins, and Tim Driver. Also in attendance were Finance Officer/Town Clerk Kim Wells, Interim Public Works Director Tim Collins, Police Chief Jeff Hobson, Administrative Assistant/Zoning Officer Steve Hutchens, and Public Works Tech/Administrative Assistant Crystal Hutchens. Town Attorney James Freeman was present via Zoom.

- I. Call to Order and Welcome:** Mayor Benton called the 12/7/21 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Amendments to the agenda were recommended as follows. Added under Old Town Business, item D: Department of Transportation (DOT) Quote on Purchase of Right-of-Way for Library and Municipal Building/Town Hall. Added under New Town Business, item-K: Amendment of Audit Contract, and item-L: Proposed Estimate of Catwalk Repair at the Sewer Plant. Commissioner Craver motioned to accept the agenda as amended. Commissioner Phillips 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:** The Board members discussed the signature on the drafted minutes and recommended that Mayor Benton's name be replaced with Mayor Pro-tem Phillips name. Commissioner Craver motioned to approve the minutes as presented with the signature changed. Commissioner Phillips seconded, and the motion passed unanimously.
- V. Public Comments:** None were voiced.
- VI. Old Town Business:**
 - A. American Rescue Plan (ARP) and Coronavirus Aid, Relief, and Economic Security (CARES) Fund Projects:** Commissioner Craver updated the Board members on the status of the ARP and Cares Act funds. She stated that the Town had been awarded an additional \$3 million from the General Assembly for extra ARP funds to be used for new infrastructure projects. She reminded the Board members that these additional funds would not be eligible for use on prior projects or debt service.
 - 1. Presentation by Draper and Associates:** Ethan Gartin, Project Engineer for Draper and Associates, addressed the Board members and gave examples of how his firm could assist Boonville with upcoming projects. Interim Public Works Director Tim Collins stated that Jonesville had used this firm for projects and highly recommended them for Boonville.
 - 2. Discussion on Bonus Pay for Full-time and Part-time employees:** Commissioner Craver asked the Board members to consider giving the Town employees hazard pay bonuses. She proposed an amount of \$1,000 for full-time employees and \$500 for active part-time employees. These bonuses would be paid from ARP funds since these employees are all considered, "essential." Discussion followed. Commissioner Cox motioned that the remaining CARES funds and ARP funds at a rate of \$1,000 for full-time and \$500 for part-time employees be rewarded for hard work and dedication. Commissioner Craver seconded, and the motion passed unanimously. Discussion followed on the pay date. It was the consensus of the Board members to disburse the funds dated no later than December 15, 2021.
 - B. Repairs to the Generator:** Commissioner Craver stated that the parts remain on backorder. Discussion followed. The topic will be tabled until parts are available.
 - C. Update on the Chart Recorder at the Sewer Plant:** Public Works Tech/Administrative Assistant Crystal Hutchens updated the Board members on the status of the insurance claim for the chart recorder. She stated the claim was accepted, and that it covered the cost of the recorder less than the \$1,000 deductible.
 - D. DOT Quote on Purchase of Right-of-Way for the Library and Municipal Building/Town Hall:** Finance Officer/Town Clerk Wells updated the Board members on DOT's right-of-way purchase. Although the Board members had approved a proposal in November, there are two additional proposals requiring action on the Boonville Community Public Library and Municipal Building/Town Hall property. Discussion followed. Commissioner Cox motioned to accept DOT's proposal for the Boonville Community Public Library and Municipal Building/Town


Hall property for intersection project. Commissioner Dobbins seconded, and the motion passed unanimously.


VII. New Town Business:

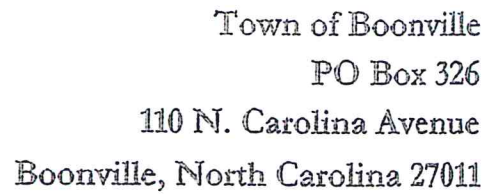
- A. Ratify the consensus to Purchase Uniform and Supplies from Sellmark:** The Board members discussed the Police Department's needs for each officer so sharing would not be required. Commissioner Cox motioned to approve purchasing uniform and supplies out of the Cares Act Funds. Mayor Pro-tem Phillips seconded, and the motion passed unanimously.
- B. Ratify the consensus to increase Steve Hutchens' pay rate from \$15.35 hour to \$15.75 hour:** Commissioner Cox motioned to ratify the consensus of the Board members to increase Steve Hutchens' pay rate from \$15.35 hour to \$15.75 hour. Commissioner Craver seconded, and the motion passed unanimously.
- C. Ratify the consensus to approve Detroit Salt Tonnage Commitment of 20 short tons:** The board members discussed the new requirement for salt for the upcoming winter season. Commissioner Cox motioned to ratify the consensus to approve Detroit Salt Tonnage Commitment of 20 short tons. Commissioner Dobbins seconded, and the motion passed unanimously.
- D. Ratify the consensus to update the 2021 Meeting Schedule by moving the December meeting from the Harvey Smith Municipal Building to the Boonville Community Public Library:** The Board members discussed the fact that the Dewey's Holiday Store is in the Board members chambers from Thanksgiving until Christmas. Commissioner Cox motioned to update the meeting schedule to hold the December Town Board meeting in the Boonville Community Public Library. Commissioner Dobbins seconded, and the motion passed unanimously.
- E. Approve the 2022 Meeting Schedule:** Commissioner Craver motioned to accept the 2022 Meeting Schedule as presented. Mayor Pro-tem Phillips seconded, and the motion passed unanimously.
- F. Town Server – budgeted item:** The Board members discussed the purchase of the new server with the cost spread among the different departments. Commissioner Craver motioned to spend \$4,375 on a new server. Commissioner Cox seconded, and the motion passed unanimously.
- G. Approve the payment of invoice #42542 from Surry Chemicals in the amount of \$3,400:** The Board member discussed the invoice received from Surry Chemicals. Commissioner Cox motioned to pay the invoice in the amount of \$3,400. Mayor Pro-tem Phillips seconded, and the motion passed unanimously.
- H. Approve the contracted amounts from Jason Pinnex:** Commissioner Craver informed the Board members that Mr. Pinnex was renovating the sewer plant. She stated that he is insured and can offer his services and equipment for other items for the Town. Commissioner Craver reported on how he was able to assist with a major water leak on E. Main Street. Discussion followed. Commissioner Cox motioned to award Jason Pinnex the contracted amounts. Commissioner Driver seconded, and the motion passed unanimously.
- I. Proposed Budget Amendments:** The Board members discussed the proposed budget amendments. Commissioner Craver motioned to approve the proposed budget amendments less the modifications of the sewer plant since those funds will be taken from ARP funds. Commissioner Cox seconded, and the motion passed unanimously.
- J. Paving quote from Carter and Kirk Paving:** The Board members discussed the paving quote from Carter and Kirk Paving including the added work requested by Commissioner Cox. Commissioner Cox motioned to approve the Carter and Kirk quote of \$4,000. Commissioner Driver seconded, and the motion passed unanimously.
- K. Amendment of Audit Contract:** The Board members discussed the amendment to the annual audit contract with COVID being the reason for the amendment. Commissioner Craver motioned that we modify contract, dated January 31, 2022. Commissioner Cox seconded, and the motion passed unanimously.
- L. Proposed estimate to repair Catwalk at the Sewer Plant:** The Board members discussed the quote to repair the catwalk at the sewer plant due to OSHA safety reasons. Commissioner Craver motioned to spend \$2,150 to repair catwalk. Mayor Pro-tem Phillips seconded, and the motion passed unanimously.

VIII. Reports and announcements:

- A. **Mayor's report:** Mayor Benton reported on the establishment of a \$25,000 endowment for the Boonville Community Public Library that will be managed by the North Carolina Community Foundation through the Yadkin County Community Foundation. Proceeds from the sale of books about Boonville authored by Dr. Allen Speer will also be donated to the endowment.
- B. **Finance Officer's report:** Finance Officer/Town Clerk Wells thanked everyone for their support while she was out with COVID. She then reviewed the budget vs actual report.
- C. **Zoning Officer's report:** Administrative Assistant/Zoning Officer Hutchens reported on recent zoning permits issued and fines that were being assessed for non-compliant issues.
- D. **Public Works Director's report:** Interim Public Works Director Tim Collins reported on the status of old violations the Town had been made aware of. Although he does not believe the Town is in violation in these areas, he is conducting his own research for proof and verification. Mr. Collins commended the Public Works Department employees and reiterated that the sewer plant needs work daily. Commissioner Craver suggested hiring someone for four hours minimal daily to assist with the sewer plant. Discussion followed. She then stated that Mark Holler would be marking the property lines so the road to the sewer plant could be repaired.
- E. **Police Chief's report:** Police Chief Hobson reported that there were no issues in the Police Department and that Police Department personnel had been assisting Public Works Department personnel when possible. He thanked everyone for their assistance with the Small-Town Christmas parade.
- F. **Fire Department Report:** Fire Chief Brandon Renegar reviewed the statistics of Fire Department calls and reported on other items within the Fire Department. He referenced new software the Department was obtaining that may be beneficial to the Public Works Department.
- G. **Departmental Commissioner's Reports:**
Commissioner Cox reported on grant opportunities Chief Hobson was investigating and applying for. He expressed how pleased he is with the Police Department. Commissioner Craver stated that everyone was helping where needed and are working well together. She referenced the decorations at the Brown Building. Commissioner Cox stated there are grants available that could renovate the building. He asked that a committee be established for this. No other Commissioners gave a report.
- H. **Committee reports as needed:** BBDDA President, Kristen Johnson, thanked the Town and Fire Department employees for help with the parade and tree lighting.
- IX. **Adjourn:** Mayor Pro-tem Phillips motioned to adjourn. Commissioner Dobbins seconded, and the motion passed unanimously. The meeting ended at 8:19 p.m.


R. Devaughn (Vaughn) Benton, Mayor


Kim Wells, Finance Officer/Town Clerk



VENDOR NAME	Sellmark
VENDOR ADDRESS	Texas

SUBMITTED BY: <i>J. Helton</i>	DATE: 11-12-21
DEPARTMENT HEAD: <i>J. Helton</i>	DATE: 11-12-21

**FINANCE OFFICER /
DEPUTY FINANCE OFFICER:**

DATE: 11-12-21



MORTON SALT



11/11/2021

BOONVILLE TOWN
PO BOX 326
BOONVILLE, NC 27011

Dear Sir/Madam:

DETROIT SALT CO. is pleased to offer you the following bulk deicing salt pricing for the season 2021/2022.

Product Name	Valid From	Valid To	Transport Mode	Minimum Order	Price Per Short Ton
Bulk Safe-T-Salt	11/1/2021	4/30/2022	PICK UP	20-25	\$110.35

Quoted Tonnage: 20 SHORT TONS

Do you wish to change the tonnage? YES ___ NO ___ new requested tonnage is _____ short tons

Reason for tonnage change: _____

This is a **PICK UP ONLY price** based upon full truckload quantities from SELLER's location **SILOAM, NC**.

Any applicable taxes are extra. Terms are net 30 days, contingent on credit approval. Initial order must be placed by December 31, 2021.

Tonnage Commitment: SELLER agrees to supply up to 100% of the Quoted Tonnage, and CUSTOMER guarantees to purchase a minimum of 100% of the total Quoted Tonnage by March 31, 2022. SELLER will invoice CUSTOMER for any shortfall below the minimum committed tonnage at the quoted price within thirty (30) days of the purchase deadline.

Please review your information below and advise if any changes are required:

BOONVILLE TOWN

Printed Name and Title of Customer's authorized representative:

PICK UP ONLY

CRYSTAL HUTCHENS: 336-367-7941

Email Address: _____

Phone Number: _____

To confirm and accept this quote, please sign this form and return via e-mail, mail or fax to SELLER within seven (7) days of the date of this quote.

CUSTOMER ACCEPTANCE: I accept this price quote for CUSTOMER for Season 2021/2022.

CUSTOMER's Signature: _____ Date: _____

This quote is valid for acceptance by CUSTOMER within seven (7) days after the date of issuance. If this form is not signed and returned by CUSTOMER to SELLER within seven (7) days, then the quote is null and void. This quote is not binding on Seller until CUSTOMER's signed acceptance form is accepted and confirmed in writing by Seller.

STANDARD TERMS FOR GOVERNMENTAL BULK DEICING SALT CUSTOMERS (2021-2022 WINTER SEASON)

12841 Sanders Street
Detroit, MI 48217

Phone 313-841-5144
Fax 313-841-1102

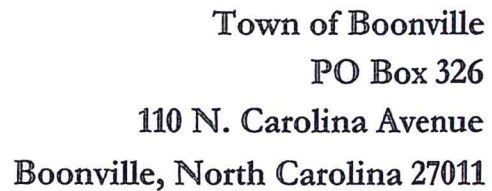
Quotes email: sales@detroitssalt.com
Orders email: orders@detroitssalt.com

Page 1 of 2

"SELLER" means Morton Salt, Inc. (for sales in Ohio, Pennsylvania, Illinois, and Utah) or Detroit Salt, L.C. (for sales in Michigan, Indiana, Wisconsin, Tennessee, Kentucky, and North Carolina)

"CUSTOMER" means the customer signing the price quote; and **"TONS"** means short tons

1. Orders based on the price quote are subject to the terms and conditions set forth herein, and no agreement or other understanding in any way modifying or supplementing these conditions shall be binding upon SELLER unless made in writing and signed by an authorized executive of SELLER.
2. All orders are subject to product availability. SELLER reserves the right to decline any order, suspend a shipment, or terminate an existing order for any reason that affects SELLER's ability to deliver product, including, without limitation, conditions at production facilities or terminals of SELLER or SELLER's affiliates.
3. Effort will be made to ship Product as soon as possible after an order is accepted by SELLER, however SELLER shall not be responsible for any delay or failure to deliver caused wholly or in part by any cause not resulting from SELLER'S negligence, including without limitation, fire, flood, accident, strike, labor trouble, civil commotion, acts of terrorism, war, demands, requests or requirements of governmental authority, failure in production equipment, product availability, inability to obtain fuel, power, raw materials or shipping capacity or acts of God, including snow, ice or other weather-related problems. Transportation surcharges may be applied in the event of significant cost increases in transportation beyond the reasonable control of SELLER.
4. Please order at least 24 hours prior to the expected delivery date. Delivered pricing quotes are based on shipments made in dump trucks carrying a minimum quantity of 22-25 tons per shipment, except for the following: in Michigan, there is 50-ton minimum quantity per shipment; in Utah: a 40-ton minimum (or single trailer, 25 ton minimum or in-axle truck 18-ton minimum); in Ohio: piler delivery-200 ton minimum; a 10-ton minimum per truck pick up where offered and available. Normal delivery is 1 to 5 business days.
5. Prices quoted are good for the product sourced from the stated shipping location. Any orders for product quantities exceeding Quoted Tonnage is subject to product availability and may be declined by SELLER with no liability to Customer, or may be sourced from an alternate shipping location within SELLER's network of affiliates, and are subject to price adjustment for incremental transportation costs incurred by SELLER to fulfill such orders. SELLER reserves the right: (i) to direct Customer pickups to an alternate shipping location within a specific market (within fifty(50) miles of the original shipping location), depending on SELLER's inventory availability, and (ii) charge a fee for any in-transit load that is diverted from its original destination in order to fulfill CUSTOMER's order. For delivered pricing quotes, if fuel costs rise to a level requiring carriers to implement a fuel surcharge, SELLER reserves the right to invoice Customer for the fuel surcharge amount as an additional charge that will be shown as a separate line item on the invoice. If implemented, the fuel surcharge amount may vary weekly, and are based on the fuel cost averages published at www.eia.doe.gov.
6. Orders must be placed via email at orders@detroit salt.com. Orders placed for pickup may not be available for 24 hours from the time the order is placed.
7. SELLER warrants the product sold hereunder is suitable for ice control only. SELLER's liability is limited to providing additional material, to the extent any material is shown to be otherwise than warranted, and SELLER shall be in no event liable otherwise or for indirect or consequential damages. THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
8. Any claims of quantity errors, quality issues, or damages must be made in writing to SELLER within five (5) days of delivery and must include satisfactory evidence. Customer, by acceptance of the Product, assumes all risk and responsibility incident to the handling and use of said product and for the results obtained through the use of said material, and shall indemnify and hold SELLER harmless of and from any and all claims with respect thereto.
9. The price quote does not include any sales, use or other taxes, which will be added to the price, if applicable, as a separate line item at time of invoicing. All purchases are subject to the appropriate sales tax rate, and the Customer will be charged such tax unless Customer is exempt and has provided SELLER with the appropriate sales tax exemption certificate for Customer.
10. Payment is due net thirty (30) days, subject to SELLER's Credit Department approval. SELLER reserves the right to charge a one and a half percent (1 ½%) per month service charge on amounts outstanding more than thirty (30) days from the date of the invoice, effective as of the thirty-first day from the date of invoice. SELLER also reserves the right upon notice to CUSTOMER to condition any future shipments (including those previously ordered or in transit) upon SELLER'S receipt of cash, certified or cashier's check in the amount of the invoiced price for such shipments and inclusive of all freight.
11. In the event of a product shortage, SELLER has the right to allocate available product among its customers, including itself.
12. This price quote and terms herein are construed and governed by the laws of the State of Illinois.



VENDOR NAME	Detroit Salt
VENDOR ADDRESS	

SUBMITTED BY: <i>Kim Wells</i>	DATE: 12-3-21
DEPARTMENT HEAD:	DATE:

FINANCE OFFICER /
DEPUTY FINANCE OFFICER: _____ DATE: _____

TOWN OF BOONVILLE
2021 TOWN BOARD MEETING SCHEDULE
TO BE HELD AT THE HARVEY SMITH MUNICIPAL BUILDING
LOCATED AT 108 N. CAROLINA AVE.

Meeting Schedule revised in November by consensus , ratified on 12/7/21

DAY/DATE	TYPE OF MEETING	TIME
Tuesday, January 5, 2021	TOWN BOARD	7:00 PM
Tuesday, February 2, 2021	TOWN BOARD	7:00 PM
Tuesday, March 2, 2021	TOWN BOARD	7:00 PM
Tuesday, April 6, 2021	TOWN BOARD	7:00 PM
Tuesday, May 4, 2021	TOWN BOARD	7:00 PM
Tuesday, June 1 2021	TOWN BOARD	7:00 PM
Tuesday, August 3, 2021	TOWN BOARD	7:00 PM
Tuesday, September 7, 2021	TOWN BOARD	7:00 PM
Tuesday, October 5, 2021	TOWN BOARD	7:00 PM
Tuesday, November 2, 2021	TOWN BOARD	7:00 PM
* Tuesday, December 7, 2021	TOWN BOARD	7:00 PM

* TO BE HELD AT THE BOONVILLE LIBRARY, LOCATED AT 121 W. MAIN STREET, BOONVILLE

TOWN OF BOONVILLE
2022 TOWN BOARD MEETING SCHEDULE
TO BE HELD AT THE HARVEY SMITH MUNICIPAL BUILDING
LOCATED AT 108 N. CAROLINA AVE.

DAY/DATE	TYPE OF MEETING	TIME
Tuesday, January 4, 2022	TOWN BOARD	7:00 PM
Tuesday, February 1, 2022	TOWN BOARD	7:00 PM
Tuesday, March 1, 2022	TOWN BOARD	7:00 PM
Tuesday, April 5, 2022	TOWN BOARD	7:00 PM
Tuesday, May 3, 2022	TOWN BOARD	7:00 PM
Tuesday, June 7 2022	TOWN BOARD	7:00 PM
Tuesday, August 2, 2022	TOWN BOARD	7:00 PM
Tuesday, September 6, 2022	TOWN BOARD	7:00 PM
Tuesday, October 4, 2022	TOWN BOARD	7:00 PM
Tuesday, November 1, 2022	TOWN BOARD	7:00 PM
* Tuesday, December 6, 2022	TOWN BOARD	7:00 PM

* TO BE HELD AT THE BOONVILLE LIBRARY, LOCATED AT 121 W. MAIN STREET, BOONVILLE

Received from DRS on
11-4-21 (KWO)

DRS Technology Inc.
PO Box 2377
Yadkinville, NC 27055 US

DRS TECHNOLOGY

ADDRESS
TOWN OF BOONVILLE
PO BOX 326
BOONVILLE, NC 27011

SHIP TO
TOWN OF BOONVILLE
TOWN OF BOONVILLE
PO BOX 326
BOONVILLE, NC 27011

Quote 1048

DATE 03/09/2021

SALES REP
DON

ACTIVITY	QTY	RATE	AMOUNT
NETWORK:SERVERSOMLETE FILESERVER (LENOVO THINKSERVER OR DELL POWER EDGE DEPENDING ON AVAILABILITY) WITH WINDOWS SERVER 2016 ESSENTIALS WITH 25 USER ACCESS LICENSES. 2 1TB ENTERPRISE HARD DRIVES IN RAID-1 CONFIGURATION. INCLUDES ALL IN-SHOP LABOR TO INSTALL AND CONFIGURE O/S, INSTALL WINDOWS UPDATES, INSTALL AND CONFIGURE USB BACKUP, INSTALL AND CONFIGURE DNS SERVER, SETUP USERS AND GROUPS.	1	3,150.00	3,150.00T
HARD DRIVES:EXTERNAL:USB BACKUP DRIVE 1TB USB DATA BACKUP DRIVE	1	99.00	99.00T
LABOR:OUTSIDE ESTIMATED ON-SITE LABOR REQUIRED TO DELIVER AND SETUP SERVER, BACKUP AND RESTORE SERVER DATA, SETUP WORKSTATIONS ONTO NETWORK, TRANSFER DATA TO NEW SERVER, SETUP NETWORK PRINTERS ETC...	10	85.00	850.00T
NOTE: THIS IS AN ESTIMATE OF LABOR NORMALLY REQUIRED FOR A NETWORK OF THIS SIZE AND SCOPE. ACTUAL LABOR REQUIRED FOR THIS JOB WILL BE BILLED AT OUR NORMAL HOURLY RATE. (\$85/HR)			

DRS Technology
301B East Lee Ave
Yadkinville, NC, 27055
www.drstechnology.com

ACTIVITY	QTY	RATE	AMOUNT
----------	-----	------	--------

MISC:MISC

1

0.00

0.00T

PLEASE NOTE THAT ALL EXISTING
WORKSTATIONS THAT ARE TO BE CONNECTED
TO THIS SERVER WILL NEED TO HAVE WINDOWS
10 PRO PRIOR TO CONNECTING TO THIS SERVER.
ANY WINDOWS 7 WORKSTATIONS WILL NEED TO
BE UPGRADED TO WINDOWS 10 PRO.

SUBTOTAL

4,099.00

TAX

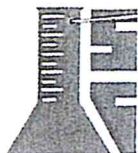
276.68

TOTAL

\$4,375.68

Accepted By

Accepted Date



SURRY CHEMICALS, INC.
241 HICKORY STREET
MOUNT AIRY, NC 27030
336-786-4607
SURRYCHEMICALS.COM

Page 1 of 1

Invoice Date	Invoice Number
11/28/2021	42452
Due Date	Order Number
12/28/2021	23266

INVOICE

Sold To:

TOWN OF BOONVILLE, NC
P.O. BOX 326
BOONVILLE, NC 27011

Ship To:

TOWN OF BOONVILLE
471 LON AVENUE
BOONVILLE, NC 27011

Ship Date		Ship Via		Freight Terms		Payment Terms		
11/22/2021		SCI		DELIVERED		1% 10 NET30		
Purchase Order Number			SLS		Order Date		Customer Number	
VBL-CRYSTAL			RLG		11/19/2021		B74	
QTY Shipped		Packaging	Total Quantity	Product			Unit Price	Amount
4		500 # DRUM	2,000 #	SODIUM HYPOCHLORITE SOLUTION			0.2000 / #	400.00
4		600 # DRUM	2,400 #	AQUA PURE 3655			1.2500 / #	3,000.00
Merchandise SubTotal							3,400.00	
Total Invoice							3,400.00	

Please Remit Payment To: **Surry Chemicals, Inc. • 241 Hickory St. • PO Box 1447 • Mount Airy, NC 27030**

Contract

☐ ESTIMATE (ADDITIONAL CHARGE)

DATE 12-2-21	<input type="checkbox"/> SERVICE <input type="checkbox"/> INSTALL	<input type="checkbox"/> WILL CALL <input type="checkbox"/> DELIVER	PHONE 336-970-3399
NAME Jason Pinnix (Contract)			MAKE
ADDRESS 2753 Lime rock Rd			MODEL
Boonville NC 27011			SERIAL
ITEM TO BE SERVICED		NATURE OF SERVICE REQUEST	

QTY.	PART #	DESCRIPTION OF PARTS OR MATERIALS	PRICE	AMOUNT
		- Minimum to bring excavator and one hour worth of work		350.00
		- each additl hour		85.00
		- for the town of Boonville.		
LABOR PERFORMED - Insurance is on file with town Hall.			TOTAL MATERIALS	
			TAX	
			TOTAL LABOR	
			TOTAL AMOUNT	

DATE WANTED	DEPOSIT	RECEIVED BY
<p>ESTIMATES ARE FOR LABOR ONLY, MATERIAL ADDITIONAL. WE WILL NOT BE RESPONSIBLE FOR LOSS OR DAMAGE CAUSED BY FIRE, THEFT, TESTING, OR ANY OTHER CAUSES BEYOND OUR CONTROL.</p>		
AUTHORIZED BY:		<p>Job Work Order ORIGINAL</p>

Adams-T5869

TERMS - NET CASH
NO GOODS HELD OVER 30 DAYS

Proposed Budget Amendments - December 7, 2021 By Kim Wells, Finance Officer

General Fund

Account Number	Description	Current Budget \$	Amendment	Ending Budget \$
Revenues				
100 - 406 - 40006 -	33500 Misc Revenue	1,000	2,500	3,500 To record increase business permit for sweepstakes and recycling income increase
100 - 406 - 40006 -	33505 Zoning Fees	500	1,000	1,500 To record added fees for non-compliance issues
100 - 406 - 40006 -	39901 Beginning Fund Balance - Powell Bill	-	11,200	11,200 To carryover prior year funds
100 - 415 - 40010 -	36701 Sales Tax Refund	7,000	367	7,367 Adj to actual
100 - 422 - 40022 -	39910 Beginning Fund Balance	56,205.00	(3,592)	52,613.00 To balance budget
			11,475	
Expenses				
100 - 560 - 50000 -	40002 Salaries	71,500	(5,850)	65,650 To move PWD salary for contract labor
100 - 560 - 50000 -	40003 Contract Labor	5,000	5,850	10,850 To move PWD salary for contract labor
Powell Bill				
100 - 570 - 50400 -	40573 Maintenance of Streets	31,500	9,000	40,500 Adj to actual
100 - 570 - 50400 -	41116 Snow Removal	500	2,200	2,700 To budget 10 tons salt from Detroit Salt
Sanitation				
100 - 580 - 50000 -	40002 Salaries	14,500	(5,850)	8,650 To move PWD salary for contract labor
100 - 580 - 50000 -	40003 Contract Labor	74,400	5,850	80,250 To move PWD salary for contract labor
Non-Departmental				
100 - 580 - 50400 -	40015 M&R Bldg and Grounds	9,475	275	9,750 To adj for overage of the light installation
			11,475	

Enterprise Fund

Revenues				
300 - 406 - 40006 -	33503 INSURANCE PROCEEDS	-	10,770	10,770 Adj to actual / estimate for chart recorder
300 - 406 - 40006 -	34400 SALES OF FIXED ASSETS	-	1,655	1,655 Adj to actual
300 - 415 - 40010 -	36701 SALES TAX REFUND	16,000	(199)	15,801 Adj to actual
300 - 422 - 40022 -	39910 Beginning Fund Balance	47,061.00	5,000	52,061.00 To balance budget
			17,226	
Expenses				
300 - 810 - 50000 -	40002 Salaries	42,000	(5,850)	36,150 To move PWD salary for contract labor
300 - 810 - 50000 -	40003 Contract Labor	-	7,850	7,850 To move PWD salary for contract labor / Add funds for Pinnex Contract
Sewer				
300 - 820 - 50000 -	40002 Salaries	65,500	(5,850)	59,650 To move PWD salary for contract labor
300 - 820 - 50000 -	40003 Contract Labor	-	7,850	7,850 To move PWD salary for contract labor / Add funds for Pinnex Contract
300 - 820 - 50400 -	40017 M&R VEHICLES	2,000	226	2,226 Record extra to help cover fixed asset items extra costs
Sewer Plant				
300 - 830 - 50400 -	40015 M&R Bldg and Grounds	5,500	6,500	12,000 To book extra to help cover remodel of sewer plant
300 - 830 - 50400 -	40016 M&R Equipment	3,500	6,500	10,000 Adj to actual / estimate for chart recorder
			17,226	

Proposal

Page No.

of

Pages

CARTER & KIRK PAVING COMPANY, INC.

229 North Main Street
JONESVILLE, NORTH CAROLINA 28642
(336) 835-3310
FAX (336) 835-2195

tim.collins@boonville.com

PROPOSAL SUBMITTED TO <i>Town of Boonville</i>		PHONE	DATE <i>12/3/21</i>
STREET		JOB NAME	
CITY, STATE and ZIP CODE		JOB LOCATION <i> Hwy 67 & Park Ave</i>	
ARCHITECT	DATE OF PLANS	<i>Attn: Tim Collins</i>	JOB PHONE

We hereby submit specifications and estimates for:

Dig out all patches with skid steer. Leave rock down 3". Roll & Compact base. Saw cut & remove asphalt on Park Ave near 67 and haul off. Remove asphalt thats already cut on 67 near Park Ave and haul off. Place 3" asphalt in patches & roll to compaction (aprox 8 tons)

\$ 4,000.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ _____).

Payment to be made as follows:

Net upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

Derek Owens

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

Signature _____

Whereas	Primary Government Unit Town of Boonville
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A
and	Auditor Gibson & Company, P.A.

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending 06/30/21	and originally due on	Audit Report Due Date 10/31/21
-----	--------------------------------	-----------------------	-----------------------------------

hereby agree that it is now necessary that the contract be modified as follows.

☒ Modification to date

☐ Modification to fee

Original due date 10/31/21	Modified due date 01/31/22
Original fee	Modified fee

Primary Other
(choose 1)(choose 0-2)

Reason(s) for Contract Amendment

- | | | |
|----------------------------------|-------------------------------------|--|
| <input type="radio"/> | <input type="checkbox"/> | Change in scope |
| <input type="radio"/> | <input type="checkbox"/> | Issue with unit staff/turnover |
| <input type="radio"/> | <input type="checkbox"/> | Issue with auditor staff/workload |
| <input type="radio"/> | <input type="checkbox"/> | Third-party financial statements not prepared by agreed-upon date |
| <input type="radio"/> | <input type="checkbox"/> | Unit did not have bank reconciliations complete for the audit period |
| <input type="radio"/> | <input type="checkbox"/> | Unit did not have reconciliations between subsidiary ledgers and general ledger complete |
| <input type="radio"/> | <input type="checkbox"/> | Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger |
| <input type="radio"/> | <input type="checkbox"/> | Unit did not have information required for audit complete by the agreed-upon time |
| <input type="radio"/> | <input type="checkbox"/> | Delay in component unit reports |
| <input type="radio"/> | <input type="checkbox"/> | Software - implementation issue |
| <input type="radio"/> | <input type="checkbox"/> | Software - system failure |
| <input type="radio"/> | <input type="checkbox"/> | Software - ransomware/cyberattack |
| <input type="radio"/> | <input type="checkbox"/> | Natural or other disaster |
| <input checked="" type="radio"/> | <input checked="" type="checkbox"/> | Other (please explain) |

Plan to Prevent Future Late Submissions

If the amendment is submitted to extend the due date, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Indicate NA if this is an amendment due to a change in cost only.

The unit and auditor will begin the audit earlier to mitigate any unexpected delays in the audit.

Additional Information


Please provide any additional explanation or details regarding the contract modification.

COVID-19 health related issues caused a delay in the audit.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Gibson & Company, P.A.	
Authorized Firm Representative* (typed or printed) R. Harold Gibson, Managing Partner/Principal	Signature* 
Date* 12/07/21	Email Address harold@gibcocpa.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Boonville	
Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed) Vaughn Benton, Mayor	Signature*
Date	Email Address vaughn.benton@boonvillenc.com

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* N/A	Signature*
Date of Pre-Audit Certificate*	Email Address*

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU N/A	
Date DPCU Governing Board Approved Amended Audit Contract (If required by governing board policy)	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address