

**Town of Boonville**  
**June 7, 2016 Regular Meeting Minutes**  
**Harvey E. Smith Municipal Building**

The following were in attendance at the 6/7/16 regular meeting: Mayor Rusty Hunter, Commissioners Devin Carter, Bonnie Lasky, William Paul Baity, and Tony Reece. Also in attendance were Town Attorney James Freeman, Interim Town Administrator Sarah Harris, Police Chief Farron Jester, Finance Officer/Town Clerk Kim Wells, and Public Works Director Jeff Jones.

- I. Call to Order and Welcome:** Mayor Hunter called the 6/7/16 meeting to order at 7:01 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Interim Town Administrator Harris requested that the agenda be amended to add under Town Business, Review Air Conditioner System as item F and Discussion of the Water/Sewer Loan as item G; plus, add a Closed Session per G.S. 143-318 (a)(3&6) as Item VII and move the recess motion to item VIII. Commissioner Lasky motioned to adopt the agenda as amended. Commissioner Baity seconded, and the motion passed unanimously.
- III. Adoption of minutes – 5/3 regular session, 5/3 and 5/24 recessed:** Commissioner Lasky motioned to adopt the minutes of the 5/3 regular session, 5/3 and 5/24 recessed meetings. Commissioner Reece seconded, and the motion passed unanimously.
- IV. Public Comments:** None were voiced.
- V. Town Business:**
  - A. Comprehensive Economic Strategic Plan by Darren Rhodes:** Darren Rhodes, NC Department of Commerce, presented the advantages of having a comprehensive economic strategic plan for the Town of Boonville and reviewed the process. Potential costs would include mileage and any other travel expenses. Beginning in August, an estimated 4-6 meetings would be held in Boonville to gather information with the project being completed in the February/March 2017 timeframe. The Board members discussed the cost of the project and how the funds were budgeted in the FY 2016-2017 budget. Mr. Rhodes estimated the cost would be approximately \$1,500.00.
  - B. Upgrading the Meter Address List and Addressing System by Andrew Dolch:** Andrew Dolch, Yadkin County GIS, informed the Board members of house number issues within Boonville and the ETJ. He stated that Yadkin County officials were concerned about the impact to public safety and future growth. He reviewed the process proposed for project implementation and requested Board member feedback and approval before continuing. The consensus of the Board members was to table the discussion until the 6/15/16 meeting to allow the Board members adequate time to review the proposed ordinance.
  - C. Ordinance Updates:** Interim Town Administrator Harris presented drafted ordinances for the upcoming public hearing on 6/15/16. The Board members discussed the Subdivision and Noise and Nuisance Ordinances. Attorney Freeman expressed some concerns with the Noise and Nuisance Ordinance. It was the consensus of the Board members to table discussion on the Noise and Nuisance Ordinance until Ms. Harris conducted additional research.
  - D. Receipt for Work Performed on Boonville Baptist Church Lot:** Interim Town Administrator Harris reported that at the last Boonville Business and Downtown Development Assoc., Inc. (BBDDA), meeting, Mechelle Crissman was asked to obtain cost estimates for weeding, etc. of the property on the corner of NC 67 and US 601, owned by Boonville Baptist Church. The work was performed, and Mrs. Crissman presented a receipt to the Town where she had paid the contractors for the work performed. Ms. Harris stated that there was no written agreement between Boonville Baptist Church and the Town of Boonville regarding maintenance of this property (including mowing). It was the consensus of the Board members to refer Mrs. Crissman to the BBDDA since this was not a Town-authorized expense. Mrs. Harris stated that she would contact Boonville Baptist Church officials to obtain a written agreement regarding maintenance of the property.
  - E. Budget Amendments:** Finance Officer Wells presented the proposed budget amendments dated 6/7/16. Commissioner Lasky motioned to approve the budget amendments as presented. Commissioner Reece seconded, and the motion passed unanimously.
  - F. Review Air Conditioner System:** The Board members discussed the air conditioning system for the meeting room. It was the consensus of the Board members to table the topic until 6/15/16 to allow sufficient time to obtain cost estimates for a new system.

**G. Discussion of the Water/Sewer Loan:** Interim Town Administrator Harris and Public Works Director Jones updated the Board members on the loan status for the projects. The loan portions for the sewer lines and sewer plant are on schedule, but the portion of the loan for the water is not. In order to qualify and continue with loan portion for a new well, the Town of Boonville must own the property for a well site. Discussion followed. Mr. Jones stated that he would meet with Yadkin Well to identify potential well sites. Further discussion was tabled until 6/15/15 when the Town's engineer could be present.

**VII. Reports and announcements:**

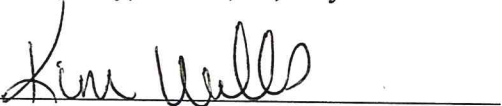
- A. **Mayor's report:** Mayor Hunter had no items to report.
- B. **Interim Town Administrator's report:** Interim Town Administrator Harris reported that at the TAC/TCC meeting, the US-601/NC-67 intersection improvement project was ranked number one for Yadkin County. Material for the Welcome to Boonville signs is on backorder. She presented the drafted letter of intent for the Dale Rose property and stated the topic of bathrooms and parking lot would be addressed at a later date. It was the consensus of the Board members to send letter to Mr. Rose. Ms. Harris reported that the new vape shop would open soon. The next Boonville Cruise-in will be held on Monday, June 20. Mark Casstevens, Countryside RV, planned to provide live music for the event. Ms. Harris announced the dates of upcoming workshops she will attend. She reported that the PTRC Streetscape Team has been conducting surveys of the downtown area.
- C. **Finance Officer's report:** Finance Officer Wells reviewed the May Budget vs. Actual summary.
- D. **Public Works Director's report:** Public Works Director Jones stated that he had been busy with the loan. He informed the Board that Waste Management has a new driver.
- E. **Police Chief's report:** Police Chief Jester reported on the upcoming radar system purchase. He reported he had hired a new part-time officer.
- F. **Zoning Officers Report:** No new items were presented. Topic was covered by the Interim Town Administrator's report.
- G. **Departmental Commissioner's Reports:** There were no additional items to report.
- H. **Committee reports as needed:** There were no additional items to report.

**VIII. Closed Session per G.S. 143-318 (a)(3&6):** Commissioner Lasky motioned to go into closed session per G.S. 143-318 (a)(3&6). Commissioner Baity seconded, and the motion passed unanimously.

**VIII. Recess/Adjourn:** Commissioner Lasky motioned to recess until 6/15/16 at 6:00 p.m. for a public hearing and meeting to follow. Commissioner Baity seconded, and the motion passed unanimously. The meeting ended at 9:06 p.m.



Russell (Rusty) Hunter, IV, Mayor



Kim Wells, Finance Officer/Town Clerk



Proposed Budget Amendments - June 7, 2016

Dept +/-

By Kim Wells, Finance Officer

General Fund

Revenues

Account Number	Description	Current Budget \$	Amendment	Ending Budget \$	Dept +/-
10 - 3010 - 1400	DMW Collect - 4th prior	200	300	500	Anticipated FY 2016 revenue
10 - 3170 - 0000	Tax Penalty & Interest	7,000	(3,500)	3,500	Anticipated FY 2016 revenue
10 - 3290 - 0000	Interest on Investments	1,500	(1,000)	500	Anticipated FY 2016 revenue
10 - 3380 - 0000	Alcohol/Beverage Tax	1,000	4,350	5,350	Ties to Actual
10 - 3990 - 0100	Beginning Powell Fund Balance	7,797	24,000	31,797	To balance budget for Powell Bill
10 - 3991 - 0000	Beginning Fund Balance	136,706.00	4,650	141,356.00	To balance budget
			28,800		

Expenses

10 - 4100 - 1400	Travel Expense	1,000	(300)	700	To cover other line items
10 - 4100 - 5700	Miscellaneous Expense	200	300	500	To budget anticipated expenses
10 - 4200 - 1101	Phone Tree Expense	300	(300)	-	To cover other line items
10 - 4200 - 1200	Printing and Postage	500	(300)	200	To cover other line items
10 - 4200 - 1400	Travel Expense	1,000	100	1,100	To budget anticipated expenses
10 - 4200 - 1401	Schooling, Training	1,000	500	1,500	Tie to Actual
10 - 4200 - 1500	M & R - Bldgs and Grounds	2,500	150	2,650	Tie to Actual - new phone system
10 - 4200 - 3300	Supplies	4,500	300	4,800	Tie to Actual - new phone system
10 - 4200 - 5300	Dues and Subscriptions	325	(50)	275	To cover other line items
10 - 4200 - 5800	Unemployment	350	(200)	150	To cover other line items
10 - 5100 - 0200	Salaries	188,500	5,600	194,100	To budget anticipated expenses - Line contains some OT
10 - 5100 - 0225	Overtime	3,000	(1,200)	1,800	Moved to cover OT charged to 10-5100-0200 Salaries
10 - 5100 - 1400	Travel Expense	500	(300)	200	To cover other line items
10 - 5100 - 1401	Schooling, Training	600	(500)	100	To cover other line items
10 - 5100 - 1600	M & R - Equipment	750	1,600	2,350	To budget anticipated expenses
10 - 5100 - 3100	Gas & Oil	10,000	(1,600)	8,400	To cover other line items
10 - 5600 - 0200	Salaries	42,000	1,000	43,000	To budget anticipated expenses
10 - 5600 - 1400	Schooling, Training	300	(200)	100	To cover other line items
10 - 5600 - 1700	M & R Vehicles	4,500	(1,000)	3,500	To cover other line items
10 - 5600 - 3100	Gas, Oil & Tires	3,000	(600)	2,400	To cover other line items
10 - 5600 - 3600	Uniforms	1,700	1,000	2,700	To budget anticipated expenses
10 - 5600 - 7460	Street Signage	3,500	(200)	3,300	To cover other line items
10 - 5700 - 7300	Paving & Resurfacing	13,700	24,000	37,700	Motion approving expense on 5/3 Regular session
10 - 6600 - 9480	Parks and Rec Committee	-	1,000	1,000	Motion approving expense on 5/3 recessed meeting
			28,800		

Water/Sewer Fund

Revenues

30 - 3710 - 0000	Charges for Utilities - Water	200,000	20,000	220,000	
30 - 3750 - 0000	Penalties	8,000	2,000	10,000	
30 - 3750 - 0100	Reconnect Fees	5,200	2,000	7,200	
30 - 3991 - 0000	Beginning Fund Balance	148,825	(19,600)	129,225	To balance budget
			4,400		

Expenses

30 - 8100 - 0350	Research, Analyt & Lab	12,000	(1,800)	10,200	To cover other line items
30 - 8100 - 1400	Travel & Schooling	1,200	300	1,500	Tie to Actual
30 - 8100 - 3350	Supplies; Chemicals	3,500	1,500	5,000	To budget anticipated expenses
30 - 8200 - 0200	Salaries	55,500	12,000	67,500	Tie to Actual
30 - 8200 - 0350	Contract Services	100	500	600	Tie to Actual
30 - 8200 - 0500	Fica	4,500	700	5,200	
30 - 8200 - 1600	M & R Equipment	9,000	(2,000)	7,000	To cover other line items
30 - 8200 - 1700	M & R Vehicles	2,000	500	2,500	
30 - 8200 - 3100	Auto Gas & Tires	4,000	(1,600)	2,400	To cover other line items
30 - 8200 - 3300	Supplies & Materials	13,000	(5,000)	8,000	To cover other line items
30 - 8200 - 3400	Equipment Expense/Rental	1,500	(1,000)	500	To cover other line items
30 - 8200 - 5300	Dues, Permits, Subscriptions	5,000	300	5,300	
30 - 8300 - 0350	Contract Services	13,000	(500)	12,500	To cover other line items
30 - 8300 - 3350	Supplies Chemicals	7,000	500	7,500	

Sewer Plant

30 - 8300 - 0350	Contract Services	13,000	(500)	12,500	To cover other line items
30 - 8300 - 3350	Supplies Chemicals	7,000	500	7,500	
			4,400		

\$ 4,400