

Town of Boonville
August 1, 2017 Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 8/1/17 regular meeting: Mayor Rusty Hunter, Commissioners Devin Carter, Bonnie Lasky, William Paul Baity, and Tony Reece. Also in attendance were Town Administrator Sarah Harris, Police Chief Farron Jester, Finance Officer/Town Clerk Kim Wells, Public Works Director Jeff Jones and Town Attorney James Freeman.

- I. Call to Order and Welcome:** Mayor Hunter called the 8/1/17 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Mayor Hunter proposed adding "Boose Street Water Project" under New Business, item I. Commissioner Lasky motioned to adopt the agenda as amended. Commissioner Baity seconded, and the motion passed unanimously.
- III. Adoption of minutes – 6/6 Public Hearing, 6/6 regular session, 6/6 closed session, 6/29 recess, 6/29 closed session:** Commissioner Baity motioned to adopt the minutes of the 6/6 Public Hearing, 6/6 regular session, 6/6 closed session, 6/29 recess, 6/29 closed session. Commissioner Lasky seconded, and the motion passed unanimously.
- IV. Public Comments:** None were voiced.
- V. Old Town Business:**
 - A. Presentation and Adoption of the Land Use Plan:** Hiram Poplin, A.S.U. student, presented the drafted Land Use Plan. He explained how the committee arrived at the plan and the benefits of the plan. He stated this plan was state required to be guidance to the zoning ordinance. The Board thanked Mr. Poplin for all his hard work and stated the plan was easy to understand. Commissioner Lasky motioned to adopt the Land Use Plan. Commissioner Reece seconded, and the motion passed unanimously.
 - B. Update on Water and Sewer Projects:** Public Works Director Jones updated the Board on the status of the 3 tanks at the sewer plant. Discussion followed on tank 2 and 3. Consensus was to not touch tank 2 and 3 at this time.
- VI. New Town Business:**
 - A. Personnel Manual:** Town Administrator Harris informed the Board that she had contacted the NC League of Municipalities about the updates to the manual and was recommended that the Board put the changes into place and if it goes well, then put in manual. Discussion followed on proposed additions, including the drafted Town Administrator job description. Commissioner Lasky motioned to put the Town Administrator job description in personnel manual. Commissioner Carter seconded, and the motion passed unanimously.
 - B. Approval of Yadkin County Tax for Delinquent Accounts:** Discussion followed on the presented document from Yadkin County. Commissioner Lasky motioned to allow the Tax Collector of Yadkin County to collect outstanding taxes for the Town of Boonville. Commissioner Carter seconded, and the motion passed unanimously.
 - C. Chipper Quotes:** Town Administrator Harris and Public Works Director Jones presented the invoice for the budgeted chipper. They informed the Board of the lease to buy plan they had with the company for one month. They stated they were in an emergency state and instead of wasting money to rent a chipper, Vermeer had agreed to put the lease money as a down payment on the purchase. They explained to the Board that Vermeer was not the cheapest quote but was only \$50 more and was the only company to offer a lease option. Commissioner Lasky motioned to purchase the Vermeer chipper at a cost of \$23,495 to come out of 10-5600-7400. Commissioner Baity seconded, and the motion passed unanimously.
 - D. Missions Invoice:** Public Works Director Jones presented the annual maintenance agreement with Missions stating it was for the Trilimity for the Water system/Pump stations. Commissioner Carter motioned to approve the Missions quote for \$4,745.40. Commissioner Reece seconded and the motion passed unanimously.
 - E. Missions SCADA Quote:** Public Works Director Jones presented a quote from Missions for the sewer plant. Commissioner Baity motioned to approve the Mission quote in the amount of \$3,583.40. Commissioner Lasky seconded, and the motion passed unanimously.
 - F. Utility Services Quote:** Public Works Director Jones presented the annual service agreement for the water tanks from Utility Service. Commissioner Lasky motioned to approve the Utility Services quote. Commissioner Baity seconded, and the motion passed unanimously.

- G. Trash Pump and Mud Hog Quote:** Public Works Director Jones presented a quote for a trash pump and mud hog. Discussion followed on the need of the two items. Commissioner Carter motioned to approve Consolidated Pipe quote in the amount of \$3,820.30. Commissioner Baity seconded, and the motion passed unanimously.
- H. Oak Drive Sewer:** Town Administrator Harris and Public Works Director Jones reported on a request for sewer to be added down Oak Drive. They stated it would cost approximately \$30,000 to make sewer accessible to the 4 lots on Oak Drive. Mr. Jones stated it was a gravity fed option and that money was budgeted in the Sewer CIP that could be used for the project. Discussion followed. Mr. Jones stated the town would be responsible for the construction of the project. Commissioner Baity motioned to contract with West Consultants for the Oak Drive sewer project, with it not to exceeding \$35,000 from the Sewer CIP. Commissioner Reece seconded, and the motion passed unanimously.
- I. Boose Street Water Project:** Public Works Director Jones asked the Board to consider moving the water line on Boose Street from the back easement to the front easement. He stated this will help with looping of those lines and would eliminate water meters in cattle pasture. Mr. Jones stated that funds had been budgeted for the project. Discussion followed. Commissioner Lasky motioned to proceed Boose Street project with West Consultants at a total cost not to exceed \$10,000 as budgeted in 30-8100-7360. Commissioner Carter seconded, and the motioned passed unanimously.

VII. Reports and announcements:

- A. Mayor's report:** Mayor Hunter had no items to report.
- B. Town Administrator's report:** Town Administrator Harris reported on various meetings she had attended and upcoming events in town and in the County. She informed the Board of the Bike Helmet program status and stated that she would like to purchase 2 bikes to be donated from Parks and Recreation. Ms. Harris updated the Board on the cross walk at the Boonville Elementary School. She stated that someone had requested a Special Use Permit on Woodruff Road. Ms. Harris informed the Board that she was waiting on Charles Scotts' Adjusting Journal Entries before she reported on the Budget vs. Actual. She stated the reason was that the current budget had some of last year's expenses that needed to be removed.
- C. Finance Officer's report:** Finance Officer/Town Clerk Wells reported on the status of the QS1 conversion. She stated that they had not budgeted for new hardware but since signing with QS1, they had found out that some hardware is not compatible with the new software. She stated they would be getting some options together and bringing them to the Board at the next meeting. Mrs. Wells informed the Board of the new GASB73. She explained it was a new ruling stating that town's must have their Special Separation Allowance for Police Officers audited annually starting with 6/30/17. She stated the NC League had a contractor for all towns to use so the job would not be bid out by the town. Mrs. Wells stated the cost of the service was \$321.00 and had not been budgeted but that funds were available in Governing Body, Contracted Services.
- D. Public Works Director's report:** Public Works Director Jones reported on various work the department had been doing around town and at town hall. He reported that he would be out a few days and that Mike Fraser from Dobson would be checking in on the guys.
- E. Police Chief's report:** Police Chief Jester reported that the town would be hosting some training. He stated that he had Officer Jason Weis signed up for some schooling. Mr. Jester stated the department had been busy doing vacation house checks.
- F. Departmental Commissioner's Reports:** Commissioner Lasky reported on her upcoming trip.
- G. Committee reports as needed:** There were no reports.
- VII. Closed Session per NCGS 143-318(a)(3,5&6):** Commissioner Baity motioned to go into closed session per NCGS 143-318(a)(5&6). Commissioner Carter seconded, and the motion passed unanimously at 8:05 pm.

Commissioner Baity motioned to hire Jason Weiss as a full-time police officer. Commissioner Reece seconded, and the motion passed unanimously.

Commissioner Baity motioned to adopt the proposed pay scale (for the Police Department). Commissioner Lasky seconded, and the motion passed unanimously.

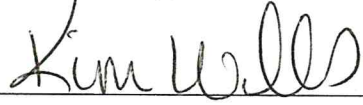


Commissioner Lasky motioned to approve proposed Budget Amendments dated 8/1/17.
Commissioner Carter seconded, and the motion passed unanimously.

VIII. Recess/Adjourn: Commissioner Lasky motioned to adjourn. Commissioner Carter seconded, and the motion passed unanimously. The meeting ended at 9:12 p.m.



Russell (Rusty) Hunter, IV, Mayor



Kim Wells, Finance Officer/Town Clerk

ANNUAL
SETTLEMENT
REPORT

FOR YEAR
2016-2017

YADKIN COUNTY TAX ADMINISTRATOR
AND
ASSISTANT TAX ADMINISTRATOR, COLLECTIONS
DEPARTMENT

YADKIN COUNTY GOVERNMENT
2016 LEVY
REAL AND PERSONAL PROPERTY
TOWN OF BOONVILLE

REVENUE UNIT	TOTAL OUTSTANDING TAXES
TOWN OF BOONVILLE	\$8,260.35

State of North Carolina

County of Yadkin

**ORDER OF THE BOARD OF TOWN COMMISSIONERS IN
ACCORDANCE WITH G. S. 105-321, 105-330.3 AND 105-373**

TO: Phyllis H. Adams

Tax Collector of Real and Personal Property of Yadkin County and the Town of Boonville.

Tax Collector of Registered Motor Vehicles for Yadkin County, the Towns of Boonville, East Bend, Jonesville and Yadkinville and the Fire Districts of Arlington, Boonville, Buck Shoals, Courtney, East Bend, Fall Creek, Forbush, Lone Hickory, West Yadkin and Yadkinville.

You are hereby authorized, empowered, and commanded to collect the taxes remaining unpaid as set forth in the 2007-2017 tax records filed in the office of Yadkin County Tax Collector and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise herein set forth. You are further authorized, empowered, and commanded to collect the 2017 taxes charged and assessed as provided by law for adjustments, changes and additions to the tax records and tax receipts delivered to you which are made in accordance with the law.

Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Yadkin, and the Town of Boonville, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property, and to use all means of collection of these taxes, of such taxpayers, for and on account thereof, in accordance with the laws of North Carolina.


Such taxes as defined as Registered Motor Vehicles of the respective taxpayers in the County of Yadkin, all Fire Districts and all Towns in the County of Yadkin, and this order shall be a full and sufficient authority to direct, require, and enable

you to levy on registered motor vehicles and to use all means of collections of these taxes, of such taxpayers, for and on account thereof, in accordance with the laws of North Carolina.

Within available funds in the budget ordinance and personnel positions established, the Tax Collector may appoint employees and they have authority to perform these functions authorized by the Machinery Act of Chapter 105 of North Carolina General Statutes and other applicable laws for current and previous year's taxes. County personnel presently in the Tax Collector's office continue to serve in their respective positons.

Witness my hand and official seal, this 1 day of August, 2017.



Mayor 
Chairman, Town Board of Commissioners
of Boonville

Attest:


Clerk of Town Board of Commissioners of Boonville