

Town of Boonville
March 18, 2021, Recessed Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 3/18/21 recessed meeting: Mayor Vaughn Benton, Commissioners David Cox, Monica Craver, and Dwaine Dobbins. Also in attendance were Finance Officer/Town Clerk Kim Wells, Public Works Director Jeff Jones, and Police Chief Jeff Hobson. Mayor Pro-tem Justin Phillips and Commissioner Tim Driver were absent.

Mayor Benton called the meeting to order at 7:08 p.m.

The Board members reviewed the proposed Capital Improvement Plans for the Administration and Police Departments.

The Board members were able to complete a preliminary review of General Fund Revenues, including the new American Rescue Plan (ARP) fund anticipated. Commissioner Craver asked that the Board members move quickly on the use of these funds once guidelines are received. Finance Officer/Town Clerk Wells stated that she was also anticipating a continued increase in sales tax due to COVID-19.

Finance Officer/Town Clerk Wells asked the Board members to consider purchasing a new server. The current server is out of date. The cost would be split equally among the following departments: Administration, Police Department, Sanitation, and Water and Sewer. Discussion followed on how the server is used and how data is backed up. Commissioner Cox asked that the Board members consider an internal back-up system to accompany the external back-up to the cloud.

Finance Officer/Town Clerk Wells distributed a wage document that listed every employee, their current salary, the department they are assigned to including all the fringe benefits applied to the departments. She stated that these numbers would increase when insurance renewals are received.

For the Governing Body and Administration, Finance Officer/Town Clerk Wells asked the Board members to carry over the contracted services of Archive Social and the Codification of the code. Discussion followed on the services to be completed by both. She informed the Board members that she had moved one quarter of Administrative Assistant Steve Hutchens salary from Enterprise to Administration because of the increased duties in the Zoning Department. There were no other new items requested for Administration.

For CARES and American Rescue Plan (ARP) funding, Finance Officer/Town Clerk Wells stated that discussion on those line items would be tabled until more information is available about how the numbers would end in Fiscal Year 2021.

For the Police Department, Police Chief Hobson asked the Board members to add no funding to the overtime line item since compensatory time is currently being used. Chief Hobson indicated that the remainder of the Police Department budget was closely matched to the FY 2020-2021 budget numbers less the new car purchased in FY 2021.

No significant changes were made to the Streets Department budget.

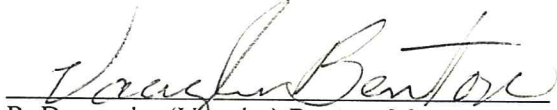
For Powell Bill funds, Public Works Director Jones asked that \$500 be added to Snow Removal. Discussion on the remainder of the Department's budget was tabled.

For the Sanitation Department, Public Works Director Jones suggested that the Tipping Fees – Landfill budget remain high. He anticipates that waste costs will remain high in FY 2022 similar to the way it has been in FY 2021 due to COVID-19.

For Non-Departmental, the Board members budgeted for the library's light upgrade to LED fixtures to be a carryover in case the project is not completed in Fiscal Year 2021. Discussion followed on the mulch/flowerbed, Christmas decorations, and the economic development funds. Finance Officer/Town Clerk Wells asked the Board members to consider adding a new line item for the playground equipment that the BBDDA is funding. She stated that a new revenue line item will be added to show this donation coming into the Town's books.

Finance Officer/Town Clerk Wells stated that she would consult with Administrative Assistant Steve Hutchens to see what the needs are for the Zoning Department. She stated the current expenditures were created years ago and should be updated.

Commissioner Craver motioned to adjourn. Commissioner Dobbins seconded, and the motion passed unanimously at 8:57 p.m.



R. Devaughn (Vaughn) Benton, Mayor



Kim Wells, Finance Officer/Town Clerk