

**Town of Boonville**  
**June 27, 2024, Recessed Minutes**  
**Harvey E. Smith Municipal Building**

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The following were in attendance at the 6/27/24 recessed meeting: Mayor Vaughn Benton, Commissioners Monica Craver, Dwaine Dobbins, and Greg Wagoner. Also in attendance were Finance Officer/Town Clerk Kim Wells and Police Chief Jeff Hobson. Mayor Pro-Tem Tim Driver, Commissioner Cox, and Public Works Director Tim Collins were absent.

Mayor Benton called the meeting to order at 6:30 p.m.

Mayor Benton opened the Public Hearing for the Fiscal Year (FY) 2024-2025 Budget Ordinance at 6:30 p.m. No comments were voiced.


Commissioner Craver motioned to close the Public Hearing. Commissioner Wagoner seconded, and the motion passed unanimously at 6:45 p.m.

Commissioner Craver motioned to adopt the FY 2024-2025 Budget Ordinance with supporting Capital Improvement Plan and 2024-2025 Schedule of Fees. Commissioner Wagoner seconded, and the motion passed unanimously.

Discussion followed on the proposed Capital Project Ordinances for ARPA funding. Commissioner Craver motioned that we accept and adopt the project ordinances. Commissioner Dobbins seconded, and the motion passed unanimously.

Finance Officer/Town Clerk Wells presented proposed budget amendments dated 6/27/24. Commissioner Craver motioned to accept the proposed budget amendments as presented. Commissioner Wagoner seconded, and the motion passed unanimously.

Commissioner Dobbins motioned to adjourn. Commissioner Craver seconded, and the motion passed unanimously at 6:50 p.m.

  
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R. DeVaughn (Vaughn) Benton, Mayor

  
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Kim Wells, Finance Officer/Town Clerk

## TOWN OF BOONVILLE 2024-2025 BUDGET ORDINANCE

**BE IT ORDAINED** by the Governing Board of the Town of Boonville, North Carolina that the FY 2025-2025 Budget Ordinance be hereby adopted as follows:

**Section 1:** The following amounts are hereby appropriated in the General Fund for the operation of town government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Governing Body	\$64,650
Administrative Department	159,150
Law Enforcement	480,625
Street Department	222,425
Powell Bill	60,100
Sanitation	157,587
Parks and Recreation	23,906
Non-Departmental	49,625
Zoning	2,875
<b>Total</b>	<b>\$1,220,943</b>

**Section 2:** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

Taxes Advalorem – Current Year	\$427,218
Taxes Advalorem – 1 <sup>st</sup> Prior Year	4,000
Taxes Advalorem – 2 <sup>nd</sup> Prior Year	1,000
Taxes Advalorem – 3 <sup>rd</sup> Prior Year	1,000
Taxes Advalorem – 4 <sup>th</sup> Prior & Older	1,000
DMV Collections – Current Year	50,000
DMV Collections – 1 <sup>st</sup> Prior Year	100
DMV Collections – 2 <sup>nd</sup> Prior & Older	100
DMV Collections – 3 <sup>rd</sup> Prior & Older	100
DMV Collections – 4 <sup>th</sup> Prior & Older	300
Tax Discounts	(6,000)
DMV Discounts	(2,200)
Yadkin County Tax Collect Fees	(8,000)
Tax Penalties & Interest	1,500
Interest on Investments	2,200
Court Officer Fees	500
Parking Ticket Fines	500
Miscellaneous Revenue	200
Yard Sale Permit	300
Parks and Rec Fees	100
Zoning Fees	1,000
BIG Proceeds	15,000
Utility Franchise Tax	111,000

Alcohol/Beverage Tax	5,500
Powell Bill Allocation	44,409
Local Option Sales Tax	250,000
Solid Waste Disposal Tax	1,000
Landfill Tipping Fees	105,000
Sales Tax Refund	7,000
Beginning Fund Balance – Powell Bill	15,691
Beginning Fund Balance – General Fund	191,425
<b>Total</b>	<b>\$1,220,943</b>

**Section 3:** There is hereby levied a tax at the rate of forty-nine cents (.49) per one hundred dollars (\$100) valuation of property as listed for taxes as of May 31, 2024, for the purpose of raising the revenue listed as “Taxes Advalorem – Current Year” in the General Fund in Section 2 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of \$87,738,095 and an estimated rate of collection of 97%. The estimated rate of collections is based on the anticipated fiscal 2023-2024 collection rate of 97%.

**Section 4:** The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore approved for the Town:

Water Department	\$409,155
Sewer Department	246,635
Sewer Plant Department	132,996
<b>Total</b>	<b>\$788,786</b>

**Section 5:** It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Interest on Investments	\$500
Miscellaneous Revenue	200
Recycling Proceeds	750
Charges for Utilities - Water	352,832
Charges for Utilities - Sewer	266,171
Charges for Utilities – Water Bulk	500
Taps and Connection Fees	5,000
Penalties	10,000
Reconnection Fees	10,000
Sales Tax Refund	8,500
Beginning Fund Balance	134,333
<b>Total</b>	<b>\$ 788,786</b>

**Section 6:** The Town of Boonville Fee Schedule, dated July 1, 2024, as attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on July 1, 2024.

**Section 7:** Employees shall be given a 5% COLA, starting with the first full pay period in July. Employees on probation will not receive their COLA until their 6-month probationary period is over.

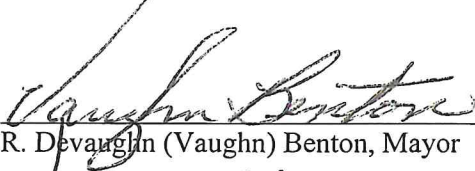
**Section 8:** The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

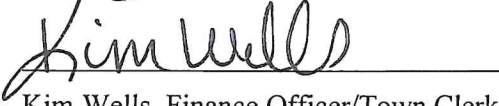
- a. He/She may transfer amounts between line item expenditures within a department without limitations and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. He/She may transfer amounts up to \$1,000 between departments, including contingency appropriations, within the same fund. He/She must make an official report on such transfers at the next regular meeting of the Governing Board.
- c. He/She may not transfer any appropriated amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

**Section 9:** The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board. Any advances that extend beyond 60 days must be reported to the Governing Board.

**Section 10:** This Ordinance and Budget Document shall be the basis for the financial plan for the Town of Boonville during the 2024-2025 fiscal year. The Budget Officer shall administer the budget and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The accounting section shall establish record which is in consonance with the Budget and this Ordinance and the appropriate statutes of the State of North Carolina.

ADOPTED THIS THE 27<sup>th</sup> DAY OF JUNE, 2024 AT BOONVILLE, N.C.

  
R. Devaughn (Vaughn) Benton, Mayor

  
Kim Wells, Finance Officer/Town Clerk





## Town of Boonville - Police Capital Improvement Plan

Updated: 5/31/2024

Item	FY2024 - 2025	FY2025 - 2026	FY2026 - 2027	FY2027 - 2028	2029 & Beyond	Totals
New Police Car - replace 2022 Dodge Police Truck					\$60,000.00	\$60,000.00
New Police Car - replace 2022 Dodge Police Truck					\$60,000.00	\$60,000.00
New Police Car - replace 2016 Ford Explorer		\$60,000.00				\$60,000.00
New Police Car- replace Chevy Police Truck					\$60,000.00	\$60,000.00
New Police Car- replace chief crown vic					\$60,000.00	\$60,000.00
Taser	\$5,000.00					\$5,000.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
<b>CIP Expenditures per year:</b>	\$5,000.00	\$60,000.00	\$0.00	\$0.00	\$240,000.00	\$0.00
<b>Accumulative CIP/Projects</b>	<b>\$5,000.00</b>	<b>\$65,000.00</b>	<b>\$65,000.00</b>	<b>\$65,000.00</b>	<b>\$305,000.00</b>	<b>\$305,000.00</b>

### Financing Sources

Operating Revenues	\$5,000.00	\$60,000.00	\$0.00	\$0.00	\$240,000.00	\$305,000.00
Fund Balance						\$0.00
Capital Reserves						\$0.00
General Obligation bonds/debt						\$0.00
Other Bonds or Debt						\$0.00
Impact/Development Fees						\$0.00
Grants						\$0.00
Other						\$0.00
<b>Total Financing Sources:</b>						<b>\$305,000.00</b>











## Schedule of Fees July 2024

The Town Board shall have the authority to set any fee not otherwise listed and shall have the authority to make changes to these fees throughout the year.

### Administration

Copies (per page)	\$0.10
Late Fee – Taxes	2% January; .75% February-December
Late Fee – Utilities	10%
Reconnect Fee***	\$50.00
Return Check Fee **	\$25.00
Tax Advertising Fee	\$5.00
Tax Discount (paid in August)	2%
Tax Rate	0.49/\$100 assessed value

### Public Works Sanitation Division

Trash fee (monthly)	
- Residential -	\$13.03
- Commercial -	\$17.83
- Out of Town (optional) -	\$20.00
Recycling (monthly)	
- Residential –	\$5.50
- Commercial-	\$32.14
Equipment use Fee	\$100.00/hour
Truck Rental Fee (if truck is available)	\$100.00 plus landfill cost

### Public Works Street Division

Mowing of private lots	\$75.00/hour; minimum cost of \$150.00
Cleaning of private lots	\$75.00/hour; minimum cost of \$150.00 plus landfill cost

### Public Works Water/Sewer Division

Deposit:	
In Town Owner	\$50.00
Out of Town Owner	\$60.00
All Renters	\$150.00
All Businesses	\$60.00

Water & Sewer Rates (based off actual consumption):
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In Town Pricing		
<u>Gallons</u>	<u>Water Fee</u>	<u>Sewer Fee</u>
0-2000	27.86	27.86
Next 2000	4.20/1000	11.14/1000
Next 2000	4.20/1000	11.14/1000
Next 2000	4.20/1000	11.14/1000
Next 2000	4.20/1000	11.14/1000
Next 10000	4.20/1000	11.14/1000
Next 30000	4.20/1000	11.14/1000
Next 50000	4.20/1000	11.14/1000

Out of Town Pricing
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<u>Gallons</u>	<u>Water</u>	<u>Sewer</u>
0-2000	55.75	55.75
Next 2000	8.40/1000	22.28/1000
Next 2000	8.40/1000	22.28/1000
Next 2000	8.40/1000	22.28/1000
Next 2000	8.40/1000	22.28/1000
Next 10000	8.40/1000	22.28/1000
Next 30000	8.40/1000	22.28/1000
Next 50000	8.40/1000	22.28/1000

Master Meter for a Multi-home Complex
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- Base Rate will be computed at the Residential Base Rate x number of homes in the complex
- Base consumption will be computed at the Residential Base Consumption of 2,000 x number of homes in the complex
- Consumption over the computed base consumption amount will be calculated at the normal residential tier system stated above

Bulk Water Sales
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- Will be computed using the Out of Town Pricing
- \$800 Bulk Water deposit for any company wishing to keep the meter for extended periods of time. Deposit will be refundable if the meter is returned undamaged.

Taps:
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Water	
In Town	\$2,000.00 ( 3/4")
Out of Town	\$2,500.00 ( 3/4")
Commercial	At Cost

Any taps over ¾" is at cost	
Sewer	
All Sewer Taps	At Cost
Boring Fee/Crossing Paved Right-a-way	
Town Owed Streets	\$800.00 (¾")
Any bores over ¾" is at cost	
State Owed Streets	At Cost + 2% Admin Cost
Rock Blasting	Cost plus 10%
Extension of Service Water Line	Cost plus tap fee
Meter Set Fee	At Cost
Meter Tampering Fee	\$50.00
Damage from Meter Tampering	At Cost
Reconnect Fee - Administration Fee***	\$50.00

## Zoning

Administrative Appeal	\$175
Rezoning Request	\$175
Special Use Permit	\$175
Subdivision:	
Minor	\$50.00
Major	\$150.00
Variance	\$175.00
Zoning Permit	\$50.00

## Miscellaneous

Business License Permits	\$5.00 annually
Peddler Permit for 3 days – limit to 1 per year	\$10.00
Park Shelter Rental	
In Town Residents	\$25.00 rental plus \$50.00 refundable deposit
Out of Town Residents	\$50.00 rental plus \$50.00 refundable deposit
Non-Profits	\$50.00 refundable deposit
Yardsale Permit for 2 days – limit 3 per year	\$10.00

\* **THE TOWN OF BOONVILLE DOES NOT ACCEPT TWO PARTY CHECKS.**

\*\* **RETURN CHECK POLICY**

Beginning 1/2/2001, the Town of Boonville will not accept checks for a period of 24 months from an individual/business who has had two checks returned to us for NSF.

\*\*\* **ADMINISTRATIVE FEE (CUTOFF FEE)**

ALL previous month balances are due by the 14<sup>th</sup> at 5PM. For payments made after 5PM, there is automatically an Administrative fee assigned to those accounts and water WILL be disconnected on the 15<sup>th</sup> for non-payment.

**SERVICE (ADMINISTRATIVE) FEE FOR RETURNED CHECKS**

If a check is returned for any reason to the Town of Boonville and the payment was for reconnection of water service, the water will be cut off again and another service (administrative) fee will be accessed if the return check is not taken care of in a timely manner.

## Capital Project Ordinance

Be it **ORDINED** by the Governing Board of the Town of Boonville, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the Boonville Improvements for Better WWTP Effluent Project.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Construction	\$ 2,630,000
Contingency	263,000
Professional Services	394,500
Engineering	210,400
Administration	<u>78,900</u>
	<u>\$ 3,576,800</u>

Section 4: The following revenues are anticipated to be available to complete this project:

ARP Earmark Funding from State Fiscal Recovery Funds	\$ <u>3,576,800</u>
(UNC Collaboratory Program)	<u>\$ 3,576,800</u>

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6: Funds may be advanced from the Enterprise Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

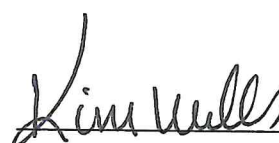
Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

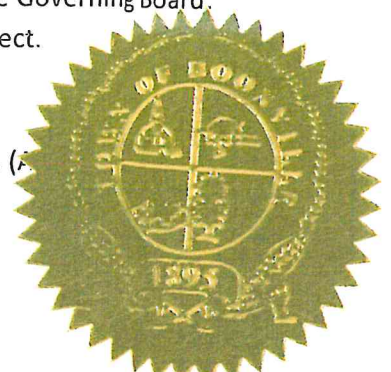
Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this 27<sup>th</sup> day of June 2024.

 Signature, (A)

Attest:  Signature (Town Clerk)



## Capital Project Ordinance

Be it ORDAINED by the Governing Board of the Town of Boonville, North Carolina that, pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted.

Section 1: The Projects authorized are Water Storage Upgrades to be funded by the Drinking Water State Reserves from Session Law 2023-134: Emergency Generator, SCADA Improvements, and Wastewater Treatment Plant Renovations Phase 3 to be funded by the Wastewater State Reserves from Session Law 2023-134, also known as S.L.2023-134.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, funding documents, and the budget contained herein.

Section 3: The following amounts are appropriated for the projects:

DEQ Administrative Cost	\$90,000
Engineering	\$ 580,000
Construction	\$2,310,500
Legal	<u>\$ 19,500</u>
	\$3,000,000

Section 4: The following revenues are anticipated to be available to complete the project:

Drinking Water/Wastewater State Reserves	<u>\$3,000,000</u>
From Session Law 2023-134	\$3,000,000

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6: Funds may be advanced from the Enterprise Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this the 27th of June 2024

Attest: Kim Wells  
Kim Wells, Town Clerk



Vaughn Benton  
Vaughn Benton, Mayor

