

TOWN OF COATS
Board of Commissioners
March 21, 2019
Budget Workshop

I. ABSTRACT:

A scheduled Budget Workshop of the Board of Commissioners held on March 21, 2019 in the Board of Commissioners' Meeting Room at Coats Town Hall at 6:00 p.m.

II. ROLL CALL:

Mayor Chris Coats, Mayor Pro-Tem Jerry Beasley, Commissioner John Raynor, Commissioner J C Allen, Commissioner Allen Mosby and Commissioner Bob Hedrick were present.

Town Manager Nick Holcomb, Town Clerk Karen Wooten, Public Works Director Rodney Pleasant, Police Chief Jeremy Hall, Recreation Director Mike Collins and Library Director Teresa Brown were present.

III. CALL TO ORDER:

A quorum being present, Mayor Coats called the meeting to order at 6:00 p.m.

Mayor Coats delivered the invocation and led those in attendance in the Pledge of Allegiance.

IV. DEPARTMENT OPERATIONAL REQUESTS:

Police Department (Reference #1)

Chief Jeremy Hall presented the Police Department budget request sharing decreases in some expenditure line items and asking increases in other expenditures. Expenditures discussed listed below.

1. Part-time increase – \$10,500
2. Vehicle Maintenance Supplies (if no new vehicle) - \$10,000
3. Postage increase - \$325 –Due to code enforcement, certified mailings
4. Training and School - \$2,000 -School Cost increasing
5. Capital Outlay – \$1,500- Taser Replacement

Chief Hall presented a Vehicle Replacement Schedule, which showed all Police Department vehicles, mileage, and future cost and estimated expenses on both 2013 Chargers. **(Reference #2)**

Mayor Pro-Tem Jerry Beasley questioned the low mileage on the 2013 Chargers and Chief Hall stated that mileage is not the issue with the vehicles but the running hours.

Discussion among the Board concerning the purchase of another vehicle to keep the department on track purchasing one vehicle each year.

Mayor Pro-Tem Jerry Beasley stated that he felt this was a good budget and asked about the status on the Hummers. Chief Hall informed the Board that they are waiting for the vehicle titles.

Chief Hall presented the SRO budget, stating that estimated line items are due to no history to work with.

Town Clerk Karen Wooten informed the Board that \$50,171 totals the amount refunded from the County and reflected in the revenue.

Town Manager Nick Holcomb stated that if the budget works out and no big expenses to come, purchasing a vehicle should be at the top of the list to keep the department vehicle purchases on track.

Mayor Pro-tem Jerry Beasley stated if funds allow, include in the budget, however purchasing later in the year around June.

Library (Reference #3)

Library Director Teresa Brown presented the Library expenditures showing no changes from last year due to the unknown with the County's plans to operate the Library.

Commissioner John Raynor question where the Library stood with the County.

Town Manager Nick Holcomb informed the Board that there has been no decision made and that other towns are not on board due to some contract issues and no long term plans. Mr. Holcomb stated that the concerns of the Western areas not being a municipality and the County funding all the expenses for them are part of the concerns to the other towns. Mr. Holcomb stated that the budget for the Library is sufficient even if the County does operate our Library at any time during this budget year.

Mayor Coats questioned the cost per person for the Library. Mr. Holcomb stated nine dollars (\$9) per person.

Park and Recreation (Reference #4)

Mike Collins Recreation Director presented Parks and Recreation budget request showing decreases and increases in items and project plans for the park. Expenditures discussed listed below.

1. Salaries Part-time - \$6,000 – increase for maintaining at the park
2. Referees/Umpires - \$11,000 –decreased-will work to take on some of this role during some of the games
3. Program Supplies - \$8,000 – increased \$2,000 – Recreation Committee asking to buy uniforms-baseball, t-ball, soccer will be uniforms to take home, basketball will be reversible uniforms that we use year after year
4. Landscaping – combines expenses for chemicals and all Landscaping expenditures

5. Park Improvements Project – place a coding on the tennis courts, repair fence, outdoor equipment and explore the possibility of a community garden to replace the tennis courts.

Nick Holcomb Town Manager clarified that the \$12,000 used as \$10,000 for the outdoor exercising equipment and \$2,000 would be for materials to repair other areas of the park. Mr. Holcomb stated that with the current budget there are repairs funded to spruce up the park.

Mike Collins added that there are plans to put in a permanent soccer field to be available to play year round.

Nick Holcomb Town Manager stated that the outdoor exercising equipment is a positive move for the adults that visit the park.

Commissioner Bob Hedrick mentioned the possibility of a corn hole being in the tennis area.

Public Works (Reference #5)

Rodney Pleasant Public Works Director presented the Street Department budget with decreases and increases in expenditures.

1. Street Signs - \$2,000 – decrease from last year
2. Chemicals/Pesticides - \$1,600- increase of \$100 to cover cost of fire ants
3. Capital Outlay – \$10,000- requesting new mower due to the increase repairs to the present mower

Mayor Pro-Tem Jerry Beasley questioned the use of the mower that we got from the government. Mr. Pleasant stated that the department does use this mower, however limited use because it is not a commercial mower.

Solid Waste (Reference #6)

Rodney Pleasant Public Works Director presented budget for Solid Waste department with increases to the following.

1. Tipping Fee - \$19,000 – difficult to budget based on this current year because of the storms
2. Service Main Contract - \$130,000 – 3% estimated increase from Waste Management

Water Fund (Reference #7)

Rodney Pleasant Public Works Director presented the Water Fund budget highlighting decreases and increases to expenditures as listed.

1. Professional Services - \$1,000 decrease
2. Materials and Supplies - \$9,000 increase to cover GPR (possible purchased a used one from Dunn)
3. Meter and Taps - \$9,000 increase due to development – increase to revenues
4. Sewer - \$900 – new public works building
5. Service Maintenance – Estimate to Sand Blasting Water tank-repairs to Abattoir Road

Nick Holcomb Town Manager stated he would cover this expense during the Saturday work session, which pertains to spreading the expense over a few years to avoid paying out \$125,000 at one time.

6. Capital Outlay - \$2,000 – Mud Hog (water pump)

General Administration, Zoning/Planning, Powell Bill, Cemetery

Nick Holcomb Town Manager presented the Board with General Administration, Governing Board, Zoning/Planning, Powell Bill and Cemetery budgets.

A. Governing Board (Reference #8)

1. Salaries - \$10,400 Increase Board Salaries at \$100 each

Mayor Pro-tem Jerry Beasley asked if the budget already included a salary increase.

Karen Wooten Town Clerk stated that all departments included a two percent (2%) increase in salary with the exception of Town Manager and Town Clerk positions. Ms. Wooten informed the Board that the budget included estimated 3% on Workers Comp, 12% on Health Insurance and 5% on Liability Insurance.

2. Mid-Carolina Council – no change from last year budget

Nick Holcomb informed the Board with issues concerning the Mid-Carolina Council changes to possibly joining another regional council that may be more proactive for the County.

3. Elections - \$3,500- 3 Board positions open

Commissioner Bob Hedrick questioned what positions are up for election this year.

Nick Holcomb Town Manager informed positions for election this year, Bob Hedrick, J C Allen and Mayor Coats.

Commissioner John Raynor questioned possibility of *"On Premises Alcohol Sales"* on the ballot.

Mr. Holcomb responded that is covered with the NC Commerce report and that the Board would need to make that decision prior to July to have it included on the ballot for November. Mr. Holcomb asked direction from the Board on how they wish to address this issue.

Mayor Pro-Tem Jerry Beasley, stated business owners need to come before the Board and request for this to be on the ballot and then the Board can vote on it.

3. Coats Chamber - \$3,000 funds to cover events/concerts – Town Manager's decision

B. General Management (Reference #9)

1. Professional Services - \$11,000 increase for Ordinance Codification

Board of Commissioners discussed and stated to move the Ordinance codification to another year.

2. Repairs Building - \$6,000 increase \$2,000 for carpet cleaning

Mayor Pro-Tem Jerry Beasley questioned the number of cell phones that the Town pays for.

Karen Wooten Town Clerk stated all seven police officers, five public works employees and one recreation have Town phones and no employees get an allowance for phones.

C. Zoning (Reference #10)

1. Professional Service - \$7,500 -increased \$500
2. Outside Contracts - \$30,000 –increase for five properties

Mayor Pro-Tem Jerry Beasley stated the importance of the Board supporting Harnett County concerning the demolition.

Commissioner Allen Mosby stated that the zoning actions are not for the profit of the Town but for the residents of Coats.

D. Powell Bill (Reference #11)

1. Budget based on estimated Revenue

Nick Holcomb Town Manager stated that there are current bids out for Church Street paving.

Mayor Pro-Tem Jerry Beasley mentioned area at Hardees in need of repairs.

E. Cemetery (Reference #12)

No budgeting concerns with Cemetery Fund.

Mayor-Pro-Tem Jerry Beasley stated to continue to look for things that need repair at the Cemetery.

V. ADJOURN:

RESOLVE to recess meeting to Saturday morning at 8 a.m. on March 23, 2019.

**MOTION BY: COMMISSISONER JOHN RAYNOR: SECOND BY: COMMISSIONER ALLEN MOSBY
APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS HEDRICK, ALLEN, MOSBY
AND RAYNOR
NOES (0)**

TOWN OF COATS
Board of Commissioners
March 23, 2019
Recessed Budget Workshop

I. ROLL CALL:

Mayor Chris Coats, Mayor Pro-Tem Jerry Beasley, Commissioner J C Allen, Commissioner Allen Mosby, Commissioner Bob Hedrick and Commissioner John Raynor were present.

Nick Holcomb Town Manager and Karen Wooten Town Clerk were present.

Mayor Coats called the recessed meeting back to order at 8 a.m.

II. REVIEW DEPARTMENTAL REQUEST:

Nick Holcomb Town Manager opened with the review of department request. Mr. Holcomb asked that the Board discuss requests compared to: **(Reference #13)**

- A. Board's Priorities
- B. Citizen Concerns
- C. Taking Care of what Town Has
- D. Preparing for Economic Development

Mr. Holcomb shared the unknown factors and current place-holder in proposed budget. **(Reference #14)**

- A. 2% Salary Increase (exception of Town Manager and Town Clerk)
- B. 12% Health Insurance Increase
- C. 5% Liability & Property Insurance Increase
- D. 3% Workers Comp Increase

Police Department

Mayor Pro-Tem Jerry Beasley stated to include purchasing vehicle and buy around this time next year which will get us back in the yearly rhythm.

Discussion among the Board was to purchase vehicle during the budget year, which will save on maintenance expenditures. Board also agreed to sell the Crown, Durango and use one of the 2013 for spare.

Parks and Recreation

Discussion and agreement among the Board was to approve \$12,000 in park improvements, which included cleaning up areas, working on a trail using chipping from public works and purchasing outside exercise equipment.

Public Works

Nick Holcomb Town Manager addressed the purchase of a mower and stated this possibly trimmed from budget if needed due to the insurance cost.

Solid Waste

The Board expressed the concerns of the tipping fee expense, expenditures as presented.

Water

No issues with the presented budget needs.

Governing Board

Nick Holcomb Town Manager informed that there is not any actual Chamber funding; however budgeting \$3,000 for support for events and concerts.

General Fund

Discussion among the Board to move the Ordinance codification to another year, due to possible other changes coming and codify once those issues addressed.

Zoning

No issues with the presented budget needs.

Powell Bill

No issues with the presented budget needs.

Cemetery

No issues with the presented budget needs.

10-minute break

III. CAPITAL PROJECTS

Nick Holcomb Town Manager presented three Capital Projects for the Board.

- A. Main Street
- B. Park
- C. General Beautification

Mr. Holcomb shared the *Capital Planning and Visioning report* for the Town from NC Commerce. Mr. Holcomb asked the Board to consider a project fund based on the Commerce report, which would not affect the 2019/2020 budget. Mr. Holcomb suggested that revenues received this current year from old Library property sale at \$23,100, McKoy tax foreclosure at \$21,000 and Fema at \$15,854 to create a Capital Project Fund. Mr. Holcomb asked the Board for their ideas for a smart goal, potential project(s) and what amount to invest. Mr. Holcomb pointed out based on the Economic Development assessment that the three main categories that would have the largest impact were:

- A. Appearance and Design
- B. Downtown Revitalization & Business Development
- C. Promotion & Community Events

With information from the report, Mr. Holcomb shared suggestions with a potential between \$30-40,000.

- A. Town Square or gathering place for events (Library Gravel lot)
- B. Uptown Nature Park/walking path
- C. Signs and Entryways into Town
- D. Miscellaneous Beautification, Christmas Lights, Planters, Benches, Murals, etc.

Discussion among the Board was to give approval for Town Square improvement at the gravel parking lot, welcome sign on 27 and possibly trail at the park.

Commissioner Allen Mosby added that a volunteer day be organized and work on walking trail at the park and other improvements.

Mr. Holcomb presented Capital Improvement Planning for:

1. General Fund (Reference #15)

Mr. Holcomb highlighted completions of Public Works Building, Police Department and Chamber Roof and asked to purchase police vehicle.

2. Water Fund (Reference #16)

Mr. Holcomb updated the Board with plans in current budget for the Church Street Hydraulic Loop, S Patterson Street Hydraulic Loop and Carrie Street Tank – replacing the Altitude Valve. Mr. Holcomb added for the 2019/2020 budget to include the Abattoir Line Pressure at \$25,000 and \$125,000 Carrie Street Tank Exterior Blast and Interior renovation, to pay over a ten-year plan with American Tank.

Discussion among the Board concerning changing companies from Utility Service and contracting with American Tank. Mr. Holcomb explained the one-year plan to cover the cost of the exterior blast for the Carrier Street tank and avoiding the Town paying \$125,000 at one time.

3. Utility Rates and Fee Schedule

Mr. Holcomb presented increases in Fee Schedule as listed;

A. Picnic Shelter Rental - \$25

B. 1" tap fee - \$1,800

2" tap fee - \$1,900 + Cost

Discussion among Board pertaining to Utility Rates were to have no rate increases for Water nor garbage for budget year 2019/2020.

Mayor Coats informed the Board pertaining to grants available from Duke Powell for emergency needs. Mayor Coats asked that the Board would agree for him to apply for a grant asking for a generator for the Town Hall to have during emergencies.

All of the Board Commissioners agreed for Mayor Coats to apply for the grant for the Town.

Final thoughts from the Board were to consider replacing the Carpet in the Boardroom and address the traffic issues with the Police Department.

Nick Holcomb Town Manager thanked the Board for their input and directions for him in preparing the proposed budget.

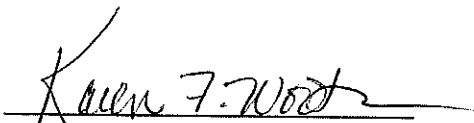
Mayor Coats and the Board of Commissioners expressed their appreciation to the Town Manager, Town Clerk and department managers for all their work for the budget work session.

IV. ADJOURN:

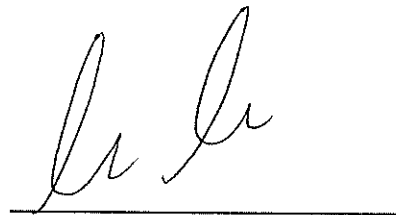
RESOLVE to adjourn budget work session.

**MOTION BY: COMMISSISONER BOB HEDRICK: SECOND BY: COMMISSIONER JOHN RAYNOR
APPROVED, AYES (5), MAYOR PRO-TEM JERRY BEASLEY, COMMISSIONERS HEDRICK, ALLEN, MOSBY
AND RAYNOR
NOES (0)**

Meeting adjourned at 11:04 a.m.



Karen F. Wooten, Town Clerk



Chris Coats, Mayor