

Zebulon Board of Commissioners
Work Session
Minutes
June 18, 2014

Present: Robert S. Matheny-Mayor, Curtis Strickland, Beverly Clark, Dale Beck, Don Bumgarner, Glenn York, Rick Hardin-Town Manager, Lisa Markland-Town Clerk, Mark Hetrick-Planning, Bobby Fitts-Finance, Tim Hayworth-Police, Chris Ray-Public Works, Chris Perry-Fire, Greg Johnson-Parks & Recreation, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 7:00pm.

APPROVAL OF AGENDA

Mayor Matheny requested that the agenda be amended to add personnel change request under Old Business as item A1.

Commissioner Bumgarner made a motion, second by Commissioner Beck to approve the agenda as amended. There was no discussion and the motion passed unanimously.

PUBLIC HEARING

Mayor Matheny opened the public hearing on the budget.

Bobby Fitts gave a staff report and PowerPoint presentation.

The total general fund budget was \$8,214,000 which was approximately a two percent increase over the previous year's budget. The enterprise fund budget was for existing debt service payments and was almost \$169,000. The assessed valuation was projected to be approximately \$779,000,000 at a recommended tax rate of 52.5¢ per \$100 of valuation. There was no proposed tax increase with the budget which would equate to \$3,950,000 in property tax revenue. There were a few fee changes which included an increase to the vehicle tax fee from \$5 to \$10, T-ball was decreased to \$30.

Expenditures were estimated to be \$4.1 million in personnel costs which was less than a one percent increase. Operations were \$2.4 million and that was a one percent increase, capital was about \$880,000. Debt service totaled approximately \$751,000 and was equal to about 10¢ on the tax rate. Water and sewer rates would be increasing five percent.

Commissioner Strickland asked about the privilege license fee and if the Town would be receiving those. Bobby explained that it would be received for one more year, then it would not be a source of revenue for the Town.

Mayor Matheny asked if there was anyone who wished to speak. There were none.

The public hearing was closed.

OLD BUSINESS

A. Finance

Personnel Change Request

Rick Hardin presented that they would like to convert the part time salaries in Public Works to full time in the new budget. There would be no additional funding needed for that position. The Board had no issues with establishing the position and it would be created with the adoption of the budget

Ordinance 2014-32

Commissioner Clark made a motion, second by Commissioner Bumgarner to adopt the budget ordinance 2014-32. There was no discussion and the motion passed unanimously.

NEW BUSINESS

A. Finance

Ordinance 2014-31

The amendment was for additional funding for the fire alarm replacement.

Commissioner Bumgarner made a motion, second by Commissioner Clark to adopt ordinance 2014-31. There was no discussion and the motion passed unanimously.

Ordinance 2014-33

Bobby explained that the ordinance was to recognize reimbursement to the Fire Department from Wake County.

Commissioner Clark made a motion, second by Commissioner Strickland to adopt ordinance 2014-33. There was no discussion and the motion passed unanimously.

MANAGERS REPORT

Bobby Fitts reported the following line item transfers.

- **Governing Body**
Moved \$5,000 from Group Insurance to Professional Services; Moved \$500 out of Equipment Maintenance and \$800 out of Group Insurance - \$100 went to Miscellaneous, \$700 went to FICA, \$250 went to Materials & Supplies and \$250 went to Elections.
- **Admin/Finance**
Moved \$5,000 out of Salaries; \$1,500 went to Professional Services, \$1,500 went to Materials & Supplies and \$2,000 went to Mailroom Materials & Supplies.
Moved \$1,500 from Salaries to Contracted Services.
- **Stadium**
Moved \$2,000 from Material & Supplies to Buildings & Grounds Maintenance.
- **Planning**

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Moved \$1,800 out of Salaries; \$100 went to Fuel Expense, \$1,500 went to Materials & Supplies, \$100 went to Insurance & Bonds and \$100 went to Miscellaneous.

- Police
Moved \$5,000 out of Insurance & Bonds; \$4,500 went to Vehicle Maintenance, \$400 went to Equipment Maintenance, \$100 went to Postage; Moved \$800 from Salaries to Separation Allowance.
- Fire
Moved \$4,500 out of Insurance & Bonds; \$3,300 went to Part-time Salaries and \$1,200 went to Contracted Services; Moved \$1,000 out of Travel & Training; \$500 went to Equipment Maintenance, \$250 went to Cell Phones, \$150 went to Safety and \$100 went to Postage.
- Streets
Moved \$3,300 out of Salaries; \$3,000 went to Vehicle Maintenance, \$200 went to Insurance & Bonds and \$100 went to Miscellaneous.
- Powell Bill
Moved \$300 from Insurance & Bonds to Part Time Salaries.
- Sanitation
Moved \$2,000 from Insurance & Bonds to Fuel. Moved \$5,000 from Insurance & Bonds to Lease Payment; Moved \$1,500 from Contract Services-Solid Waste to Lease Payment.
- Stormwater
Moved \$500 from Computers to Contracted Services; Moved \$500 from Group Insurance to Salaries.
- Parks & Recreation
Moved \$4,900 to Grounds Maintenance; \$3,000 came from Vehicle Maintenance and \$1,900 came from Team Uniforms. Moved \$4,200 to FICA; \$3,500 came from Group Insurance and \$700 came from Salaries.

Rick Hardin stated that there was no qualifying upset bid received so a resolution would come to the Board at the July meeting.

Town Hall would be closed on July 4, the Chamber of Commerce 5K race was June 21 at 8am.

Commissioner Strickland made a motion, second by Commissioner Clark to adjourn. There was no discussion and the motion passed unanimously.

Date

Robert S. Matheny—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk