

Belhaven Town Council

Workshop Minutes

Monday, June 8, 2009 – 5:00 P.M.

Call to Order – Workshop Session – Monday, June 8, 2009 – 5:00 P.M.

The Belhaven Town Council met in Workshop Session on Monday, June 8, 2009 at 5:00 P.M. prior to regular session at 7:00 P.M. Mayor Adam W. O'Neal called the workshop to order with the following Council members present: Howard D. Moore, McKee "Mac" Pigott and Robert L. Stanley. Councilman Carawan was not present at the beginning of the meeting but arrived at 5:10 P.M... Councilman/Mayor Pro-Tem J. Nelson Guy was not present due to recent surgery. Town Manager Dr. Guinn Leverett, Town Finance Officer Mr. Kyle J. DeHaven and Town Clerk Mrs. Marie J. Adams were also present.

Revenues

Mayor O'Neal stated that the Fund Balance Appropriated was not used. Councilman Pigott stated that he thought the town would have a severe revenue problem but was pleased that the Fund Balance Appropriated did not have to be used.

Mayor O'Neal announced that the water and sewer departments were going to be separated so that accurate accounts could be made for both departments. Mayor O'Neal stated that the Water Department would remain under the 30-810 fund code and that the Sewer Fund would utilize the 33- fund code as more realistic projections for these departments could be determined due to the separation.

Mayor O'Neal stated that the water and sewer departments had a shortfall due to all of the participants in the sewer project not being on line with the sewer for the entire year.

Finance Officer DeHaven stated that the transfer from the electric fund was not transferred therefore not used in the current budget. Councilman Pigott stated that \$460,000 was transferred from fund balance and also not spent. Finance Officer DeHaven stated that the proposed budget had a slight decline in revenue budgeted.

Councilman Carawan arrived at this time.

Expenditures

Finance Officer DeHaven reviewed the proposed budget for expenses department by department as summarized below:

10-410 Governing Body

Moved the salaries for the Mayor and Council to the Boys and Girls Club and Scouts to keep from issuing W2's, as the Mayor and Council donate the salary allotted to them to these organizations; Mayor O'Neal stated that the salary listed is for the Clerk for her part of the duties for the governing body

10-420 Administration

Operate basically the same as last year; Councilman Pigott suggested that 014 (Travel and Schools) be increased to \$2,000; 024 add \$1,00 for the parade

10-440 Finance

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Basically the same budget; with slight increase in professional services (computer programming, etc.); Mayor O’Neal stated that a \$60,000 program was purchased in order to mail utility bills in envelopes which an additional \$1,000 is paid monthly for maintenance expenses

10-470 Legal

Over budget significantly with expenses for the Turnpike Lawsuit

10-495 Economic Development

Should be \$12,800 instead of \$12,000

10-500 Public Buildings

Increased some due to increase in fuel, supplies and materials increase

10-500-018 Fuel – increased due to increase in fuel costs

10-500-033 Supplies - \$5,000 - Paul Wood, PWD was in agreement

10-505 Garage

Some increase due to insurance and salary

10-510 Police

Significantly higher due to adding four new officers instead of being understaffed; Mayor O’Neal stated that \$65,000 was paid to the Sheriff’s Department for their assistance last year

10-530 Fire

Some budget cuts were made; Mayor O’Neal asked Chief Myers to rethink a tight budget Due to the need of a ladder truck in the amount of \$125,000 and renovations made at the fire station at an estimated \$125,000

10-530-033 Department Supplies – Chief Myers stated that some of the equipment was outdated and due to state mandates had to be replaced; also added that the condition of the equipment was considered when the Department of Insurance made an inspection for the town’s fire rating; Councilman Pigott asked that Chief Myers contact Mr. John Pack, Beaufort County Fire Marshall to get a mock inspection of the department to see what the needs were and to include the Town Manager on this inspection

10-540 Inspections

(046) Demolition \$12,500; Code Enforcement Officer Overholt stated that this was not cost effective due to the mandate that all asbestos removed during demolition must be transported to EJE Recycling for disposal;

(045) Lot Mowing – Council discussed moving \$2,500 to lot mowing to offset expenses/ maintenance incurred to the equipment; Councilman Carawan questioned liens on properties that had been mowed. Code Enforcement Officer Overholt stated that it was

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very costly to place liens on properties; Overholt added that once you foreclose on property you take ownership and then through selling the property you basically recoup the cost of the lien; Mayor O'Neal stated that the mowing of these properties was a quality of life issue and that it is a shame that the previous administration did not take care of the overgrown properties throughout town; Overholt stated that most of the tax foreclosures are on homes that were received through the HMGP grant monies, the households are not able to pay the taxes

10-550 Public Works

Mr. Paul Wood, Public Works Director questioned if there would be any salary increases. Mayor O'Neal stated that the Town was keeping jobs and benefits and would look at some merit increases for some employees.

10-560 Street

Basically the same; Mosquito Control (076) Mayor O'Neal asked PWD Wood if that fund was sufficient – PWD Wood replied yes.

10-570 Powell Bill

These monies are received from the state to be used for streets only – maintenance, repair, and paving, etc. – will utilize for the paving and widening of Old Country Road in front of the post office.

10-580 Sanitation

Council suggested deleting some funds from (045) Contracted Services as the current years expenses are lower than the appropriation; about \$600 additional will be needed to cover sanitation dumpster rental and trash removal for the 4th; the expense for this fund is an estimated \$8,000 per month

10-620 Recreation

(033) will not budget as much this year due to the expense with additional equipment and supplies; Recreation Director Nixon asked about purchasing bleachers to replace those which are not in a safe condition; Council directed Recreation Director Nixon to make a list with the cost of bleachers needed

10-690-23 (4th of July)

Will decrease some due to the purchase of fire work equipment which will be used for several years

10-690-045 (Chamber of Commerce) \$5,000 asked that additional funds be appropriated so that hours can be increased; following some discussion – Council suggested that money that was appropriated for Friends of JAW will not be used and that \$5,000 of that \$6,084 be moved to line item (045) with \$200 of that balance going to the library in addition to their appropriation of \$6,634 and the balance to the Boys and Girls Club and the Scouts

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Water and Sewer Departments

(30) Water Department and (33) is the sewer department. Mayor O’Neal recognized Mr. Sonny Grant, Superintendent of the water department who questioned the decrease in the overtime line item; Finance Officer DeHaven explained that the funds were split between the two departments now, to separate all expenses; Mayor O’Neal suggested that the Superintendents of both the Water and Sewer Departments meet with Town Manager Leverett and Finance Officer DeHaven to clarify expenses for these two departments. Councilman Pigott suggested that the town staff have a plan as to which inflow and infiltration (I & I) repair would be made first, when funds are available – Town water and sewer staff stated that they were ready with plans

Electric Department (31-382)

The budget is slightly less; Mayor O’Neal stated that this department is still a revenue source for the town

Cemetery Department (32-640)

Basically the same budget.

Sewer Department (33)

See information for 30-810

Summary

The budget as proposed is \$5.96 million. Mayor O’Neal stated that the budget had been decreased and was tight and the Council would work to see if some merit raises could be included in the budget and would like to cut expenses for our citizens.

Adjourned

Mayor O’Neal declared the budget workshop closed at 6:30 P.M.

Respectfully submitted,

Marie J. Adams, CMC
Town Clerk