

**TOWN OF SELMA
WORK SESSION MEETING
APRIL 24, 2017**

PRESENT: Mayor Cheryl Oliver, Mayor Pro-Tem Jackie Lacy, Councilmember Tommy Holmes, Councilmember William Overby, Councilmember Mark Petersen, and Town Manager Barlow.

Mayor Oliver called the meeting to order at 6:00 p.m. in the Selma Fire Department Conference Room.

OTHER STAFF PRESENT: Finance Director Karen Johnson, Police Chief Richard Cooper, Fire Chief Phillip McDaniel, Planning/Economic Development Director Julie Maybee, and Town Clerk Brenda Thorne.

CONVOCATION: Mayor Oliver called the meeting to order at 6:00 p.m. in the Selma Fire Department Conference Room and declared a quorum present.

PROPOSED TOWN OF SELMA 2017/2018 BUDGET: Town Manager Barlow reviewed the proposed fiscal year 2017/2018 Town of Selma Budget with Town Council beginning with a PowerPoint presentation (Tab 4). He reviewed the revenues for each fund. Mr. Barlow stated that property tax valuations (real and personal) decreased by about two percent; however, automobile taxes increased. He said that he was conservative with these numbers when figuring the Town's revenues from taxes.

Finance Director Karen Johnson stated that she received new figures from the Johnston County Tax Office today, but has not had an opportunity to review those numbers.

Mr. Barlow stated that he incorporated as much of the things that were discussed in January. Mr. Barlow reviewed the following budget highlights:

- Infrastructure needs and capital projects
- Harrison tennis court project

Councilmember Overby questioned the new ladder truck for the Fire Department. He said that there were pros and cons for why they should or should not get a new truck. Councilmember Overby asked what assets the Town would be able to get rid of if they did get this truck. He asked if the Town lost that much money if they bought a new truck and sold the assets.

Mr. Barlow stated that Fire Chief McDaniel was close to having a spec ready.

Chief McDaniel stated that he has that information ready anytime to present.

Mr. Barlow stated that the plan was to bid the project this year. He said that there was about a nine to twelve month delivery for the new truck.

Mayor Oliver stated that it was discussed to review this project at the next Town Council meeting in May.

- Update the Town's Future Land Use Plan and Mapping
- Source of funding for I&I projects for North Webb, North Sharpe, and Griswold Street areas.

Mayor Oliver asked if Town Council would be seeing a top ten list for I&I projects.

Town Manager Barlow stated that the area mentioned above was at the top of that list.

- Message board
- Costs of moving electrical and water services on Buffalo Road and Ricks Road for DOT street widening projects

Mayor Oliver asked if the electrical services could be placed underground.

Town Manager Barlow stated the budgeted amount was for moving the poles, but would talk with the Electric Utility Director about the cost of going underground.

- Equipment acquisitions
- Software for Town Clerk and HR Director
- Dump truck for Public Works
- Small bucket truck for Electric Department
- Sewer truck to clean out storm drains and catch basins

Councilmember Overby asked if they were going to sub it out for someone to do the work.

Town Manager Barlow stated that was the purpose of creating a sewer crew.

- Ladder truck for Fire Department (\$800,000)

Fire Chief McDaniel stated that if they can get a new truck, they would surplus truck 10, which is a 2000 model rescue truck, which

he thought would possibly sell for \$75,000 to \$100,000. He said that the average cost around the State was about \$900,000 to \$1 million for a new truck.

Councilmember Overby stated that he thought they were going to get rid of an older ladder truck plus another fire truck.

Chief McDaniel stated that the Fire Department has a 1984 Engine that is about ten years past its prime. He said that the one good thing on the ladder truck is the pump. Chief McDaniel stated that what he proposes is to take the older ladder truck and put it in service as the third engine out, which does not go out on many calls. He said that if the hydraulics continue to give them a problem, they would not repair them. Chief McDaniel stated that in two to three years, he would like to replace the older ladder truck with an engine.

- Personnel – two full-time positions and two part-time positions
 - 3rd Fireman – full-time
 - Full-time Maintenance Person in the Sewer Department
 - Part-time position in Parks and Recreation
 - Part-time position in Public Works Maintenance

Councilmember Overby questioned the part-time Public Works Maintenance position, and the lateral move of personnel into the Police Department.

Mr. Barlow stated that the option for lateral moves was in the Personnel Policy, and did not require anything to be added.

- Insurance Premiums
- Workers' Compensation Insurance
- Property and Liability Insurance
- Utility Fees and Rates

Mr. Barlow stated that the Electric Rate Design was included in the budget, which reflected about a 2.5% rate decrease. He said that Johnston County Utilities has advised that both water and wastewater treatment charges would increase by 6%. Town Manager Barlow stated that he was not recommending a rate increase on wastewater. He said that he would like to increase the capital charge on water, which would go into the Capital Reserve Fund. Mr. Barlow stated that the total budget was about \$19 million.

Town Manager Barlow reviewed the fees and charges (Tab 3) with Town Council.

Councilmember Petersen stated that the Election Fees that are listed on Page 4 should be 1% of the yearly salary. He said that the Mayor's filing fee should be \$72 and the Councilmember's filing fee should be \$48.

Councilmember Overby stated that these fees are now collected by the Board of Elections and should not be in the Town's Fee Schedule.

Mayor Oliver asked what the reason was for the increase in fees for Magnolia Garden listed on Page 2.

Town Manager Barlow stated he would have to get that information from Public Services Director Alex Fuller.

Mayor Oliver stated that Page 14 included the recommended reduction in the electric deposit, and Pages 15 and 16 included the recommended rate reductions as recommended in the Cost of Service Study.

Councilmember Petersen stated that on Page 25, each additional 5,000 should be 5,000 for the outside city limits sewer rate.

Councilmember Overby questioned why there was a smaller difference between basic facility charges for water rates for inside and outside city limit customers versus the sewer rates, which are double.

Town Manager Barlow stated that was why they needed to do a Cost of Service Study on the water and sewer rates.

Mayor Oliver questioned what buildings were covered under public buildings. She said that it was brought up in a budget discussion that the depot needed some repairs.

Mr. Barlow stated that the depot was included under public buildings, as well as Town Hall, Police Station, Fire Station, etc.

Councilmember Overby questioned what Town Hall improvements needed to be made for \$5,500.

Town Manager Barlow stated that was for a desk for the Town Clerk and to build some type of divider for Deputy Town Clerk. He said that it also included handrails to the second floor.

Councilmember Petersen stated that under Non-Profit Organizational Support, the American Legion funds for flags were taken out.

Town Manager Barlow stated that was an error and would add it back.

Finance Director Johnson stated that she and Human Resource Director Susan Sult recently learned that the retirement funds that the Town pays to the North Carolina State Retirement system would be increasing 0.25%.

Councilmember Overby asked why \$5,000 was recommended for the Boys and Girls Club.

Mr. Barlow stated that it should be the same as last year, which was \$2,000.

Councilmember Overby also questioned the \$25.00 for postage under non-profits.

Town Manager Barlow stated that line item would be for postage to mail out something.

Mayor Oliver referred to the Planning and Economic Development expenditures. She asked if picnic tables at the depot were covered under that expenditure.

Ms. Maybee stated that picnic tables were not included in those figures. She said that they would need to add about \$1,500 to cover that expense.

Mayor Oliver asked where the Town's website updates were coming from.

Ms. Maybee stated that she talked with VC3 and thought it might be under Marketing.

Mayor Oliver asked if anything would come out of next year's budget for the Skycam.

Mr. Barlow stated that if the work were not done soon; it would have to be carried over to next year.

Mayor Oliver questioned if additional surveillance cameras were included in the Police Department expenditures.

Police Chief Cooper stated that he did not include any pole cameras in this year's budget. He said that it would be nice to have, but cost is between \$8,000 to \$10,000 for one.

Mayor Oliver asked if the Police Department was going to progress enough on body cameras to where something needed to be budgeted.

Police Chief Cooper stated that it would not be this year.

Councilmember Overby questioned the expenditure under Recreation for the Polar Express.

Town Manager Barlow stated that there was a line item under revenues that matched the expenditure.

Mayor Pro-Tem Jackie Lacy questioned the additional \$3,200 for railroad crossing signals under the Powell Bill.

Mr. Barlow stated that every year the Town is charged by DOT for crossings that are in the Town limits for maintenance. He said that DOT maintains the crossings, but DOT is allowed to charge the Town a portion of those fees.

Councilmember Overby questioned the line item for registering deeds under the Cemetery expenditures.

Town Manager Barlow stated that staff charges recording fees and collects the revenue, but the Town has to show where Johnston County was paid for the expense.

Mayor Oliver stated that someone brought up the installation of field lights at the Selma Elementary School, and asked Town Manager Barlow to follow up on this item.

Councilmember Overby stated that it has been discussed having the Town do its own garbage collection, but they have no figures on the costs.

Mr. Barlow stated that the contract with Waste Industries was not due to expire until 2019 or 2020.

ADJOURNMENT:

With no further discussion, the meeting adjourned at 7:56 p.m.

BRENDA W. THORNE, Town Clerk