

**TOWN OF AYDEN
BUDGET WORKSHOP
MINUTES**

June 5, 2017– 5:00pm
Ayden Community Building

I. CALL TO ORDER

A. Call to Order

Mayor Tripp called the meeting to order at 5:00 p.m.

B. Roll Call

Present:

Mayor Tripp

Commissioners Davenport, Harris, Mewborn, Ross, and Skinner

Absent:

None

Also Present:

Steven Harrell - Town Manager

Sarah Radcliff– Town Clerk

C. Welcome Visitors

Mayor Tripp welcomed everyone to the meeting.

II. DISCUSSION OF RECOMMENDED TOWN ANNUAL BUDGET

A. Town Fee Schedule Amendment

a. Tap Fee for Sanitary Sewer Lines deeper than 8 feet

Mr. Harrell presented to the Board.

Item Explanation

Recall that Town Board adopted this policy at its March 13, 2017 meeting for sanitary sewer taps for lines deeper than 8 feet:

- In those instances, and only in those instances, where a sewer line is deeper than eight (8) feet, the Town of Ayden will equally cost share with the owner/developer/builder in the difference between the actual cost to tap the sewer line at eight (8) feet and the cost of the tap at the depth of the line below eight (8) feet, with that depth not exceeding fourteen (14) feet.

could consider retail rates again this fall following the outcome of the FY16 – 17 annual audit. The recommended budget reflects the lowered sewer rate adjustment of 9.72%.

Action Requested

Board direction.

Motion to increase the rates by 9.72% and revisit this in the fall after the audit is complete.

Motion: Commissioner Harris

Second: Commissioner Davenport

Discussion: Commissioner Mewborn stated he was not in favor of an increase; however, he understood and respected what they were saying. Mayor Pro-tem Skinner said they have nowhere to else to get the money from. Commissioner Ross said she understood but was against a rate increase. Mayor Tripp said he did not want a rate increase either but we have to do what we can to meet the covenants of the bond and keep our fund balance.

Approved: 3-2 Davenport, Skinner and Harris voted in favor. Ross and Mewborn opposed.

Motion passed.

C. Outside Agency Funding

Item Explanation

Two outside agencies have requested additional funding for the coming fiscal year.

Ayden Chamber of Commerce:

The Chamber of Commerce has requested an additional \$8,000 in operations' costs. Currently the Chamber receives \$10,000 for operations and \$3,000 for the cost of putting on the Town's Christmas Parade.

Ayden Historical Society:

Ayden Historical Society requested at the Board's March 13th meeting that the Board of Commissioners designate the historic Dixon Building as the Ayden Historic Museum and the Board did so.

It was further reported in March that the Dixon Building in order to be usable will have to be brought in compliance with the Americans with Disabilities Act (ADA). The two areas of concern for the ADA are the disabled persons' ramp on the east side of the building and the widening of the door frames in the building to accommodate wheelchair access. Additionally, the side of the building where the museum will be housed is recommended to have a packaged HVAC system installed.

The current disabled persons' ramp is too steep to meet current ADA guidelines; i.e., the slope of the ramp can be no more than 1 inch for every 12 inches of ramp – the current ramp is much steeper than that. A rough cost estimate to remove the current ramp and to construct the new one is \$3,000 and \$7,500, respectively. The installation of the HVAC, minus possible ductwork improvements, is roughly \$4,500 to \$5,000. It is recommended the doorframes be widened without the need for any doors – the rooms will be the display areas of the museums. The rooms are envisioned filled as museum displays are acquired, so the doorframes do not have to be done all at once. Total costs for rehab of the ramp and HVAC is \$15,500.

Staff Comments

The Chamber's request was sent to the Board last week outlining its proposed use of the requested \$8,000.

Ayden Historical Society received a budgeted donation amount of \$5,000 in the current FY16-17 to be used to work toward the proposed museum. To date, there is a balance of \$4,080.56 left of this donation. If the Board wishes to rehab the disable ramp and HVAC for the Dixon Building, one avenue would be to budget \$16,000 in rehab costs in the new FY17-18 and since the Ayden Historical Society still has \$4,080.56 of its donation left, that the Board not consider another \$5,000 donation for FY17-18.

Action Requested

Board Direction.

No action was taken.

D. Adjustments to Recommended Line Items

- Allocated Workers Compensation out by department based on budgeted payroll and class codes vs. the previous town practice of allocated by thirds to each fund, respectively
- Added AHA officer to police department and included offsetting reimbursement from AHA
- Added AHA Workers Comp insurance reimbursement
- Added \$43,000 to Water and Sewer Fund for SW Bypass reimbursement
- Reduced Rural Fire Reimbursement by \$11,419
- Reduced Rate increase Water and Sewer to 9.72%
- Reduced various expenditure lines in Water and Sewer to help keep rate increase needed as low as possible
- Removed Capital Outlay in Planning for used vehicle
- Reduced various expenditures in General Fund Departments particularly Public Buildings
- Removed Rate decrease in Electric Fund \$112,500
- Added \$130,000 SW Bypass reimbursement revenue
- Removed \$170,000 from System R&M – projected to be in 16/17
- Reduced Capital Outlay \$60,000 – reduced pole replacement by one on Hwy 11
- General fund balance appropriated \$86,489 vs. previous \$96,920 on May 22nd
- Electric fund balance appropriated \$257,136 vs. previous \$706,958 on May 22nd
- Water/Sewer fund balance appropriated \$379,640 vs. previous \$375,951 on May 22nd

Mr. Harrell stated the budget does not reflect additional funding requests from Chamber or Historic Society. He said he anticipates reallocating marketing dollars for Chamber's request, if approved, which would have zero effect on fund balance appropriations. Change in Historic Society from \$5,000 to \$16,000 would affect General fund balance appropriated by \$11,000.

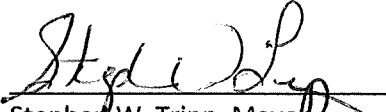
VI. ADJOURNMENT

Having completed the business before them, Mayor Tripp announced that without objection the Governing Board would stand adjourned at 6:43p.m.


CERTIFICATION

Minutes from the June 5, 2017 budget workshop were adopted and certified this 11th day of September 2017 in Ayden, North Carolina.

AYDEN, NORTH CAROLINA


Stephen W. Tripp, Mayor

ATTEST:


Sarah W. Radcliff, Town Clerk

