

Chowan County Board of Commissioners
Special Meeting – FY 09/10 Budget Planning Retreat
Tuesday April 21, 2009 8:30 AM
Northern Chowan Community Center
Virginia Road

MINUTES

The Chowan County Board of Commissioners held a special meeting on Tuesday, April 21, 2009, at 8:30 am in the Northern Chowan Community Center, Virginia Road, Tyner, NC.

Present, Chairman Eddy Goodwin, Vice Chairman Emmett Winborne, Commissioner Jimmy Alligood, Commissioner Louis Belfield, Commissioner Kenny Goodwin, Commissioner Ralph Cole and Commissioner Keith Nixon. Staff Present: County Manager Peter Rascoe, Finance Officer Lisa Jones, Human Resources Officer Carrie Byrum and Clerk to the Board Susanne Stallings.

Chairman Eddy Goodwin called the meeting to order, he then led the group in the pledge and the invocation.

County Manager , Peter Rascoe presented the Board with a working budget and information on General Fund projections. He stated that he hoped the Board would adopt a budget in June after a public hearing. He stated that the purpose of the budget retreat was to incorporate any board policies into the 2009-10 budget. He noted that anticipated revenues are estimated to be \$15,102,415 and expenses being \$18,612,293 leaving a deficit of \$3,509,878.

Finance Officer, Lisa Jones presented the Board with a general revenue comparison. (A copy of the report is in the meeting file labeled Special Meeting April 21, 2009). She noted these revenues are based on trends of the 2008-09 budget.

Commissioner Kenny Goodwin asked that the Manager check into the revenues for the ABC Board.

Mr. Rascoe said he would look into them.

Commissioner Nixon discussed the revenues for sales tax. He asked if the figures given were recommended by the Local Government Commission.

Mr. Rascoe said that statewide a 25% decrease has been noted and the figures are based on historical trends.

School Budget

Dr. Allen Smith provided the Board with a copy of the 2009-10 draft budget request from the Board of Education. (A copy of the report is in the meeting file labeled Special Meeting April 21, 2009). He noted that state and federal revenue dollars are still evolving and the stimulus figures may change. He noted the request is an increase of 2.7% from \$4,065,660 to \$4,176,203.

Commissioner Belfield asked about the retirement of teachers.

Dr. Smith noted that 4 teachers are retired and still working in the school system.

Commissioner Kenny Goodwin questioned the reductions always being teachers. He asked if there are ever reductions in Administration.

Dr. Smith said reductions have been made in Administration.

Commissioner Winborne noted the \$1.66 million in the un-obligated fund. He asked that when the County made budgetary cuts, if the school considered any voluntary cuts to assist with the financial needs.

Dr. Smith said the school agreed to reductions in March 2009.

DSS Budget

DSS Director Ben Rose and Kim Goodwin and attorney Hackney High presented data on applications and cases in the Chowan County DSS. (A copy of the report is in the meeting file labeled Special Meeting April 21, 2009).

Mr. Rose noted an increase in all services. He stated that he felt the current economic times are the driving factor for the increased case loads.

Commissioner Goodwin asked about the amounts requested for travel, building equipment rent.

Kim Goodwin stated that the state reimburses ½ of these expenses and added that the State will take over Medicaid in July 2009 but some costs will still be realized in 2009-10 because providers have 12 months to bill Medicaid.

The Board took a 15 minute recess.

Sheriff Budget

Sheriff Dwayne Goodwin, Chief Deputy Andy Bunch, Central Communications Director Franklin Jackson and Deputy Cordell Palmer were present to answer questions on the Sheriff Department Budget.

Sheriff Goodwin elaborated on three positions that are funded by grant monies and other items in the budget that will be funded by stimulus monies. He added that training has been done in house. He said some part-time staff was helping with transports prior to the budget reductions.

Commissioner Nixon asked about the necessity for overtime salaries and uniforms for Central Communications.

Franklin Jackson said that this pays for holiday work and the uniforms are polo shirts to keep the department recognizable as a division of the Sheriff's Office.

Sheriff Goodwin detailed the use of the Sheriff vehicles and explained that vehicles are parked more frequently and out of town officers park their vehicles at the County line to more easily access the vehicle for emergency calls without driving them out of the County. He also noted that revenue is generated for special events like concerts but not for the fair and school events.

Recreation Budget

Recreation Director, Robbie Laughton presented his budget request and answered questions from the Board. Discussions covered the need for increased revenues and other means of providing recreation services.

Mr. Laughton stated that increased fees for recreation programs will impact the participation numbers.

The meeting was recessed for lunch.

Edenton Chowan Development Corp.

ECDC President, Roland Vaughan and Economic Development Director Richard Bunch presented the Board with the proposed ECDC Budget for FY 09-10.

Mr. Bunch stated that ECDC is not asking for additional monies but wanted to make the Board aware that 25% of the budget is needed to keep the program running.

General Fund Projected Expenses

Mr. Rascoe presented the Board with a list of projected expenses for FY 09-10. Chairman Eddy Goodwin then opened the floor for the Board to make their individual comments on the lines for each budget.

General Fund Projected Expenses (CONSOLIDATED)

| | |
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| Board Salaries and Operating Costs | \$51,505 |
| Government Association Membership Dues | \$16,400 |
| Administration/Finance/Legal | \$532,729 |
| Tax Administration/Land Records | \$299,143 |
| Insurance Costs | \$401,473 |
| Sales Tax on Purchases | \$30,100 |
| Court Expenses | \$29,969 |
| Elections | \$105,788 |
| Register of Deeds | \$143,555 |
| Information Technology | \$261,480 |
| Maintenance (Operations) | \$368,734 |
| Building Maintenance: | |
| Hicks Field | \$3,600 |
| Red Banks Farm House | \$6,000 |

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| Agriculture Building | \$67,520 |
| Water Plant House | \$750 |
| Northern Chowan Community Center | \$52,650 |
| Old DF Walker-Recreation | \$47,900 |
| Old DF Walker-COA | \$101,910 |
| COA Admin Building | \$290,762 |
| Old DF Walker Alumni Bldg | \$250 |
| Purser Maintenance Shop | \$3,855 |
| Public Safety Center | \$218,918 |
| Home Feed Office (Rehab) | \$67,500 |
| 1980 Courthouse | \$49,750 |
| County Office Building | \$79,503 |
| 1767 Courthouse | \$16,190 |
| County Manager's Office | \$8,730 |
| Jail | \$82,590 |
| Swain Building | \$37,720 |
| Library (Building Only) | \$4,085 |
| Albemarle Learning Center | \$67,775 |
| Other Leased Buildings | \$59,900 |
| Senior Center Operations | \$190,545 |
| Sheriff-Operations | \$1,608,319 |
| Sheriff-Central Communications | \$544,812 |
| Sheriff-Jail Operating Costs | \$861,809 |
| Public Safety Office/Fire Inspectors | \$116,277 |
| Coroner | \$6,800 |
| Building Inspections & Planning | \$260,343 |
| Animal Control | \$126,504 |
| Animal Shelter | \$159,033 |
| Soil/Water Conservation | \$84,300 |
| Edenton-Chowan Development Corp. | \$68,547 |
| Agriculture Extension/EFNEP | \$185,250 |
| Library (Operations) | \$186,746 |
| Health Department | \$79,600 |
| Mental Health | \$34,111 |
| Social Services | \$3,799,430 |
| Veterans Administration | \$14,249 |
| Edenton-Chowan Schools Current Expense/NC Info Hwy | \$3,980,003 |
| Recreation | \$534,321 |
| Forestry Protection/Wildlife Control | \$73,095 |
| Revaluation | \$25,000 |

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| Reserve | |
| Contrib to School Capital Reserve Fund (School Debt Service) | \$629,093 |
| Contrib to Capital Projects to Closeout per LGC/Audit Budget | \$164,845 |
| Contingency | \$300,000 |
| Building Debt Service: | |
| Library | \$221,804 |
| Library Trustees Loan | \$35,000 |
| Public Safety Center | \$465,656 |
| Northern Chowan Community Center | \$155,831 |
| Adult Day Health Center | \$122,438 |
| USDA Loan Contingency | \$69,798 |
| Funds | |
| Total | \$18,612,293 |

Enterprise Funds

Water Fund

Mr. Rascoe noted the Engineer will provide more information on the need/cost of any expansion or need for increased fees.

Fire Fund

Mr. Rascoe stated that this is a 5 cent tax and the revenues are budgeted flat.

EMS Fund

Mr. Rascoe stated that more information will follow to explain if and how the non-emergency transports revenues pay for the emergency transports.

Solid Waste Fund

Mr. Rascoe noted that this fund has not paid for itself and he will recommend the monthly fee be increase from \$11 per month per household to \$16.50 to break even.

Chairman Eddy Goodwin then opened the floor for the Board to make any policy statements or recommendations to the County Manager.

Commissioner Kenny Goodwin suggested the following:

- Look into getting out of the lease for the COA admin building
- Elevator repair at the County Office Building, he asked is it mandatory to repair this now
- Eliminate Salary Study
- Travel for Elections staff
- Overtime in Animal Control, travel, departmental supplies, building maintenance and shelter equipment
- Inspections- look over budget

- Maintenance – look over budget
- Extension Office capital outlay
- Operating contribution to the Health Dept
- DSS travel
- Water Dept vehicle purchase eliminate
- Contingency \$ contribution to reserve
- Liscensing fees in I.T. department, telephone, postage and part time salary

Mr. Rascoe said he has met with the Landlord and they do not want to release the County from the lease for the COA admin building.

Commissioner Alligood stated his concern over eliminating the salary study. He said he felt this was important to keep in the budget. He said that across the board salary cuts could have potential for litigation and he prefers that an expert look over the salaries and make their recommendations for adjustments.

Commissioner Kenny Goodwin moved that the Board remove the salary study from the proposed FY 2009-10 budget.

Chairman Eddy Goodwin asked for all in favor the motion passed (5-2 Alligood & Cole).

Commissioner Alligood suggested the following:

- Look into the rate for travel reimbursement and see if it can be lowered
- Review the cosmetic improvements requested in the school budget

Commissioner Nixon suggested the following:

- All department budgets are over the FY 2008-09 budget levels
- Look over travel expense
- Save services
- Public Safety budgets increasing, look into the reason

Commissioner Kenny Goodwin added more suggestions:

- Look into ABC revenues
- Administration budget increase

Commissioner Kenny Goodwin then stated that given the reduced revenues and projected expenses for FY 2009-10, he made a motion to declare a financial crisis.

Mr. Rascoe stated that with the County having money in the bank, and taxing authority, he would need to look at the policy, but felt that declaring a crisis was not the correct thing to do.

Commissioner Kenny Goodwin said that the County couldn't wait until the crisis was there.

Chairman Eddy Goodwin called for all in favor, the motion failed (2-5 Belfield, Nixon, Winborne, Cole and Alligood).

Being no further business, the meeting was adjourned.

Eddy Goodwin

Chairman

L. Susanne Stallings

Clerk to the Board

(SEAL)