

Special Meeting
Wednesday, April 29, 2015
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC
9:00am

Present Chairman Jeff Smith, Commissioners Keith Nixon, Alex Kehayes, John Mitchener, Emmett Winborne and Greg Bonner.

Ellis Lawrence was absent.

Staff present County Manager Kevin Howard, Finance Office Willie Carawan and Board Clerk Susanne Stallings.

Special Meeting

Chairman Smith called the meeting to order

Closed Session

Commissioner Nixon moved that the Board go into closed session, in accordance with NCGS 143-318 (11) (a) (5) contract negotiations.

Chairman Smith asked for all in favor, the motion passed unanimously (6-0).

The minutes of the closed session are sealed.

Commissioner Mitchener moved that the Board come out of closed session. Chairman Smith asked for all in favor, the motion passed unanimously (6-0)

FY 2015-16 Budget Planning

Overall Budget Discussion

Mr. Howard provided information on the proposed revenues in the FY 2015-16 proposed budget. He stated that the preliminary budget shows expenditures over revenues, which if approved as is, are 21.5 cent tax increase. He stated the revenues for sales tax could change. He noted the budget does not include salary adjustments. He stated that values may change with updated tax information. He stated that 1 cent tax generates approximately \$132,661.83 in revenue. He noted potential reductions in revenues. He noted that the revenues do include an appropriation from fund balance.

Finance Officer Willie Carawan stated that revenues will change with new values in May and June.

Mr. Howard reviewed the general fund budget by department.

Below notes any discussions or notations by staff or Commissioners for each proposed budget. Items with no comments were reviewed and no additional action or comments were made.

Governing Body

Donation for flags from previous year was taken out.

Administration/Finance

The increase is for health insurance premium increase. The actuarial studies that was included in the proposed budget was taken out. (-\$4,737)

Tax Department

Professional Services increased \$6,200.

Legal/Courts

Budget may need to be increased

Board of Elections

The Board discussed the increase for voting equipment purchase (\$10,000) Additional increase is for the Town Election and the Spring Primary.

Register of Deeds

Land Records

IT

Increase is for the purchase of new servers.

Central Maintenance and buildings (Ag Building, NCCC, DF Walker, Purser Shop, PSC, Courthouse, Jail and Swain).

Increase is for snow/ice removal. The Board discussed the need to replace HVAC units at the Courthouse in the Register of Deeds office. The maintenance director will bring back proposals at a later meeting.

Senior Center

Discussed the change in the contribution. The Board requested that the Director come back at a later meeting to explain.

Central Communications

Sheriff

Health Insurance, vehicles and a decrease in the separation allowance. The overtime salary budget was also discussed and was attributed to the increase of law enforcement presence at athletic events at the school. The Board discussed the amount of positions that remain frozen (unfilled) in the Sheriff's Office and requested that Ms. Byrum in Human Resources provide that number to the Board.

SRO

Sheriff Special

Jail

The increase is contracted services. The Board discussed the jail medical may use the entire \$60,000 budgeted. The unknowns regarding female inmates and medical expense was discussed.

The Board took a 1 hour break for lunch.

Chairman Smith called the meeting back to order.

Emergency Management

Medical Examiner

Animal Control

Animal Shelter

The Board discussed the expense for medicines and utility costs. The Board requested that the director provide more information on these items at a future meeting.

Signs/Septic

Soil and Water

The Board discussed Hydrilla monies and Beaver Management Program monies. It was recommended that the Board move \$4,000 from Beaver Management to Hydrilla in the FY 15-16 year.

Forestry

Planning

Cooperative Extension

May have the director come and speak out the new guidelines for extension salaries.

Health Department

Mental Health

JCPC

Veterans

Schools

The Board discussed the School's current expense request (\$4,425,519) an increase of \$1,003,590 over FY 2014-15. The Board reviewed the School's capital request (\$999,190) and increase of \$796,190 over FY 2014-15. The Board discussed unused monies in the FY 2014-15 budget from lottery monies and unused capital monies. The Board also discussed a fund balance in Fund 40 of \$215,413. The Board requested that the Superintendent prioritize the Tier I projects in the capital and current expense request. The Board discussed that the proposed request is a 13.65% tax increase.

Commissioner Nixon stated his concern with working on the auditorium because of rumors that the auditorium would be removed.

Commissioner Winborne stated his concern with the requests as being reoccurring expenses. He stated he felt the County could not raise taxes to cover lost revenues.

Commissioner Nixon stated he felt the County could not cover the lost revenues from the state in the current expense budget.

Commissioner Kehayes stated his concern with the negative impact of increasing the tax rate on businesses in the County.

The Board took a five minute break, after 5 minutes Chairman Smith called the meeting back to order.

Mr. Jackson stated that some of the teaching positions have been paid with fund balance. He noted that the current expense state ranking includes the use of the school's fund balance. He stated that drivers Ed may be funded by the state.

COA

Library

Recreation

Commissioner Nixon asked if the fees have been looked at.

Central Services

Still waiting on property and liability insurance premiums. The Board discussed the Library's flood elevation. Mr. Howard will check into it.

Special Appropriation

Hopeline was put in DSS.

Transfer & Contingency

Finance Officer will check to make sure DSS absorbed the Hope line contribution. The General Fund transfer to DSS is \$77,182.23. This can be attributed to Foster Care.

Social Services

There is a request for Capital Outlay (copier). The Board discussed sharing this between multiple offices.

Water Development

Fire Districts

The Board discussed the need to increase the fire tax because of the property value loss in the FY 2014-15 revaluation. One cent increase in the fire tax generates \$88,000.

EMS

Mr. Ryan provided the Board with information on the budget request for EMS. He noted that his request includes the purchase of an ambulance, equipment and building maintenance and repair. The Budget also includes a contribution from the General Fund.

The Board requested that the Manager and Finance Officer provide them with a spreadsheet that shows the adopted FY 2014-15 budget. The Board reviewed the salary information in the back of the budget book. The Board stated they would like to review the expense for any cost of living adjustment.

The Board agreed to decide on Monday night the date of the next budget meeting.

Adjourn

Being no further business Commissioner Bonner moved that the meeting be adjourned. Chairman Smith asked for all in favor, the motion passed unanimously (6-0).

Jeffery Smith, Chairman

Susanne Stallings, Clerk