
June 1, 2018 (RECESSED MEETING)

Minutes of the recessed meeting of the Mayor and Board of Commissioners of the Town of Elkin, June 1, 2018, 1:30 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cicely McCulloch, Jeff Eidson, Terry Kennedy and Tommy Wheeler. (Absent: Commissioner Skip Whitman.)

Also present: Town Manager Brent Cornelison, Town Manager/Finance Director John W. Holcomb, and Town Clerk Cathie Tilley. (Absent: Town Attorney Raymond Parker.)

Also attending: Assistant Town Manager/Director of Recreation and Parks Adam McComb, Planning and Zoning Director George Crater, Public Works Director Robert Fuller, Police Chief Monroe Wagoner, Fire Chief Matthew Crawford, Economic Development Director Leslie Schlender, Downtown/Community Manager Laura Gaylord and *Tribune* Editor Wendy Wood.

Mayor Bishop reconvened the recessed meeting and said we were meeting for a budget session. He said Commissioner Whitman was absent due to injuries and asked for a motion to excuse him. Upon a motion to excuse Commissioner Whitman by Commissioner Wheeler, seconded by Commissioner Kennedy, the motion was unanimously approved. He asked Town Manager Holcomb to speak.

Town Manager Holcomb:

- Referenced handout titled, "Summary of Workshop and Staff Changes to FY '19 Budget (included as Exhibit A).
- General Fund – Starting point at first budget workshop was a shortfall of (\$209,386).
 - o Brought everyone's attention to Items 5 and 6:
 - Remove Girl Scout Hut paving cost from Recreation Capital Outlay – \$15,000
 - Health insurance rate adjustments to rates effective 7/1/2018 – \$11,737
 - o Projected decrease to Fund Balance with previously discussed adjustments along with the two abovementioned adjustments is \$126,202.
- Water Fund – Projected increase at first budget workshop was \$152,068
 - o Adjustments included:
 - Transfer interest earned on YVSA outstanding loan balance to General Fund – (\$24,447)
 - Rate increases of \$1.00 in both minimum bill and volumetric rate - \$143,792
 - Health insurance rate adjustments to rates effective 7/1/2018 - \$1,322
 - o Projected increase in Water Fund at start of second budget workshop - \$272,735
- Referenced the Executive Summary (included as Exhibit B)
 - o Stated we have been through most of these.

- There were no questions or comments.

Town Manager Cornelison:

- There were two items the Board wanted to revisit:
 - Elkin Rescue Squad request for funding:
 - All Board members had reviewed the letter from the Rescue Squad with a new request for the Town to provide funding for fifteen sets of personal protective equipment at a cost of \$8,641.80.
 - Commissioner Eidson made a motion to fund Elkin Rescue Squad in the amount of eight thousand, two hundred dollars (\$8,200.00). Upon a second by Commissioner McCulloch, the motion was unanimously approved.
 - MSD proposed tax increase of five cents:
 - Laura sent emails and letters to property owners and visited local property owners explaining the proposed increase in the MSD taxes.
 - Out of 120 taxable parcels, there were sixteen votes against the increase and 21 votes in favor of the increase (there was no response from 83).
 - Following discussion, Board members agreed to allow additional time for those property owners who did not respond to be contacted again.
 - Plans are to look at this again no later than our Board Retreat next year.
 - Additional Explore Elkin community meetings are planned; these discussions could impact the proposed MSD tax increase.
 - This will provide ample time to implement a tax rate change if the proposed MSD tax increase is approved.
- There is one new item to be mentioned—parking lots owned by First Union National Bank (Wells Fargo) and Benny Dobbins.
 - The Town would like to contact these property owners about leasing these parking lots until the properties are sold.
 - Following discussion, it was the consensus of the Board for Town Manager Cornelison to contact both owners to see if there would be interest in leasing these parking lots to the Town.
 - The Town will offer to reimburse property owners the ad valorem taxes they pay and provide certificates of insurance on these properties.

Mayor Bishop stated the Board needed to go into closed session. Commissioner Kennedy made a motion to go into closed session in accordance with G.S. 143-318.11(a)(6) to discuss a personnel matter. Commissioner Wheeler seconded the motion. The motion was unanimously approved and the Board went into executive session at approximately 1:55 p.m.

The Board returned to the recessed meeting at 2:05 p.m. Mayor Bishop reconvened the recessed meeting.

Mayor Bishop requested consideration of an Employment Agreement between the Town of Elkin and John W. Holcomb. Commissioner Eidson made a motion to retain John Holcomb on a part-time basis effective July 1, 2018 subject to the terms of the Employment Agreement between the Town of Elkin and John W. Holcomb and the Job Description as presented to the Board of Commissioners. There were no questions. Upon a second by Commissioner Kennedy, the motion was unanimously approved. (Copy of Employment Agreement on file.)

Mayor Bishop referenced the Special Events Permit:

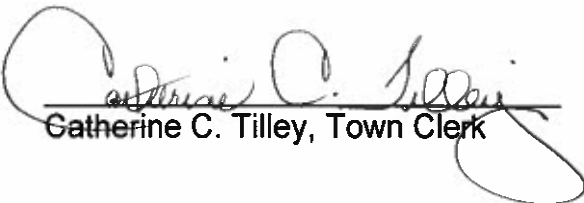
- Informed the Commissioners that this item would be on the June agenda.
- Looking to speed up this process.

There being no further business, Commissioner Wheeler made a motion to adjourn. Upon a second by Commissioner Kennedy, the meeting adjourned at 2:10 p.m.



Sam Bishop, Mayor

Attest:



Gatherine C. Tilley, Town Clerk