



REGULAR MEETING MINUTES
MAYODAN TOWN COUNCIL
June 12, 2017
7:00 p.m.
James A. Collins Municipal Building

Mayor and Council Present:	Mayor Jeffrey Bullins Lewis Bottoms James “Bud” Cardwell David Holland Andrew “Buddy” Martin
Absent:	Darrell Allred
Staff Present:	Town Manager Michael Brandt Town Clerk Melessa K. Hopper
Others Present:	Joe Dexter, Madison Messenger
	The Mayodan Town Council met at 7:00 p.m. on June 12, 2017 in the Council room of the James A. Collins Municipal Building, and with a quorum present Mayor Bullins called the meeting to order.
AGENDA TOPICS	ITEM
Public Hearing Taxi Franchise:	<p><i>Mayor Bullins opened the 2017-2018 Taxi Franchise public hearing at 7:08 p.m. to hear public comment regarding the consideration of the application by Hampton’s Taxi as the 2017-2018 Taxi Franchise.</i></p> <p><i>As no one wished to speak, Mayor Bullins closed the public hearing at 7:09 p.m.</i></p> <p>Motion by Councilman Martin, seconded by Councilman Bottoms, to approve Hampton’s Taxi as the 2017-2018 Taxi Franchise. Ayes: Councilmen Bottoms, Cardwell, Holland, and Martin. Nays: None. Motion carried unanimously.</p>
Public Hearing 2017-2018 Budget Ordinance and Tax Rate:	<p><i>Mayor Bullins opened the public hearing at 7:09 p.m. to hear public comment regarding the proposed 2017-2018 budget and tax rate. Town Manager Michael Brandt went over highlights of the budget ordinance, which includes a fee schedule amendment for water and sewer rates of five percent.</i></p> <p><i>As no one wished to speak, Mayor Bullins closed the public hearing at 7:15 p.m.</i></p> <p>Motion by Councilman Bottoms, seconded by Councilman Cardwell, to approve the 2017-2018 Budget Ordinance as presented. Ayes: Councilman Bottoms, Cardwell, and Martin. Nays: Councilman Holland. Motion carried.</p> <p><i>Councilman Holland stated that although he agreed with the budget as a whole, he could not vote for the budget to be passed with the Madison-Mayodan Recreation Department budget that is included. Councilman Holland stated he felt the Recreation Department in its current form is not working to its full potential as a joint commission and would like to go on record as saying he would like to see the letter to split from the joint commission sent as soon as possible rather than waiting until December.</i></p>

	<p><i>**A copy of the 2017-2018 Budget Ordinance is hereby by reference made a part of these minutes, and a copy is on file in the Town Clerk's office for public viewing.</i></p> <p>Motion by Councilman Martin, seconded by Councilman Bottoms, to approve the tax rate set at .63 cents per \$100 of valuation. Ayes: Councilmen Bottoms, Cardwell, Holland, and Martin. Nays: None. Motion carried unanimously.</p>
Public Comment Period and Citizen Concerns	<i>No one wished to speak.</i>
Approval of Minutes Agenda Meeting (05-04-17), Regular Meeting (05-08-2017)	<p>Motion by Councilman Cardwell, seconded by Councilman Bottoms, to approve the Minutes of May 4 and 8, 2017 as presented. Ayes: Councilmen Bottoms, Cardwell, Holland, and Martin Nays: None Motion carried unanimously.</p>
Old Business:	
Consideration of Request by Rockingham Community College to Make Building changes at Leased Facility	<i>Town Manager Michael Brandt stated he had responded to the request from RCC that the changes could be made if funded by the college. Previously the college had stated they would pay \$2,000 of the cost. Estimates for the work were between \$4,000 and \$5,000. Mr. Brandt has not heard back from the college.</i>
Discussion of Madison-Mayodan Recreation Commission	<p><i>Mayor Bullins stated that there are continuing discussions with the Town of Madison regarding the future of the Recreation Commission. Changes discussed included the member makeup of the commission changing to 8 instead of 6 with the board being comprised of the two town managers, two elected officials, and then two citizens from each municipality. There were also discussions among Council about the possibility of partnering with Town of Stoneville, Madison, Huntsville, the YMCA, and others that may be interested in a partnership.</i></p> <p><i>Councilman Holland stated he would like to see the Town of Mayodan handle recreation as a separate entity, and if Madison or Stoneville wanted to participate in a contract, he would be willing to pursue that. He stated the two towns had paid someone \$14,000 to conduct a study on the Recreation Department and the study stated that the current operation would not work the way it has been handled in the past. He reiterated he was not in favor of getting rid of the recreation department, but that he wants the department to be managed better and have the best recreation our citizens could have. He stated he understands a six-month notice has to be given to be able to be released from the contract. He would like to go on notice now as saying the Town of Mayodan will be breaking from the contract as of June 30, 2018. He feels this gives the Town Manager ample time to determine budgets and in what way the department will be managed. He is in agreement with fully funding this next fiscal year (2017-2018) with the changes that have been discussed to the contract.</i></p> <p><i>The changes that have been discussed would include funding the recreation department at \$158,503 for the 17-18 fiscal year, Madison to remove the maintenance of the parks or public property that is not used for recreation programs, begin charging the M-M Recreation Commission for water and sewer and for solid waste collection, determine if Mayodan will continue to allow the Recreation Commission to use Farris Memorial Park free or begin charging rental fees, expect to pay no more than \$60,000 salary for a new Recreation Director, modify the makeup of the commission members, and the new commission would hire the new director. Mayor Bullins stated that the Town of Madison had approved those changes at their June meeting.</i></p>

	<p>Motion by Councilman Bottoms, seconded by Councilman Martin, to approve these points of agreement with Madison and apply to the agreement and bring to a meeting later in the month to consider approval. Ayes: Councilmen Bottoms, Cardwell, Holland, Martin. Nays: None. Motion carried unanimously.</p>
Discussion of Former Washington Mill Site	<p>Mayor Bullins and Town Manager Michael Brandt reported on the mill site and environmental studies completed. Mr. Brandt stated the report from the engineering consultant showed less asbestos, lead, and universal waste than was originally thought. There are some hotspots remaining. This report will allow the Town to start a clean up project. However, a surplus resolution will need to be drafted for consideration that surpluses all property that remains at the site. Will have a resolution ready for the July meeting.</p>
New Business:	
Consideration to Create the Position of Public Works Assistant Director.	<p>Mr. Brandt stated he was not ready with information for this item and would like to have it tabled to the July meeting. Consensus was to table the item until such time as Mr. Brandt is prepared to address this request.</p>
Consideration of Approval of Annual Agreement between the Town of Mayodan and the NC Department of Commerce for Designation as a Small-Town Main Street Program Participant.	<p>Mayor Bullins asked Council to consider the annual agreement between the Town of Mayodan and the NC Department of Commerce for designation as a Small-Town Main Street Program participant, including a \$350 fee.</p> <p>Motion by Councilman Martin, seconded by Councilman Bottoms, to approve the agreement with NC Department of Commerce and the required \$350 fee for designation as Small-Town Main Street Program participant.. Ayes: Councilmen Bottoms, Cardwell, Holland, and Martin. Nays: None. Motion carried unanimously. **A copy of the agreement with the NC Department of Commerce is hereby by reference made a copy of these minutes, and a copy is on file in the Town Clerk's office for public viewing.</p>
Consideration of Budget Amendment #10 – Sewer Plant	<p>MOTION by Councilman Cardwell, seconded by Councilman Holland, to approve Budget Amendment #10 to the Sewer Plant budget in the amount as presented. Ayes: Councilmen Bottoms, Cardwell, Holland, and Martin. Nays: None. Motion carried unanimously. **Budget Amendment #10 is hereby reference made a part of these minutes and a copy is on file in the Town Clerk's office for public viewing and appears in the document attachment below.</p>
Manager	<p>Mr. Brandt reported to Council that the surplus property consisting of a truck bed, street signs, and rifles had been sold.</p> <p>Mr. Brandt stated that an application for a game room license had been placed. He indicated the background report for the applicant would be available for a decision at the continued meeting to be held later in June.</p> <p>Mr. Brandt went over finance officer budget amendments.</p>
Council/Mayor	
Adjournment:	<p>Motion by Councilman Bottoms, seconded by Councilman Cardwell, to recess the meeting to the James A. Collins Municipal Building Council Chambers on Tuesday, June 27th, at 10:00 a.m. Ayes: Councilmen Bottoms Cardwell, Holland, and Martin. Nays: None. Motion carried unanimously. Council recessed at 8:10 p.m.</p>

ATTEST:

Melessa K. Hopper, CMC
Town Clerk

Jeffrey G. Bullins, Mayor

ATTACHMENTS

TOWN OF MAYODAN OFFICE OF THE FINANCE DIRECTOR
210 W. MAIN STREET • MAYODAN, N.C. 27027 • (336) 427-0241
FAX (336) 427-7592

DATE: June 8, 2017
FROM: Randy Case, Finance Officer
TO: Mayodan Town Council

RE: Town Council Amendments to Line Item Budget for Fiscal Year 2016-2017

Town Council Budget Amendment #10: SEWER PLANT

The following action is requested to cover repairs at the sewer plant, and an increase in insurance coverage for the fiscal year.

Sewer Plant Expenditures

Repairs 30-822-1600 Increase \$18,000 to \$24,000.
Insurance & Blanket Bond 30-822-5400 Increase \$3400 to \$18,400.
Equipment Purchase 30-822-7401 Increase \$500 to \$4,500.

OFFSETTING ENTRIES

Fund Balance 30-397-0000 Increase \$18,000 to \$410,000.
Sludge Removal 30-822-1500 Decrease expense \$3400 to \$30,100.
Permit Fees 30-822-3400 Decrease expense \$500 to \$7,500.

June 12, 2017

TOWN OF MAYODAN
Finance Officer Budget Amendment #9
FISCAL YEAR 2016-2017

SANITATION DEPARTMENT

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Landfill Fees 10-580-2800	10,000.00	15,000.00	5,000.00	
Roll-out Trash Containers 10-580-3300	3,000.00	3,950.00	950.00	
OFFSETTING ENTRIES				
Sanitation Department Salaries 10-580-0200	12,100.00	7,100.00	-5,000.00	
Social Security 10-580-0500	950.00	0.00	-950.00	

TOWN OF MAYODAN
Finance Officer Budget Amendment #7
FISCAL YEAR 2016-2017

ADMINISTRATIVE DEPARTMENT

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Administrative Salaries 10-420-0200	81,600.00	86,000.00	5,000.00	
Service Agreements 10-420-3205	1,450.00	4,450.00	3,000.00	
Workers Compensation 10-420-5401	11,325.00	12,075.00	750.00	
Miscellaneous Expense 10-420-5700	4,500.00	9,000.00	4,500.00	
Property Purchase Interest 10-420-9120	0.00	1,200.00	1,200.00	
Main Street Program 10-420-9110	7,000.00	9,500.00	2,500.00	
OFFSETTING ENTRIES				
Auto Expense 10-420-3100	5,000.00	0.00	-5,000.00	
Software/Hardware Upgrade 10-420-3201	5,700.00	3,200.00	-2,500.00	
Contingency 10-420-5701	500.00	0.00	-500.00	
Insurance & Blanket Bond 10-420-5400	15,000.00	14,250.00	-750.00	
Purchase of Property 10-420-9108	120,000.00	115,500.00	-4,500.00	
Sturm, Ruger Incentives 10-420-7311	53,100.00	49,400.00	-3,700.00	

TOWN OF MAYODAN
Finance Officer Budget Amendment 10
FISCAL YEAR 2016-2017

FINANCE DEPARTMENT

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Travel, Schools, Training 10-440-1400	1,500.00	2,100.00	600.00	
Credit Card Transaction Fees 10-440-1500	1,500.00	1,700.00	200.00	
OFFSETTING ENTRIES				
Equipment Purchase 10-440-7404	2,000.00	1,400.00	-600.00	
Miscellaneous Expense 10-440-5700	250.00	50.00	-200.00	

TOWN OF MAYODAN
Finance Officer Budget Amendment #8
FISCAL YEAR 2016-2017

STREETS DEPARTMENT

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Tools/Other Supplies 10-560-3300	1,500.00	2,350.00	850.00	
Uniforms 10-560-3600	2,000.00	3,950.00	1,950.00	
OFFSETTING ENTRIES				
Curb & Gutter Replacement 10-560-1806	1,500.00	650.00	-850.00	
Gas & Oil 10-560-3100	7,000.00	6,450.00	-550.00	
Christmas Lights 10-560-1505	3,000.00	2,800.00	-200.00	
Street & Traffic Signs 10-560-2300	9,000.00	8,800.00	-200.00	
Equipment Purchase 10-560-7402	19,500.00	18,500.00	-1,000.00	

TOWN OF MAYODAN
Finance Officer Budget Amendment #13
FISCAL YEAR 2016-2017

POLICE DEPARTMENT

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Auto Maintenance 10-510-1700	12,000.00	16,000.00	4,000.00	
Animal Control 10-510-2500	5,000.00	7,000.00	2,000.00	
Computer Hardware 10-510-3204	0.00	2,100.00	2,100.00	
Equipment Repair 10-510-1600	3,000.00	4,000.00	1,000.00	
Duty Weapons 10-510-7404	0.00	8,200.00	8,200.00	
Miscellaneous Expense 10-510-5700	5,300.00	6,300.00	1,000.00	
OFFSETTING ENTRIES				
Gas & Oil 10-510-3100	23,000.00	19,000.00	-4,000.00	
Body Armor 10-510-7416	13,000.00	11,000.00	-2,000.00	
Equipment Purchase 10-510-7402	7,000.00	4,900.00	-2,100.00	
Schools, Training 10-510-1400	4,000.00	3,000.00	-1,000.00	
Fund Balance 10-397-0000	23,275.00	31,475.00	8,200.00	
Donations 10-335-0900	500.00	1,500.00	1,000.00	

TOWN OF MAYODAN
Finance Officer Budget Amendment #11
FISCAL YEAR 2016-2017

PUBLIC BUILDINGS

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Repairs 10-500-7201	1,000.00	4,500.00	3,500.00	
Land Management 10-500-1502	500.00	1,650.00	1,150.00	
OFFSETTING ENTRIES				
Janitorial Service/Supplies 10-500-1500	3,000.00	1,000.00	-2,000.00	
Utilities 10-500-1302	2,500.00	1,000.00	-1,500.00	
101 N. 10th Ave. Maintenance 10-500-3500	1,000.00	200.00	-800.00	
Public Building Capital 10-500-7458	6,000.00	5,650.00	-350.00	

TOWN OF MAYODAN
Finance Officer Budget Amendment #12
FISCAL YEAR 2016-2017

FARRIS MEMORIAL PARK

Account Name	Current Approved Expenditures 2016-2017	Expenditures Through June 30, 2017	Budget Change Requested	Date Approved
Part-time Salaries 10-620-0202	18,000.00	20,000.00	2,000.00	
Equipment Maintenance 10-620-1600	3,000.00	5,200.00	2,200.00	
Equipment Purchase 10-620-7400	21,350.00	22,100.00	750.00	
OFFSETTING ENTRIES				
Gas & Oil 10-620-3100	4,500.00	3,500.00	-1,000.00	
Park Maintenance 10-620-2100	14,000.00	13,000.00	-1,000.00	
Canteen Maintenance 10-620-1504	2,000.00	1,300.00	-700.00	
Gravel 10-620-7100	2,000.00	500.00	-1,500.00	
Miscellaneous Expense 10-620-5700	1,500.00	750.00	-750.00	