



Mayodan Town Council
CONTINUED Meeting MINUTES
 June 27, 2019 - 3:00 p.m.
 James A. Collins Municipal Building

Mayor and Council Present:	Mayor Jeff Bullins Lewis Bottoms James "Bud" Cardwell Chad Wall
Absent:	Darrell Allred David Holland
Staff Present:	Town Manager Melessa K. Hopper Huge Hodges, Finance Director
Others Present:	

The Mayodan Town Council met at 3:00 p.m., June 27, 2019, in the council room of the James A. Collins Municipal Building, and with a quorum present Mayor Bullins called the meeting back to order.

Business:	
<u>Budget Amendments:</u>	<p><i>Mayor Bullins asked the Town Manager and Finance Director to go over the finance officer budget amendment numbers 3-15 presented.</i></p> <p><i>Mr. Hodges and Ms. Hopper went over each department and the amendments made for year-end budget balancing.</i></p> <p><i>No action was required.</i></p> <p><i>**Finance Officer Budget Amendments 3-15 are hereby by reference made a part of these minutes and a copy is on file in the town clerk's office for public viewing and appear below in the document section of these minutes.</i></p>
Adjournment	<p><i>Motion</i> by Councilman Wall, seconded by Councilman Cardwell, to adjourn the meeting.</p> <p><i>Ayes: Council members Bottoms, Cardwell, and Wall.</i></p> <p><i>Nays: None.</i></p> <p><i>Motion carried unanimously.</i></p> <p><i>Council adjourned at 3:52 p.m.</i></p>

ATTEST:

 Elizabeth Barbery
 Town Clerk

 Jeffrey G. Bullins, Mayor

DOCUMENTS:

Finance Officer Budget Amendment #3

General Fund - Administrative

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Audit Contract	10-420-0401	\$ 14,500.00	\$ 11,762.50	\$ (2,700.00)	
Medical Insurance	10-420-0600	\$ 26,000.00	\$ 16,514.00	\$ (5,000.00)	
Software/Hardware Upgrades	10-420-3201	\$ 3,000.00	\$ 6,164.84	\$ 3,175.00	
Insurance & Blanket Bond	10-420-5400	\$ 13,000.00	\$ 14,857.14	\$ 1,857.00	
Workers Compensation	10-420-5401	\$ 10,100.00	\$ 15,798.90	\$ 7,730.00	
Miscellaneous Expense	10-420-5700	\$ 1,500.00	\$ 2,902.99	\$ 1,025.00	
Dan River Basin Association	10-420-7306	\$ -	\$ 425.00	\$ 425.00	
Sturm, Ruger Incentives	10-420-7311	\$ 85,352.00	\$ 72,688.22	\$ (11,912.00)	
Proposed Hotel Study	10-420-9118	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	
Above - Already Posted					
Telephone	10-420-1100	\$ 7,500.00	\$ 8,272.86	\$ 800.00	
Drug Testing	10-420-1200	\$ 500.00	\$ 684.00	\$ 184.00	
Utilities	10-420-1300	\$ 1,600.00	\$ 2,002.33	\$ 450.00	
Office Supplies	10-420-3200	\$ 1,600.00	\$ 1,897.88	\$ 300.00	
Software/Hardware Upgrades	10-420-3201	\$ 3,000.00	\$ 6,164.84	\$ 3,200.00	
Postage Supplies/Maintenance	10-420-3204	\$ 1,500.00	\$ 1,814.80	\$ 400.00	
Service Agreements	10-420-3205	\$ 4,500.00	\$ 5,800.68	\$ 1,400.00	
Insurance & Blanket Bond	10-420-5400	\$ 13,000.00	\$ 14,857.14	\$ 1,900.00	
Workers Compensation	10-420-5401	\$ 10,100.00	\$ 15,798.90	\$ 6,000.00	
Miscellaneous Expense	10-420-5700	\$ 1,500.00	\$ 2,902.99	\$ 1,450.00	
Dan River Basin Association	10-420-7306	\$ -	\$ 425.00	\$ 425.00	
Medical Insurance	10-420-0600	\$ 26,000.00	\$ 16,514.00	\$ (4,509.00)	
Sturm, Ruger Incentives	10-420-7311	\$ 85,352.00	\$ 72,688.22	\$ (12,000.00)	
Total		\$ 315,004.00	\$ 296,337.23	\$ -	

Finance Officer Budget Amendment #4

General Fund - Finance

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Medical Insurance	10-440-0600	\$ 12,100.00	\$ 13,743.68	\$ 1,700.00	
Office Supplies	10-440-3200	\$ 750.00	\$ 816.44	\$ 100.00	
Miscellaneous	10-440-5700	\$ 250.00	\$ 306.58	\$ 100.00	
Utilities	10-440-1300	\$ 1,500.00	\$ 1,996.20	\$ 600.00	
Employee Telephone Allowance	10-440-1200	\$ -	\$ 50.00	\$ 50.00	
Credit Card Transactions	10-440-1500	\$ 2,500.00	\$ 3,486.67	\$ 1,000.00	
Finance Salaries	10-440-0200	\$ 90,000.00	\$ 84,249.63	\$ (3,550.00)	
Total	-	\$ 107,100.00	\$ 104,649.20	\$ -	

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Finance Officer Budget Amendment #5

General Fund - Planning & Zoning

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved

Finance Officer Budget Amendment #6

General Fund - Public Buildings

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Playground Safety Zone	10-500-3400	\$ 2,000.00	\$ 2,500.00	\$ 500.00	
Public Building Capital Outlay	10-500-7458	\$ 3,000.00	\$ -	\$ (500.00)	

Finance Officer Budget Amendment #7

General Fund - Police Department

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Vision Insurance	10-510-0602	\$ 275.00	\$ 1,077.00	\$ 1,100.00	
Telephone	10-510-1100	\$ 6,500.00	\$ 9,765.21	\$ 4,800.00	
Building Improvement	10-510-1502	\$ 1,000.00	\$ 1,416.13	\$ 420.00	
Equipment Non Capital	10-510-7000	\$ 6,500.00	\$ 6,942.70	\$ 700.00	
Uniforms	10-510-3600	\$ 8,000.00	\$ 7,941.16	\$ 400.00	
Equipment Purchase	10-510-7402	\$ 2,500.00	\$ 6,793.45	\$ 4,300.00	
Body Armor	10-510-7416	\$ 1,600.00	\$ 1,844.66	\$ 250.00	
Police Vehicle	10-510-7408	\$ 35,000.00	\$ 71,901.32	\$ 37,500.00	
Schools & Training	10-510-1400	\$ 4,000.00	\$ 1,565.35	\$ (1,100.00)	
Vehicle Payment	10-510-9110	\$ 14,500.00	\$ 9,013.88	\$ (4,800.00)	
Firearms Training	10-510-1000	\$ 4,000.00	\$ 3,244.00	\$ (420.00)	
Animal Control	10-510-2500	\$ 7,000.00	\$ 3,584.08	\$ (700.00)	
Animal Control	10-510-2500	\$ 7,000.00	\$ 3,584.08	\$ (400.00)	
Fund Balance	10-397-0000	\$ -	\$ -	\$ (3,500.00)	
Vehicle Payment	10-510-9110	\$ 14,500.00	\$ 9,013.88	\$ (600.00)	
Firearms Training	10-510-1000	\$ 4,000.00	\$ 3,244.00	\$ (200.00)	
Animal Control	10-510-2500	\$ 7,000.00	\$ 3,584.08	\$ (250.00)	
Fund Balance	10-397-0000	\$ -	\$ -	\$ (35,000.00)	
Utilities	10-510-1300	\$ 8,500.00	\$ 5,952.76	\$ (1,500.00)	
Computer Software	10-510-3250	\$ 8,500.00	\$ 7,186.28	\$ (1,000.00)	
Totals		\$ 140,375.00	\$ 157,654.02	\$ -	

Police Officers' Retirement	10-510-0702	\$ 56,500.00	\$ 56,700.44	\$ 210.00	
401K	10-510-0703	\$ 33,250.00	\$ 33,353.04	\$ 110.00	
Computer Software and Maintenance	10-510-3250	\$ 7,500.00	\$ 7,564.10	\$ 70.00	
Medical Insurance	10-510-0600	\$ 158,400.00	\$ 157,291.93	\$ (390.00)	

Finance Officer Budget Amendment #8

General Fund - Fire Department

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Full Time/Part Time Positions	10-530-0202	12,000.00	13,182.00	1,200.00	
Firemen's Accident Insurance	10-530-0260	2,700.00	2,780.00	80.00	
Social Security	10-530-0500	5,000.00	5,211.49	220.00	
Behalf of Payments - Pension	10-530-0701	5,000.00	-	4,000.00	
Telephone	10-530-1100	3,000.00	4,701.71	1,800.00	
Drills & Fire Calls	10-530-2400	50,000.00	51,941.00	2,500.00	
Gas & Oil	10-530-3100	2,000.00	2,064.08	350.00	
Office Supplies	10-530-3200	800.00	806.74	10.00	
Turn Out Wear	10-530-3600	12,000.00	12,192.97	200.00	
Dues - NCF Association	10-530-5300	1,040.00	1,118.00	100.00	
Hose & Nozzle	10-530-3304	10,000.00	1,046.94	(8,900.00)	
Fire Conference	10-530-1400	1,000.00	-	(1,000.00)	
Schools	10-530-1401	4,000.00	2,706.21	(560.00)	

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Finance Officer Budget Amendment #9

General Fund - Street Department

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Utilities	10-560-1300	\$ 7,500.00	\$ 7,734.91	\$ 250.00	
Truck Maintenance	10-560-1700	\$ 8,467.00	\$ 14,940.70	\$ 6,500.00	
Uniforms	10-560-3600	\$ 5,250.00	\$ 7,796.26	\$ 2,600.00	
Miscellaneous Expense	10-560-5700	\$ 750.00	\$ 1,177.71	\$ 450.00	
Public Works Building and Group	10-560-7200	\$ 5,000.00	\$ 17,940.74	\$ 13,000.00	
Vehicle Purchase	10-560-7400	\$ 21,533.00	\$ 21,597.20	\$ 70.00	
Street Department Salaries	10-560-0200	\$ 50,500.00	\$ 34,243.88	\$ (16,300.00)	
Resurfacing	10-560-1802	\$ 20,000.00	\$ -	\$ (6,570.00)	
Street Department Salaries	10-560-0200	\$ 34,200.00	\$ 34,243.88	\$ 50.00	
Utilities	10-560-1300	\$ 7,750.00	\$ 8,103.00	\$ 600.00	
Street Lights	10-560-2400	\$ 28,500.00	\$ 28,703.35	\$ 400.00	
Public Works Building & Group	10-560-7200	\$ 1,800.00	\$ 18,818.75	\$ 1,000.00	
Equipment Purchase	10-560-7402	\$ 1,000.00	\$ 13,520.77	\$ 4,000.00	
Resurfacing	10-560-1802	\$ 13,430.00	\$ -	\$ (6,050.00)	

Finance Officer Budget Amendment #10

Water & Sewer Fund - Sanitation

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Medical Insurance	10-580-0600	\$ 3,600.00	\$ 4,134.80	\$ 550.00	
Gas & Oil	10-580-3100	\$ 500.00	\$ 2,273.30	\$ 2,400.00	
Recycling Fees	10-580-4202	\$ 4,200.00	\$ 7,461.90	\$ 10,800.00	
Landfill Fees	10-580-2800	\$ 12,000.00	\$ 6,384.34	\$ (5,000.00)	
Solid Waste Contract	10-580-4250	\$ 133,000.00	\$ 106,569.30	\$ (8,750.00)	

Finance Officer Budget Amendment #11

General Fund - Farris Memorial Park

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Farris Park Salaries	10-620-0200	\$ 78,000.00	\$ 86,351.50	\$ 8,360.00	
Part-Time Salaries	10-620-0202	\$ 19,500.00	\$ 22,438.62	\$ 2,940.00	
401-K	10-620-0701	\$ 3,800.00	\$ 4,317.67	\$ 520.00	
Telephone	10-620-1100	\$ 2,400.00	\$ 2,544.76	\$ 150.00	
Social Security	10-620-0500	\$ 7,400.00	\$ 7,774.94	\$ 380.00	
Retirement	10-620-0700	\$ 5,600.00	\$ 6,847.45	\$ 1,250.00	
Gas & Oil	10-620-3100	\$ 3,500.00	\$ 4,525.93	\$ 1,600.00	
Departmental Supplies	10-620-3300	\$ 300.00	\$ 563.92	\$ 265.00	
Youth Soccer League	10-620-3403	\$ -	\$ 143.99	\$ 145.00	
Mountain Bike Trail	10-620-2700	\$ 37,760.00	\$ 8,527.00	\$ (15,610.00)	

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Finance Officer Budget Amendment #12

Water & Sewer Fund - Water Plant

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Telephone	30-812-1100	\$ 2,000.00	\$ 2,118.54	\$ 200.00	
Employee Telephone Allowance	30-812-1200	\$ 520.00	\$ 680.00	\$ 200.00	
Pump Station/2 MG Tank	30-812-1306	\$ 7,500.00	\$ 11,497.82	\$ 4,000.00	
Schools/Travel	30-812-1400	\$ 3,000.00	\$ 5,089.47	\$ 2,100.00	
Instrumentation Service Center	30-812-1602	\$ 7,000.00	\$ 7,518.93	\$ 600.00	
Gas & Oil - Water Plant	30-812-3100	\$ 1,000.00	\$ 1,651.59	\$ 700.00	
Computer Supplies	30-812-3204	\$ 500.00	\$ 1,345.32	\$ 900.00	
Postage Supplies	30-812-3207	\$ 4,000.00	\$ 4,963.13	\$ 1,000.00	
Supplies & Chemicals	30-812-3300	\$ 59,000.00	\$ 65,573.37	\$ 7,200.00	
Departmental Supplies	30-812-3303	\$ 2,000.00	\$ 2,816.98	\$ 900.00	
State Testing	30-812-3400	\$ 6,500.00	\$ 7,627.89	\$ 1,200.00	
Uniforms	30-812-3600	\$ 1,500.00	\$ 2,810.26	\$ 1,400.00	
Equipment Purchase	30-812-7406	\$ 12,000.00	\$ 14,305.05	\$ 2,400.00	
Insurance Blanket Bond	30-812-5400	\$ 16,000.00	\$ 17,024.00	\$ 1,100.00	
Lab Instruments	30-812-7415	\$ 12,000.00	\$ 15,200.23	\$ 3,300.00	
Computer/Software	30-812-7409	\$ -	\$ 1,735.68	\$ 1,750.00	
Repairs	30-812-1600	\$ 70,000.00	\$ 48,373.40	\$ (16,000.00)	
Clean Well Repair	30-812-3409	\$ 67,000.00	\$ 50,721.00	\$ (12,950.00)	
Council Amendment					
Bulk Storage Capital Outlay	30-812-7410	\$ -	\$ 222,344.26		
Fund Balance	30-397-0000	\$ -		\$ (222,344.26)	

Finance Officer Budget Amendment #13

Water and Sewer Fund - Water Department

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Salaries	30-814-0200	\$ 171,250.00	\$ 176,561.92	\$ 5,400.00	
FICA	30-814-0500	\$ 13,000.00	\$ 11,578.86	\$ (1,225.00)	
Audit Contract	30-814-0401	\$ 16,000.00	\$ 11,762.50	\$ (4,000.00)	
Medical Insurance	30-814-0900	\$ 62,500.00	\$ 70,195.64	\$ 7,700.00	
Employee Telephone Allowance	30-814-1200	\$ 775.00	\$ 1,010.00	\$ 250.00	
Pump Station/2 MG Tank	30-814-1306	\$ -	\$ 1,005.24	\$ 1,200.00	
Uniforms	30-814-3600	\$ 4,000.00	\$ 6,193.99	\$ 2,200.00	
Insurance Blanket & Bond	30-814-5400	\$ -	\$ 7,219.27	\$ 7,225.00	
Rockingham County Water Line Highway 1	30-814-1610	\$ 4,000.00	\$ 4,542.04	\$ 550.00	
Workorder System	30-814-1625	\$ 4,500.00	\$ 13,183.00	\$ 8,700.00	
Economic Development	30-814-9108	\$ -	\$ 1,000.00	\$ 1,000.00	
Meters, Pipes, Fillings	30-814-3301	\$ 66,000.00	\$ 35,754.23	\$ (29,000.00)	

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Finance Officer Budget Amendment #14

General Fund - Sewer Department

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Salaries - Sewer Department	30-822-0200	\$ 145,250.00	\$ 149,817.43	\$ 4,600.00	
Attorney Fees	30-822-0402	\$ 6,000.00	\$ 1,497.50	\$ (4,502.50)	
Social Security	30-822-0500	\$ 11,500.00	\$ 11,746.18	\$ 246.18	
Dental Insurance	30-822-0601	\$ 1,450.00	\$ 1,298.00	\$ (152.00)	
410-K	30-822-0701	\$ 7,500.00	\$ 8,214.40	\$ 714.40	
Retirement	30-822-0700	\$ 11,750.00	\$ 13,027.35	\$ 1,277.35	
Utilities - Pump Station	30-822-1302	\$ 12,500.00	\$ 9,292.69	\$ (3,207.31)	
Schools & Training	30-822-1400	\$ 1,500.00	\$ 461.59	\$ (1,038.41)	
Line Repair/Maintenance	30-822-1604	\$ 21,000.00	\$ 47,169.11	\$ 26,169.11	
Equipment Maintenance	30-822-1602	\$ 23,000.00	\$ 13,481.70	\$ (12,168.30)	
Computer Maintenance	30-822-1605	\$ 1,000.00	\$ 700.00	\$ (300.00)	
Contingency	30-822-2900	\$ 1,000.00	\$ -	\$ (1,000.00)	
Gas & Oil	30-822-3100	\$ 4,500.00	\$ 3,249.34	\$ (1,250.66)	
Computer Supplies	30-822-3200	\$ 1,000.00	\$ 642.43	\$ (357.57)	
Departmental Supplies	30-822-3300	\$ 8,000.00	\$ 5,465.99	\$ (2,534.01)	
Uniforms - Sewer Department	30-822-3600	\$ 3,500.00	\$ 3,106.15	\$ (292.26)	
Miscellaneous - Sewer Department	30-822-5702	\$ 1,200.00	\$ 1,177.64	\$ 25.00	
Public Works Facilities	30-822-7300	\$ 12,500.00	\$ 11,174.70	\$ (1,325.30)	
Safety Equipment	30-822-7400	\$ 3,000.00	\$ 3,096.28	\$ 96.28	
Equipment Purchase	30-822-7402	\$ 5,000.00	\$ -	\$ (5,000.00)	

Finance Officer Budget Amendment #15

General Fund - Sewer Plant

Account Name	Account Number	Current Approved Expenditures 2018-2019	Expenditures Through June 30, 2019	Budget Change Requested	Date Approved
Utilities	30-824-1300	\$ 74,500.00	\$ 80,004.88	\$ 5,550.00	
Building Maintenance	30-824-1608	\$ 750.00	\$ 790.09	\$ 50.00	
Lab Analysis	30-824-3301	\$ 8,000.00	\$ 8,527.38	\$ 550.00	
Permit Fees	30-824-3400	\$ 6,000.00	\$ 6,160.00	\$ 200.00	
Equipment Purchase - Non-Capital	30-824-5702	\$ -	\$ 918.16	\$ 950.00	
Equipment Purchase	30-824-7401	\$ -	\$ 13,879.00	\$ 13,900.00	
Sludge Removal	30-824-1500	\$ 60,000.00	\$ -	\$ (21,200.00)	

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