

## **SPECIAL MEETING HELD MAY 18, 2010**

A meeting of the City Council of the City of Clinton, North Carolina, continued from May 5, 2010, was reconvened at 7:00 PM on May 18, 2010 in the City Hall Auditorium. Mayor Starling presided. Councilmembers Becton, Harris, Strickland, Turlington, and Stefanovich were present. The city clerk, city manager, assistant city manager, finance director, fire chief, parks and recreation director, planning and zoning director, police chief, human resource manager, and public works director were present. Also present were Chris Berendt, Sampson Independent, and Intern Michael James.

Councilmember Marcus O. Becton gave the invocation.

### **BUDGET**

City Manager Connet distributed a handout concerning the FY 2010-2011 Budget. He stated that he created the budget with the aim of not spending any fund balance. He stated that thus far, sales tax has fallen short approximately \$200,000 and the City is awaiting two distributions from franchise taxes. He stated that we were set back by street paving because we paid this expense out of this current year's budget, rather than, last year's budget.

City Manager Connet informed City Council of the **proposed personnel highlights** as it relates to the FY 2010-2011 Budget:

- No new positions
- Elimination of three (3) positions: Police Officer, Recreation Athletic Assistant, and Building Maintenance Worker
- No raises
- Suspended City's 401K contribution
- Increased City's contribution to Local Gov't Retirement System
- Implemented pay and classification study for labor and trade classes
- Insurance funded at 5% increase

City Manager Connet informed City Council of the **proposed capital outlay highlights** as it relates to the FY 2010-2011 Budget:

- Community theatre repairs
- Leaf vacuum
- Small pickup truck (Cemetery)
- 3 police vehicles
- Royal Lane Park improvements (pool upgrades, playground equipment)

Mayor Starling questioned equipment for Newkirk Park. Parks and Recreation Director Nicholson stated that equipment has been purchased for Newkirk Park. She stated that paving has been performed on the court, basketball goals have been repainted, and the large metal slide will be removed.

Mayor Starling directed City Manager Connet to look at the building located at Newkirk Park to determine if repairs need to be done on the exterior. Councilmember Becton asked if the equipment will be replacement or additional equipment and Nicholson stated it will be additional equipment.

City Manager Connet stated the following:

Mayor and City Council -- proposed budget is \$137,561; last year, it was \$138,840.

Administration -- proposed budget is \$331,260; last year, it was \$332,350.

Finance – proposed budget is \$387,700; last year, it was \$358,670. City Manager Connet stated that the increase in Finance’s budget is due to the proposal of two new individuals. One of the new personnel will work with Betty Brewer as the new finance director; the other person will work with Pam Strickland in the Payroll Department. Councilmember Stefanovich questioned the length of time for cross-training. It was determined that the length of time to cross-train was reasonable.

Planning and Zoning – proposed budget is \$327,242; last year, it was \$333,527.

Police – proposed budget is \$2,192,012; last year, it was \$2,229,997. City Manager Connet stated that the Police Department will be receiving a \$10,000 grant which is not included in the proposed budget amount. He stated that the Police Department will purchase three (3) new Impalas.

Fire -- proposed budget is \$1,040,634; last year, it was \$1,064,160. City Manager Connet stated that the Fire Department is working on some grants.

Building Maintenance – proposed budget is \$24,371; last year, it was \$48,492. City Manager Connet stated that the decrease is due to an employee, James Goodman retiring in the month of August.

Street – proposed budget is \$993,035; last year, it was \$1,301,060. City Manager Connet stated that no paving will take place during this upcoming fiscal year; however, the City will continue its paving during the FY 2011-2012.

Garage/Shop – proposed budget is \$208,934; last year, it was \$234,411.

Recreation – proposed budget is \$1,015,551; last year, it was \$1,131,840. City Manager Connet stated that one full-time position will be eliminated for this FY 2010-2011. He made mention that a building was built in the Recreation Department this year.

Cemetery – proposed budget is \$323,587; last year, it was \$353,031. City Manager Connet stated that included in this budget is money for two (2) vehicle replacement. Councilmember Strickland questioned if two vehicles needed to be replaced and the response was, “yes.” It was stated that these vehicles are for the Cemetery – Grounds Department. It was further stated that these vehicles are used for work outside the cemetery tasks/activities.

Non-Departmental – proposed budget is \$546,972; last year, it was \$744,729. City Manager Connet stated that this budget is down due to a reduced Storm Drainage Fund, airport professional services, architectural fees, appraisals, etc.

City Manager reviewed the proposed fee changes with City Council. He stated four (4) options for the City to perform recycling services:

**Option 1** – Purchase a dedicated recycling truck and hire one new employee, use an existing equipment operation, using our existing 18-gallon bins –monthly cost \$3.36

**Option 2** -- Automated curbside collection using SN-59 initially, but purchase 3,200 64-gallon rollouts. No need to hire an employee, but purchase rollouts (\$200,000+) –monthly cost \$3.23

**Option 3** – Curbside using contractor, based on bids – approximately monthly cost \$3.00

**Option 4** – Recycling drop off with enclosed container. Cost is \$100.00 to rent container, pull charge is \$185.00

City Manager Connet recommended Option 4 for the City's recycling services. City Manager Connet briefed City Council on what other communities are doing as it relates to recycling:

- Benson has a drop off center at one location
- Dunn has a \$3.05 month curbside collection
- Elizabethtown has a drop off center at one location
- Fayetteville has curbside collection paid through tax bills
- Nashville has a \$3.88 month curbside collection

City Manager stated that the Recreation Advisory Board is recommending that non-resident football registration fees increase from \$25.00 to \$30.00. Nicholson stated that the reason for this increase is that football is enormous, as compared, to other sports. It was stated that the Advisory Board also recommends a late registration fee of \$5.00. Nicholson stated that new fees include: water acclimation - \$5.00 per person/session; advance beginners swimming lessons - \$30.00 and \$35.00 (one week), and getting to know H2O - \$2.00 per person/session.

Mayor and City Council want it understood that they want no child turned away from participating in any of the Clinton Recreation sports. City Manager Connet asked if City Council had a concern regarding the swimming lesson fees.

Upon a motion made by Councilmember Becton, seconded by Councilmember Stefanovich, it passed unanimously to implement the swimming lesson fees immediately.

City Manager briefed City Council on the proposed Water and Sewer Fund budget. The total budget is \$4,424,223; last year, it was \$4,620,394. Wastewater Treatment Plant proposed budget is \$1,397,233; last year, it was \$1,491,895. Water Production proposed budget is \$653,763; last year, it was \$583,176.

Public Works Director Chris Doherty informed City Council of the following proposed rates and fees for Fiscal Year 2010-2011:

<u>Water Rates</u>	<u>Current</u>	<u>Proposed</u>
Based Rate (300 cu. ft.)	\$11.85	\$12.00
Consumption Rate	1.75	1.80
<u>Sewer Rates</u>	<u>Current</u>	<u>Proposed</u>
Based Rate (flat)	\$12.35	\$12.50
Consumption	1.73	1.75

Doherty recommends no changes in tap, meter set, miscellaneous utility, and cemetery fees. He continued with his presentation using “rates dashboards.” Rates dashboards are designed to assist utility manager and local officials analyze residential water and wastewater rates against multiple characteristics, including utility finances, system characteristics, customer base socioeconomic conditions, geography and history. These rates dashboards were created by the Environment Finance Center of the University of North Carolina, School of Government.

Doherty informed Council that he performed a regional comparison of Benson, Clinton, Dunn, Fayetteville, Elizabethtown, Kinston, Newton Grove, Nashville, Sampson County, and Spring Lake concerning water, sewer, and garbage. Clinton is in line with the surrounding counties.

Councilmember Stefanovich questioned raising property tax. Mayor Starling stated that in his opinion, this would not be a great idea at this time. Also, Mayor Starling reiterated that the Water and Sewer Fund is used for water and sewer only.

City Manager concluded by stating that the abovementioned proposals make up the proposed FY 2010-2011 Budget. Also, he stated that unless City Council desires, he sees no reason to meet on Wednesday, May 26, 2010 at 7:00 PM.

Mayor Starling stated that these proposals would be voted on at the June 1, 2010, city council meeting.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Becton, and unanimously passed, a public hearing on the FY 2010-2011 Budget was called for June 1, 2010 at 7:00 PM.

City Manager Connet spoke regarding the approval of City Hall renovation, expansion project bid, and a project ordinance. He stated that over the last

twelve months, we have been working on a small renovation and expansion project that will improve the accessibility and efficiency of City Hall. He stated that bids were received on April 1, 2010 with Diamond Contracting, Inc., being the low bidder with a base bid of \$188,844 and alternate bids of (1) \$135,226 and (2) \$191,326. He further stated that he recommend awarding the bid to Diamond Contracting, Inc. for the base project and alternate (2) totaling \$373,170.

City Manager Connet asked City Council to approve a project ordinance totaling \$500,000 to move forward with this project. The ordinance includes the construction cost, contingency, architectural and engineering fees, and \$12,000 for computer wiring and relocation computer equipment by Interstar Communications. He stated that this project will be financed through BB&T at a 3.88% interest rate for ten (10) years. City Manager further stated that annual payments will be approximately \$66,000 and will be split between the General Fund (\$44,000) and Water and Sewer Fund (\$22,000). He stated that the first payment will be made during the 2011-2012 Fiscal Year. He stated that these renovations will result in City Hall being handicap accessible. City Manager Connet concluded his comments and recommendation.

City Council gave their comments and concerns. Although all councilmembers were in agreement that City Hall needs improvement, all did not vote in favor of the renovation, expansion project bid, and project ordinance.

Upon a motion made by Mayor Pro Tem Harris, seconded by Councilmember Becton, it passed with a 4 to 1 vote to approve the City Hall renovation, expansion project bid, and project ordinance. Councilmember Stefanovich voted against the approval. Councilmember Stefanovich stated that he felt uneasy concerning voting in favor of this request, because positions were being eliminated and 401k contributions being suspended.

Mayor Starling recognized Municipal Clerks Week being in the month of May and Clinton City Clerk Elaine F. Hunt. The following proclamation was presented to Mayor and City Council:

*Proclamation  
Municipal Clerks Week  
May 2 through May 8, 2010*

**WHEREAS**, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

**WHEREAS**, the Office of the Municipal Clerk is the oldest among public servants; and

**WHEREAS**, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

**WHEREAS**, municipal clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

**WHEREAS**, the municipal clerk serves as the information center on functions of local government and community; and

**WHEREAS**, municipal clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and

**WHEREAS**, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

**NOW, THEREFORE**, I, LEW STARLING, Mayor of the City of Clinton, do recognize the week of May 2 through May 8, 2010, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Elaine F. Hunt, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Upon a motion made by Councilmember Stefanovich, seconded by Councilmember Becton, and unanimously passed, the meeting was adjourned until the regular city council meeting, June 1, 2010 at 7:00 PM.

**(Time: 8:38 PM)**

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Elaine F. Hunt, City Clerk

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Luther D. Starling, Mayor