

TOWN OF JAMESVILLE

Budget Workshop – 5/13/2021 MINUTES

The following is an account of the minutes taken at the Budget Workshop held on May 13, 2021 at 5:00pm at the Jamesville Town Hall Meeting Room 1211 Water Street, Jamesville, North Carolina.

Attendees

- Dennis Anton - Mayor
- Willis Williams - Mayor Protem
- Rachel Craddock – Commissioner
- Carolyn Martin – Commissioner
- Mary Allen - Commissioner
- Larris Tolson - Commissioner

Minutes recorder: Kimberly Cockrell

Mayor Dennis Anton opened the meeting.

Mayor Protem Willis Williams requested to add Operator in Charge and Job Vacancy. Commissioner Carolyn Martin moved to approve the agenda with requested additions. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Mayor Protem Willis Williams stated that due to the employee termination in the prior meeting the town needs to discuss appointment of the Operator in Charge of the Water and Wastewater facilities for the town. Employee Samuel Lilley has all of the state certifications that is required by NC.

Mayor Protem Willis Williams continued by stating that the board needs to make an appointment of a Wastewater Backup operator also. He feels that the town board needs to move forward with advertising the position with a deadline for applications.

Commissioner Carolyn Martin stated that the town could use the job advertisement that was published with the prior opening. The board took discussion.

Mayor Protem Willis Williams made a motion to appoint Samuel Lilley as the Operator in Charge for the Water and Operator in Charge for Wastewater and to appoint Eric Martin as Backup Wastewater operator. Commissioner Rachel Craddock seconded. Motion unanimously passes. 5 Ayes – 0 Nays.

The board took discussion of the job application process. Commissioner Larris Tolson moved to advertise the job opening in the Enterprise on May 20th and May 27th with the application deadline of June 3, 2021 at 3:00pm; and to have a Special Meeting on June 7, 2021 @ 7:00pm to review the applications received. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Continued discussion of the following items to be included in the GF & W/S Budget:

- 11% Merit in Administration and 6% COLA increase.
- The 2021 Real Property Tax Budget was calculated by taking the real property valuation of \$15,438,987 with an estimated collection rate of 85%. The 2021 Motor Vehicle Tax Budget was calculated by taking the motor vehicle valuation of \$3,381,751 with an estimated collection rate of 95%.
- Increase: 1.2% Retirement Expense; 5% Audit Fees; Attorney Fees; 10% Property/Liability Insurance

- The proposal of increasing the Water and Sewer rates by 10% was presented to the board. The new water plant loan payments are projected to be higher than expected due to the contractor bids exceeding the project cost by \$1,000,000.00.
- Appropriated Fund Balance included allocating \$4000 for the Herring Festival and \$3500 for the Powell Bill.

Kimberly Cockrell asked the board for approval to combine all salaries in one line item for budgeting purposes. There are many different job titles and would be broken down for the board during the budget planning. Commissioner Willis Williams moved to approve to combine salaries into one line item for the two different operating funds. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Commissioner Mary Allen moved to adjourn the meeting at 6:16pm. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Respectfully submitted by Kimberly Cockrell