



TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN – RECESS MEETING MINUTES
June 11, 2018 • 3:00 P.M.

Board Members Present: Mayor Bill Feather, Mayor Pro Tem Jim LaFevers, Alderman Jim Costantino, Alderman Kim Cress. Alderman John Linker arrived at 3:12 PM.

Staff: ~~Ms. Tanya Word – Town Clerk,~~ Phil Conrad – Town Manager, Mr. Mark Cook – Police Chief, Mr. Jason Hord – Maintenance Manager, Ms. Shelly Shockley – Finance Analyst / Event Planner, Dale Brown – Fire Chief, Steve Blount – Town Planner

Visitor(s): Mark Wineka

Call to Order: Mayor Feather called the meeting to order and requested a motion to come out of recess.

ACTION: Alderman Costantino made a motion at 3:00 P.M. to come out of recess from June 6, 2018. Mayor Pro Tem LaFevers seconded the motion. The motion passed with all in favor.

Approval of the Agenda:

ACTION: Mayor Pro Tem LaFevers made a motion to approve the agenda as presented. Alderman Costantino seconded the motion. The motion passed with all in favor.

Town Manager Update

Mr. Conrad reported that he met with Norman Ribelin. The last survey was done in 2004 for the property where the Town currently has leaf and limb storage. Mr. Ribelin suggested that the Town market that property in whole rather than subdividing up front. This would potentially save on the cost of the survey. Mr. Conrad has also reached out to a real estate broker, Kay Dover, and should hear back from her soon. Mr. Conrad sought direction from the Board on whether they wanted to entertain selling the property in whole.

Mayor Feather asked whether he was suggesting any restrictions on use of the property. Mr. Conrad replied that he would expect any potential buyer to submit a proposal for review by the Board. There had been previous inquiries from adjoining property owners. Mayor Pro Tem LaFevers asked if the Town really wanted to put restrictions on the property or primarily wanted

to see it [sold](#). Mayor Feather suggested that if there would not be additional restrictions, the Town should assess the amount of money invested in the property before selling. Mr. Conrad suggested getting an assessment of the property value.

The property currently has a tax value of approximately \$70,000. Mayor Feather stated that the Town had approximately \$55,000 invested in the property and asked for further evaluation before the property is listed. Alderman Cress stated that he was against selling it as one property. There are two sections that are zoned differently even though they were never completely subdivided. The plan for the property needs to be identified before subdividing to ensure that the remaining property meets the needs of the project.

FY 2018-19 Budget Planning Session:

Mr. Conrad started discussion on the budget plan starting with total revenue and followed by a review of every revenue line in the budget. The Board had no questions related to the revenue portion of the budget.

The departmental expenses were reviewed, beginning with Board expense. Alderman Cress asked why the Mayor and Aldermen's salaries were combined into one line. Ms. Shockley explained that the reason is that all Board salaries are part-time, and there is only one account code for part-time salaries in each department. The account codes changed on July 1, 2017 to the recommended account codes from the NC Treasurer's recommendation.

Administration expense was reviewed without further questions from the Board. Recommendations for salary lines in all departments reflect a recommended 2.13% salary increase that will be merit based. Planning was itemized separately from Administration, which is a change for 2018-2019.

Police Department expense was reviewed, including the expected purchase of a new vehicle during the year.

Fire Department expense was reviewed including adjustment to add 4 hours of overtime pay for full-time firefighters. The Fire Department had funds remaining for a truck and air packs that they would like to roll into the next fiscal year.

Maintenance expenses were reviewed including an increase to salaries for an additional part-time person and decreases to both Supplies & Equipment and Contracted Services. One change was the move of salary and related expenses from Parks into Maintenance.

The utility expenses were reviewed, noting that Waste Management had just increased the garbage collection cost by 3%. All American increased the recycling fee last year, which is also reflected in the budget. Alderman Cress asked what the remaining term was with Waste Management. Mr. Conrad replied that it was a 3-year contract, and the Town was moving into the third year of the contract.

Mr. Conrad reviewed the summary of all departments combined and the Special Project revenue and expense lines. Also reviewed were additional Board projects; which included Sidewalks, Visionary Projects, Code Enforcement, Comprehensive Plan, and additional staffing for the Maintenance Department.

Mr. Conrad recommended that the additional \$75,000 for Fire Department staff be pulled from the fund balance and the part-time salary increase for the Fire Department be collected from a tax increase of 5.4 cents. Alderman Linker wanted to review the salaries for Administration. Mr. Conrad explained that the salary line increased for full-time and the contracted services and part-time were reduced due to staffing changes bringing Planning back in house. Benchmark was no longer able to provide those services and Steve Blount was hired to fill that need. The Board discussed the potential for a tax increase. The Board expressed reservations about a tax increase of this amount and agreed to meet again before a decision is made.

Scheduled Meeting:

The next Budget Meeting was scheduled for June 20, 2018 at 3:00 PM pursuant to N.C. General Statute Section 160A-71 for review of the 2018-2019 Budget.

Recess:

Mayor Pro Tem LaFevers made a motion at 4:01 P.M. to recess the meeting until June 20 at 3:00 PM. Alderman Cress seconded the motion. The motion passed with all in favor.

Respectfully Submitted,

Scott Stewart

Deputy Clerk