



**Minutes**  
**Town of Chadbourn, North Carolina**  
**Chadbourn Council Regular Meeting**

**June 2, 2015**

The Regular Council Meeting of the Chadbourn Town Council was held Tuesday, June 2, 2015 at 7:00 p.m., in the Council Meeting Room.

**Members Present:** Mayor Donald Ray Bass; Councilmembers: Brian Edwards, Edwin Roberts, David Worley and James Green.

**Members Absent:** Rashad Roberts

**Others Present:** Robert Jones, Town Manager; Patricia Garrell, Town Clerk; Steven Price, Public Works Director; Scott Rockwell, Interim Chief of Police; and Harold Pope, Town Attorney.

**CALL TO ORDER AND ROLL CALL**

Mayor Bass called the meeting to order at 7:00 p.m. Patricia Garrell Town Clerk took roll call.

**INVOCATION**

Councilmember Green led the assembly in prayer.

**PLEDGE OF ALLEGIANCE**

Mayor Bass led the assembly in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Bass asked Council to make a motion to approve the agenda with the removal of Mr. Raymond Jett, Jr. from the Planning Board Applications to be approved.

Motion by: Edwards

Motion Seconded by: Worley

Votes: Ayes - 4

Nays - 0

Abstained - 0

**APPROVED**

**APPROVAL OF MINUTES OF TOWN COUNCIL MEETINGS**

1. May 05, 2015 Regular Council Meeting

Mayor Bass asked Council to make a motion to approve the minutes listed above.

Motion by: Worley  
Motion Seconded by: Edwards  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

*APPROVED*

#### COMMENTS FROM THE MAYOR AND ANNOUNCEMENTS

Mayor Bass announced the following announcements from Town Manager Jones as written on the Town Council Agenda:

- There will not be a Council Meeting in July 2015; the next scheduled meeting will be August 4, 2015 at 7:00 p.m.
- There will be a Chadbourn Community Night out on Friday, June 5, 2015 from 6 p.m. to 9 p.m.
- *If any Department Heads have any announcements or comments, please report them to Council.*

Mayor Bass closed the Announcements.

#### PUBLIC COMMENTS AND CITIZEN REQUEST

*Anyone seeking to speak under Public Comments must complete a comment card and submit it to the Town Clerk prior to the start of the Town Council Meeting. When you come up to speak, you will need to state your name, address, what organization that you represent and your topic of concern.*

Mayor Bass opened the floor for Public Comments from the comment cards he received.

Vivian Ellis, Chadbourn, NC

- Ms. Ellis has concerns about people standing around on property around her house.

Rickey Soles, Chadbourn, NC

- Mr. Soles has concerns about the new policy about living within 10 miles of Chadbourn if you're a police officer.

Charles McArthur, Chadbourn, NC

- Mr. McArthur stated that he wanted to comment on the Police Department about the good job they were doing. He stated that this is the first time since he has owned a business in Chadbourn that an officer would go by his business in the morning and check to see if everyone was ok. Mr. McArthur stated that is what Officer Cain does when he is working.

Mayor Bass closed the Public Comments.

#### PUBLIC HEARING

##### 1. Public Hearing for the Bladen/Columbus Regional Hazard Mitigation Plan.

Mayor Bass opened the floor for public comments on the Bladen/Columbus Regional Hazard Mitigation Plan at 7:10 p.m.

Doris Dees, Chadbourn, NC

- Asked what the Hazard Mitigation Plan was.

Mr. Jones stated that it was a plan that has to be adopted by the town in order to receive FEMA funds.

*Mayor Bass closed the floor for public comments on the Bladen/Columbus Regional Hazard Mitigation Plan at 7:11 p.m.*

**2. Public Hearing for the Proposed Fiscal Year 2015 – 2016 Budget.**

Mayor Bass opened the floor for public comments on the Proposed Fiscal Year 2015 – 2016 Budget at 7:12 p.m.

No Public Comments.

*Mayor Bass closed the floor for public comments on the Proposed Fiscal Year 2015 – 2016 Budget at 7:13 p.m.*

**CONSENT AGENDA**

**1. Approval of Budget Amendment 15/16-15 to move funds in order to balance the Fiscal Year 2014- 2015 budget (see below).**

	<b>General Fund Expense</b>
Professional Services	Acct # 10-4100-0400 <u>increase</u> by \$ 11,000
Travel and Training Elected Officers	Acct # 10-4100-1400 <u>increase</u> by \$ 500
Utility-Power/Lights	Acct # 10-4300-1300 <u>increase</u> by \$ 2,800
Utility-Power/Lights	Acct # 10-4200-1300 <u>increase</u> by \$ 1,400
Signs	Acct # 10-5600-3301 <u>increase</u> by \$ 500
Taxes, (current)	Acct # 10-3010-0100 <u>increase</u> by \$ 2,800
Taxes, (prior)	Acct # 10-3010-0200 <u>increase</u> by \$ 13,400

	<b>Water/Sewer Fund Expense</b>
Fees & Permits	Acct # 30-8290-4501 <u>increase</u> by \$ 1,890
Dues, Subscriptions/Fees	Acct # 30-8290-5300 <u>increase</u> by \$ 1,230
Professional Services (pay LLC)	Acct # 30-8290-0400 <u>increase</u> by \$ 10,300
Fund Balance Contingency	Acct # 30-3990-0100 <u>decrease</u> by \$ 13,420

Professional Services (pay LLC)	Acct # 30-8220-0400 <u>increase</u> by \$ 8,200
Sludge Disposal (WWTP)	Acct # 30-8220-4500 <u>decrease</u> by \$ 5,355
School and Training	Acct # 30-8220-1000 <u>decrease</u> by \$ 1,127
Insurance & Bonds	Acct # 30-8220-5400 <u>decrease</u> by \$ 1,352
Telephone	Acct # 30-8220-1101 <u>decrease</u> by \$ 366

**END OF BUDGET AMENDMENT 15/16-15**

Motion by: Edwards  
Motion Seconded by: Worley  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

**APPROVED**

**2. Approval of the Bladen/Columbus Regional Hazard Mitigation Plan.**

Motion by: Edwards  
Motion Seconded by: Worley  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

**APPROVED**

## ACTION AGENDA

1. Approval of the Fiscal Year 2015-2016 Budget Ordinance. Town Manager Bob Jones is requesting that Town Council approve the Fiscal Year 2015-2016 Budget Ordinance.

### BUDGET ORDINANCE TOWN OF CHADBOURN

BE IT ORDAINED by the Town Council of the Town of Chadbourn, North Carolina, meeting in regular session this 2<sup>nd</sup> day of June 2015 that the following fund revenues and departmental expenditures, together with certain restrictions and authorizations, are adopted.

#### SECTION 1. GENERAL FUND

- A. Revenue Anticipated. It is estimated that the following revenues will be available during the Fiscal Year beginning July 1, 2015, and ending June 30, 2016, to meet the authorized appropriations, according to the following schedule.

##### Source

Current Year Taxes	\$ 392,372.00
2014 Property Tax	\$ 25,000.00
2013 Property Tax	\$ 7,330.00
2012 Property Tax	\$ 3,000.00
2011 Property Tax	\$ 3,000.00
2010 Property Tax	\$ 2,000.00
2009 - 2006 Property Tax	\$ 1,000.00
Taxes, Ad. Val. (Current Vehicle)	\$ 57,500.00
Tax Penalties	\$ 3,500.00
Admin Services W/S (from w/s)	\$ 20,000.00
Admin Fees (copies/fax charges)	\$ 100.00
Columbus County WIC	\$ 2,400.00
Columbus County Dept of Aging	\$ 2,400.00
Interest on Investments	\$ 60.00
Miscellaneous Revenues	\$ 500.00
Return Check Fee	\$ 500.00
Labor/Equipment Charge	\$ 100.00
Surplus Property Sale	\$ 1,200.00
Franchise Tax (Utilities)	\$ 102,500.00
Solid Waste Disposal Tax	\$ 1,000.00
Beer & Wine Tax	\$ 8,000.00
Local Option Sales - 1%	\$ 116,000.00
Local Option Sales-1/2% add	\$ 72,000.00
Local Option Sales - 1/2% 2nd add	\$ 58,000.00
Local Option - Hold Harmless	\$ 75,000.00
ABC Revenues - General	\$ 3,000.00

ABC Revenues - Police	\$	400.00
Local Citation Fees	\$	2,000.00
Police Misc. Revenue	\$	500.00
Police Insurance Reports Fee (copy)	\$	100.00
Zoning Fees	\$	1,500.00
Garbage & Refuse Coll. Fees	\$	253,000.00
Recreation - Sponsorship Fees	\$	400.00
Recreation - Concession Money	\$	600.00
Recreation Registration Fees	\$	2,500.00
Sales Tax Refund	\$	5,000.00
Powell Bill Street Allocation	\$	64,695.00
<b>TOTALS For General Fund</b>	<b>\$</b>	<b>1,288,157.00</b>

B. Expenditures by Departments. The following amounts are hereby appropriated for the operation of the Town Government and its activities for the Fiscal Year Beginning July 1, 2015 and ending June 30, 2016, according to the following schedule:

Department:

Governing Body	\$	38,432.00
Administration	\$	272,260.00
Civic Center	\$	9,600.00
Buildings & Grounds	\$	20,100.00
Police Department	\$	536,440.00
Zoning & Building Inspections	\$	9,955.00
Fire Department	\$	39,500.00
Street Department	\$	75,280.00
Sanitation Department	\$	182,000.00
Recreation Department	\$	39,895.00
Powell Bill	\$	64,695.00
<b>TOTALS For General Fund</b>	<b>\$</b>	<b>1,288,157.00</b>

**SECTION II. STORM WATER FUND**

A. Revenue Anticipated. It is estimated that the following revenues will be available during the Fiscal Year beginning July 1, 2015 and ending June 30, 2016, to the authorized appropriations according to the following schedule.

Source:

Storm Water Fee	\$	30,000.00
<b>TOTAL</b>	<b>\$</b>	<b>30,000.00</b>

B. Expenditure. The following amount is hereby appropriated for the operation of the Storm Water Activities for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016, according to the following schedule:

Department:

Storm Water Maintenance	\$	30,000.00
<b>TOTAL For Storm Water</b>	<b>\$</b>	<b>30,000.00</b>

**SECTION IV. WATER & SEWER**

A. Revenue Anticipated. It is estimated that the following revenues will be available during the Fiscal Year Beginning July 1, 2015 and ending June 30, 2016 to meet the authorized appropriations, according to the following schedule:

Source: Water

Interest on Investments	\$	12.00
Water Charge for Utilities	\$	340,094.00
Water Base Charge	\$	124,120.00
Capital Reserve Fund	\$	22,500.00
Reconnection Fees	\$	2,000.00
Surplus Property Sale	\$	1,240.00
Labor/Equipment Charge	\$	100.00
<b>TOTALS for Water</b>	<b>\$</b>	<b>490,066.00</b>

Source: Sewer

Interest on Investments	\$	12.00
Sewer Charge for Utilities	\$	339,315.00
Sewer Base Charge	\$	156,000.00
Sewer Tap Fees	\$	500.00
Capital Reserve Funds - Sewer	\$	22,500.00
Surplus Property Sale	\$	1,000.00
Grinder Pump Fee	\$	240.00
<b>TOTALS for Sewer</b>	<b>\$</b>	<b>519,567.00</b>

B. Expenditures by Department. The following amounts are hereby appropriated for the operation of the activities in the Water & Sewer Fund for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016, according to the following schedule.

Department:

Water	\$	490,066.00
WWTP	\$	191,250.00
Sewer	\$	328,317.00
<b>TOTALS for Water and Sewer</b>	<b>\$</b>	<b>1,009,633.00</b>

**SECTION V. TAXES LEVIED**

There is hereby levied the following rate of tax on each one hundred dollars (\$100) valuation of taxable property, as listed for taxes for January 1, 2015 for the purpose of raising the revenue from Current Year's Ad Val. Tax as set forth in the foregoing estimated revenue, and in order to finance the foregoing appropriations:

Such rate of tax is based on an estimated total valuation property for purposes of taxation of \$66,774,100 and an estimated rate of collections of ninety-five percent (94.8%).

**SECTION VI. SPECIAL AUTHORIZATION-FINANCE DIRECTOR**

- A. The Finance Director shall be authorized to re-allocate departmental appropriations among the various objects of expenditures as she believes necessary.
- B. The Finance Director shall be authorized to effect inter-departmental transfers, in the same fund, not to exceed 10 percent of the appropriated monies for the department whose allocations is reduced. Notation of all such transfers shall be made to the Town Council on the next succeeding financial report.
- C. She/He may make inter-fund loans, for a period of not more than (60) days.
- D. Inter-fund transfer of monies, except as noted in Section VI. Paragraphs C and D, shall be accomplished by the Town Council's authorization in the disbursement of funds.

**END OF BUDGET ORDINANCE TO BE APPROVED.**

Motion by: Edwards  
Motion Seconded by: Worley  
Votes: Ayes -- 4\*  
Nays -- 0  
Abstained -- 0

*\*Note: Green stated he had reservations about the budget*  
**APPROVED**

2. **Discussion and Approval and Adoption of Fiscal Year 2015 – 2016 Rates and Fee Schedule.**  
Presented by: Robert Jones, Town Manager

Motion by: Worley  
Motion Seconded by: Edwards  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

**APPROVED**

3. **Discussion by the Town Council on the Planning Board's Decision on Changing the Lot Width of R-7 (MH)**  
Presented by: LaTanya Pattillo, Chairperson (*memo only*)

Mayor Bass read the memo below:

*"Planning Board final recommendation to Town Council is not to change the R-7 (MH) lot width requirements and to initiate a comprehensive review of the UDO from 2010."*

No Action Taken By Council.

4. **Discussion and Approval of Two Applications for the Planning Board. (Listed below)**

- William Williamson
- Robert Barrett

Motion by: Worley  
Motion Seconded by: Edwards  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

**APPROVED**

5. Discussion and Approval of the Purchase of a Pipeline Inspection Camera BA -14/15-16.  
Presented by: Robert Jones, Town Manager

Mr. Jones stated that the Town was paying \$18,000 for camera work for the engineers. He is requesting Council to purchase a camera at the cost of \$79,131.54. The Town would save time and money by being able to locate issues instead of guessing. Also, the Town would be reimbursed by Rural Development once construction starts with USDA. Staff recommends that the funds come from the following departments:

• Water Reserve	\$35,000.00
• Sewer Reserve	\$35,000.00
• Storm Water	\$ 9,131.54
Total	\$79,131.54

Capital Outlay-Sewer	Acct # 30-8290-7400 increase by \$	70,000.00
Fund Balance (W/S)	Acct # 30-3990-0000 increase by \$	70,000.00
Capital Outlay (Stormwater)	Acct # 15-4000-7400 increase by \$	9,131.54
Fund Balance (Stormwater)	Acct # 15-3990-0000 increase by \$	9,131.54

Motion by: Edwards  
Motion Seconded by: Worley  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

**APPROVED**

**CLOSED SESSION**

Mayor Bass requested a motion from Council to go into Closed Session for Personnel Issues Pursuant General Statute 143-318.11 (6) and General Statute 143-318.11 (a) (3), to consult with an attorney in order to preserve the attorney-client privilege.

Motion by: Edwards  
Motion Seconded by: Worley  
Votes: Ayes - 4  
Nays - 0  
Abstained - 0

**APPROVED**

Councilmember Worley requested to be recused from the Closed Meeting at 8 p.m. due to another commitment.

Mayor Bass stated that Council would go into Closed Session at 7.28 p.m., and Councilmember Worley would be excused at 8 p.m.

**CLOSED SESSION-RETURN**

Council returned from Closed Session at 8:45 p.m.

Mayor Bass requested Council to make a motion to approve the Closed Minutes from May 5, 2015.

Motion by: E. Roberts  
Motion Seconded by: Green  
Votes: Ayes - 3  
Nays - 0  
Abstained - 0

**APPROVED**

Mayor Bass requested Council to make a motion to approve Public Works Director, Steven Price's salary to \$45,000.

Motion by: Edwards  
Motion Seconded by: Green  
Votes: Ayes - 3  
Nays - 0  
Abstained - 0

**APPROVED**

Mayor Bass requested Council to make a motion to approve the donation of two properties listed below:

- 424 North Brown Street
- 608 North Brown Street

Motion by: Edwards  
Motion Seconded by: Green  
Votes: Ayes - 3  
Nays - 0  
Abstained - 0

**APPROVED**

#### ADJOURNMENT

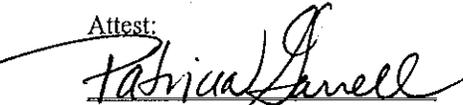
Mayor Bass requested Council to make a motion to adjourn the Council meeting at 8:50 p.m.

Motion by: Edwards  
Motion Seconded by: Green  
Votes: Ayes - 3  
Nays - 0  
Abstained - 0

**APPROVED**

With no further business, Mayor Bass adjourned the meeting at 8:50 p.m.

Attest:

  
Patricia Garrell, Town Clerk

  
Donald Ray Bass, Mayor

