

**ROCKY MOUNT TOWN COUNCIL
FISCAL YEAR 2009-2010
BUDGET WORK SESSION NO. 1
APRIL 27, 2009**

The April 27, 2009 Fiscal Year 2009-2010 Budget Work Session No. 1 of the Rocky Mount Town Council was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

Vice Mayor Posey W. Dillon and Council Members Jerry W. Greer, Sr., John H. Lester, Roger M. Seale, Robert W. Strickler and Gregory B. Walker

The meeting was called to order by Mayor Angle.

The Town Clerk read for the record the following being present: All members of Town Council as noted: Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins, Finance Director Linda Woody, Chief of Police Erik Mollin, Public Works Director Cecil Mason, Water Department Superintendent Bob Deitrich, Town Attorney John Boitnott, Accounting Technician I Amy Dooley, and Town Clerk Patricia H. Keatts. Let the record show that the Wastewater Treatment Plant Superintendent, Jessie Jones, was absent due to a death in his family.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval. The Mayor requested that the agenda be amended to add a *Closed Meeting* item as stated:

- Section 2.2-3711(A).7 – Consultant with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.
- Motion was made by Council Member Seale to approve the agenda as amended, seconded by Council Member Lester and carried unanimously.

CLOSED MEETING

At 4:04 p.m., motion was made by Council Member Lester to go into *Closed Meeting*, and seconded by Council Member Greer and carried unanimously to discuss the following:

- Section 2.2-3711(A).7 – Consultant with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

At 4:20 p.m., motion was made by Council Member Lester to come out of *Closed Meeting* and to reconvene the meeting back into open session, with motion on the floor being seconded by Council Member Greer and carried unanimously.

CERTIFICATE OF CLOSED MEETING

Whereas, the Town of Rocky Mount Council has convened a *Closed Meeting* on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires certification by this council that such *Closed Meeting* was conducted in conformity with Virginia Law;

Now, Therefore, Be It Resolved that the Rocky Mount Town Council hereby certifies that, to the best of each members' knowledge: (1) only public business matters lawfully exempted from open meeting requirements under this chapter and (2) only such public business matters as were identified in the motion by which the *Closed Meeting* was convened were heard, discussed, or considered in the meeting by the public body.

Steven C. Angle, Mayor

- Motion was made by Council Member Seale certifying that: (1) only public business matters lawfully exempted from open meeting requirements under this chapter was discussed; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or consider in the meeting by the public body was discussed. Motion was seconded by Council Member Walker. The Mayor swore to adopt the motion on the floor by Council Member Seale that this was all that was discussed as defined in Section 2.2-3412 Code of Virginia. Voting yes were Vice Mayor Posey W. Dillon and Council Members Jerry W. Greer, Sr., John H. Lester, Roger M. Seale, Robert W. Strickler, and Gregory B. Walker.

The Mayor reported that no action was taken.

REVIEW AND CONSIDERATION OF APPROVAL OF STREET PAVING FOR FISCAL YEAR ENDING JUNE 30, 2009

The Town Manager informed Council that unfortunately, reviewing of the street paving for fiscal year ending June 30, 2009 had been omitted from the April 13, 2009 regular Council meeting; thus, was presenting to Council at this meeting for their consideration of approval. It was confirmed by the Town Manager to Council that the funds for the paving would be coming out of this fiscal year's budget.

- Motion was made by Council Member Lester to approve the street paving for fiscal year ending June 30, 2009 as presented, seconded by Council Member Walker and carried unanimously.

REVIEW OF FISCAL YEAR 2009-2010 BUDGET WORK SESSION NO. 1

Prior to the meeting, Council had received a copy of the draft Fiscal Year 2009-2010 budget and Capital Improvement Plan for review. The Town Manager briefed Council on what he and the Finance Director had brainstormed, stating the following:

- Budget submitted was quite a challenge as staff has tried to come up with a budget that meets the Town's needs.
- Only two new projects were added.
- All departments had a decrease in their funding.
- Has no cost of living or merit increase for Town employees.
- Council wanted to make sure no increase in the medical costs to the Town employees; thus, the Town employees will not have to pick up the medical increase come July 1, which will be no negative impact to employees' paychecks.
- No capital outlay for a year.
- Both he and the Finance Director feel that they have funds to deal with emergencies.

There was discussion between the Town Manager and the Finance Director geared towards Council Member Lester's question regarding the adjusted tax rate from state and federal and how it would affect the Town employees' paychecks.

The budget overview was presented by the Finance Director:

- General Fund Revenues: Decrease of 10.93%
- General Government:
 - Mayor & Council account: Vice Mayor Dillon questioned the health insurance for Council and how this was treated. The Finance Director

- confirmed the amount would be above the Council pay, also confirming the rate that was outlined in a sheet handed out to Council prior to the meeting. Vice Mayor Dillon stated that he would like to look into this further due to an additional benefit being received by some Council members and not to other Council members, so people won't be running for Town Council just to have health insurance. The Town Manager noted that Vice Mayor Dillon wanted to revisit this matter.
- Vice Mayor Dillon questioned the Finance Director on what travel/training/dues for memberships, and miscellaneous community outreach was for, with the Finance Director informing him that this was some expenses for Council, such as for sending flowers, Christmas cards, Christmas candy, summer/Christmas annual events, and employee service awards. Vice Mayor Dillon stated that when he was on Council before, if someone was in the hospital, Mayor Woody asked Council to give money personally to pay for the flowers.
 - Council Member Seale questioned line item 2002 under Mayor and Council, with the Finance Director stating that this was to cover the clerks.
 - The Finance Director confirmed to Vice Mayor Dillon that if an individual is paying for his own certain insurance through the Town, it does not show up on this, with this being a Town expense.
 - Town Manager account: no questions from Council.
 - Town Attorney account: no questions from Council. The Town Manager stated that reductions are bringing in-line what has been spent, and the Town will spend on expenses that are used, not for things that are not being used.
 - Finance Department account: no questions from Council.
 - Board of Elections account: no questions from Council.
- Public Safety:
- Police Department account: Finance Director stated that the numbers were even smaller than other accounts, with there being no capital items at all.
 - Vice Mayor Dillon stated that he had noticed that certain things in the Public Works Department and Water Department were charged to utilities. The Finance Director stated that for the Finance Department, it is clear percentage that is charged and outlined in the budget detail. Council Member Lester stated that he would like this to be shown as a separate line item so he can see exactly what everything is being allocated to for cost work sheets and estimates. The Finance Director stated that the Town auditors want a cost allocated plan, and that staff has to track costs over the past five years, with that being shown, with a ten year track being shown for the Public Works Department.
 - Volunteer Fire Department account: Vice Mayor Dillon stated that his department ended up with a 16% cut and he was concerned about what was being allocated for training. He further stated that he would really like to see the \$1,000 that was taken out of line item 5500 be put back in; for line item 3300 pertaining to repairs and maintenance, he would like the

\$2,500 be put back in; and in line item 5445 pertaining to uniforms, he would like the \$8,500 put back in. The Finance Director confirmed that the Town does not expect to receive any FEMA money this year. Vice Mayor Dillon confirmed to the Town Manager that in line item 5445, instead of \$8,500 put back in, he would like \$10,000 to be put in. Council Member Walker commented that the volunteer fire department does a good job, and believes the funds should be put back in on what Vice Mayor Dillon has requested. Vice Mayor Dillon requested that the fire department budget be discussed later.

- Public Works Administration:

- Vice Mayor Dillon questioned the Public Works Director if overtime was budgeted. The Finance Director stated that this was outlined in the overtime schedule. The Town Manager stated that the Public Works Director does not get overtime. He also stated that the Finance Director's budgeting is based on forecasting, and if there are any issues regarding this, they believe this can be dealt with in conferring with the Public Works Director.
- Street Lighting account: Vice Mayor Dillon questioned when the last time was when the streetlights were counted, with the Town Manager informing him that this had been done by Mr. Ralph Bird with American Electric Power no more than four months ago.
- Parking & Traffic Control account: no questions from Council.
- Street Maintenance account: no questions from Council.
- Sidewalks, Curb & Gutter account: no questions from Council.
- Street Cleaning account: The Mayor questioned if there was anything planned for sidewalk extensions, repairs, or tagged as an on needed basis. The Town Manager informed the Mayor that staff was still looking at Scuffling Hill Road with Virginia Department of Transportation (VDOT) funds; but if for anything else, staff will come back before Council regarding using VDOT funds and asking for an appropriation from Council when needed.
- Refuse Collection account: The Public Works Director confirmed to Council that the Public Works Department doing two large pickups during the year is better than once a month. He also confirmed to Vice Mayor Dillon that the brushes on the sweeper has to be changed out at least twice a year.
- The Town Manager stated that some of these accounts may have a slight increase due to fuel cost increase.
- Snow Removal account: no questions from Council.

- Municipal Building Maintenance:

- Municipal Building Maintenance account: no questions from Council.
- Emergency Services Building Maintenance account: The Finance Director confirmed to Vice Mayor Dillon that related buildings were under this account, including the old fire department. The Chief of Police confirmed to Council that he would be bringing before them soon the repairs for the Emergency Services Building roof. The Assistant Town

Manager confirmed to Council Member Seale that staff has not heard from Barry Bowles (original contractors for the Emergency Services Building), with the Town Manager stating that staff will give them a chance during the final swing of this matter.

- Public Works Shop Maintenance: no questions from Council.
 - Cemetery Maintenance: no questions from Council.
 - Parks & Playgrounds: The Town Manager informed Council that the Town is still receiving donations for Celeste Park, and that the Public Works Department is doing most of the work in-house. Also stated that the Town has received a bid in the amount of \$17,500 for the picnic shelter at Gilley's Park, with one of the son's giving the Town \$5,000 and the County giving the Town \$5,000, with the Public Works Department building the picnic shelter.
- Community Development:
- Planning & Zoning: no questions.
 - Economic & Community Development: The Finance Director confirmed to Council Member Seale that the Town contributed the same amount to the Christmas parade as it did the year before. Discussed contribution of \$7,500 to BUD Commission for the corridor parks. The Town Manager informed Council that there were two new items under music grants, being: (1) getting more consistent music venue for the uptown/downtown area and consider doing small micro grants to promote live performances in the central business district. The Town Manager went over how this would work, as it would be creating seed money for live music in the central business district. The Town Manager confirmed to Vice Mayor Dillon that there would be a maximum amount of \$1,500 to be considered, and that this would not be for the payment of the services, but funds to go towards assisting in advertising, promotion, etc. The Assistant Town Manager informed Council that the second item dealt with redevelopment of blighted structures that would use funds to purchase and demolish blighted neighborhood buildings and then to build a viable structure to restore the economic integrity of the neighborhood, with \$45,000 being put into the budget to get this project started. After briefly discussing what this project would entail, Vice Mayor Dillon requested that this item be discussed later in the budget work session.
 - The Farmers' Market at Citizen Square: The Assistant Town Manager confirmed that advertising used for this item was a cooperative effort from state grant from Virginia Tourism, with a match from the Town.
 - Community & Hospitality Center: Discussed contractual cleaning for facilities, and phone line put in for a central phone for incoming calls. Discussed the use of trustees to help with the cleaning.
 - Main Street Program: The Town Manager stated that this is a new account with a net effect to the Town; receiving \$15,000 from the County; Town will have an estimated amount of \$32,800.
- Non-Departmental:
- General Fund Non-Departmental: Discussed agencies requests. The

Town Manager explained his reasoning for the proposed amounts. Council Member Lester questioned what was being given to Goodwill Industries due to the change in what customers were being served in Rocky Mount and Franklin County. It was discussed that the Workforce Consortium is operational and should be moved out of the agencies requests; and should also move Community Partnership for Revitalization, along with the Blue Ridge Dinner Theatre as they are in a different classification.

ADJOURNMENT

At 6:25 p.m., motion was made by Council Member Lester to adjourn and reconvene the budget work session on Wednesday, April 29, 2009 at 4:00 p.m., seconded by Council Member Seale and carried unanimously.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

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