

**ROCKY MOUNT TOWN COUNCIL  
FISCAL YEAR 2017  
BUDGET WORK SESSION NO. 2  
APRIL 14, 2016**

The April 14, 2016 Fiscal Year 2017 Budget Work Session No. 2 meeting 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 5:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Gregory B. Walker
- Bobby M. Cundiff
- P. Ann Love
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton

The following staff members were also present:

- Tim Burton, Wastewater Treatment Plant Superintendent
- Bob Deitrich, Water Treatment Plant Superintendent
- Rebecca Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Josh Gibson, Town Planner
- Matthew Hankins, Assistant Town Manager
- Amy Gordon, Assistant Finance Director
- Cecil Mason, Public Works Director
- Linda Woody, Finance Director
- Jeff Rakes, Fire Chief
- Ken Criner, Police Chief

The meeting was called to order by Mayor Steven C. Angle.

**APPROVAL OF AGENDA**

**Motion: To approve the agenda as presented**

**Motion By: Council Member Snead**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

**Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker**

**Nays: None**

**Action: Approved agenda by a unanimous vote**

Budget Work Session No. 2 began with discussion regarding the items that were summarized from the 1<sup>st</sup> budget work session.

- 2.5% merit increase to all employees; no COLA  
It was the majority consensus of Council to propose a 2.5% merit increase to all employees. Council Member Moyer shared 2% to him was large and was not in favor of the 2.5%.
- 7.5% Lodging Tax  
A 10% Lodging Tax was proposed for the FY 2017 budget however Council Member Moyer and Council Member Cundiff were not for the increase in tax. Mr. Hankins presented a sheet with area Virginia Transient Occupancy Tax rates for comparison. It was the majority consensus of Council to propose 7.5% for the lodging tax.
- \$81,000 is proposed to be used from the Utility Capital Fund to underwrite the Utility Operations Fund as all of the rate increases in the last decade have been dedicated to the Capital fund. Council Member Cundiff spoke that the Utility Capital Fund could not be used in such a way. The fund was not set up for it. It was the consensus of Council to move the fund transfer to the General Fund.
- The Fire Department has asked for a review of stipends. Staff recommends the per-call stipend be adjusted to \$12.50 a call and perhaps the officer's stipends be reviewed in more detail. It was the consensus of Council to increase the stipend.
- Mr. Hankins is planning on applying for a DHCD grant which is a Department of Housing and Community Development grant for the purpose of doing a North Main Master Plan. The Town plans to include \$35,000 budgeted expense and \$35,000 in proposed revenue in addition to the Town saving for the implementation of the plan which will take several years. The Town has made a down payment in the proposed budget of \$50,000 but staff would like Council's guidance on this if Council thinks it is a good step. The Mayor spoke on the Town setting aside the working capital, applying for the grant and then begin saving up for the project.
- The budget includes taking two staff members from 29 hours a week to 40. The receptionist works 29 hours a week currently because of the Affordable Care Act. 9:00 a.m. to 4:00 p.m. Monday through Thursday with an hour for lunch and 10:00 a.m. to 4:00 p.m. on Friday. From a customer receptionist view, it is nice to have that position to greet the public and help where needed. It was the consensus of Council to take this position out.  
The Harvester Manager and Assistant Manager are working hours over what is reasonably expected in those positions. They have both worked in excess of 100 hours a week even though Mr. Hankins has asked them not to. The Manager for example has worked from 5:30 a.m. till 10:30 p.m. with only a 45 minute break for lunch. Mr. Hankins stated that if we were to continue to work them in that

manner, the Federal Government if we were audited, could call our employment practices into question and could require back pay at an overtime rate. This person if allowed to be there full time can manage a lot of duties in terms of phones, customers and ticket sales. It was Council's consensus to go ahead and staff the Harvester position at full time.

- Each of the departments asked for capital this year at a total of \$3.5 million and we were able to fund \$2.4 million for FY 2017.

Added Discussion: The consensus of Council is not to add the \$1.00 on the refuse bill until the new garbage truck and cans can be put into place and that will be looked at and decided upon by Council as to when they feel that service can be provided through the fund balance and is appropriate.

## **ADJOURNMENT**

**Motion: To adjourn meeting**

**Motion By: Council Member Stockton**

**Second: Council Member Moyer**

**Motion Discussion: None**

**Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker**

**Nays: None**

**Action: Meeting adjourned**

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Acting Town Clerk