

**YANCEYVILLE TOWN COUNCIL**  
**MEETING MINUTES**  
**Tuesday, May 24<sup>th</sup>, 2022**  
**7:00 PM**

The meeting of the Town Council was held in person in the Yanceyville Museum of Art at the Yanceyville Municipal Services Building located at 158 East Church Street, Yanceyville NC and conducted virtually through the WebEx platform on Tuesday, May 24<sup>th</sup>, 2022, at 7:02pm.

**Council Member present in person:** Alvin Foster, Mayor

**Council Members present via Webex:** Odessa Gwynn, Mayor Pro Tem, Keith Tatum, and Brian Massey

**Staff present in person:** Kamara Barnett, Town Manager/Clerk and Harmon Crutchfield, Finance Consultant

**Item 1: Call to Order- Reconvene Town Council Meeting**

Mayor Alvin Foster called the Recess Meeting back to order at 7:02pm. Mayor Foster thank Town Council for being present he noted that we have one item to discuss tonight.

**Item 2: Discuss and Review Fiscal Year 2022-2023 Recommended Budget**

Town Manager Barnett explained the changes were made to the Fiscal Year 2022-2023-Recommended Budget as directed by Town Council. Shen noted the change to the solid waste fee. She explained that for the cost share of the solid waste fee to be 50/50 with the current contract there will need to be an increase in the solid waste fee received by \$2.50.

**Item 3: Presentation of Budget Message for Fiscal Year 2022-2023- Kamara Barnett**

Town Manager Barnett read aloud

Honorable Mayor Foster and Town Councilmembers,

I present you with the Fiscal Year 2023 operating budget for the Town of Yanceyville beginning July 1<sup>st</sup>, 2022, and ending June 30<sup>th</sup>, 2023, for your review and consideration. This budget has been prepared in accordance with the provisions of General Statute 159.17, the North Carolina Local Government Budget, and Fiscal Control Act. All funds within the proposed budgets are balanced, and all revenues and expenditures are identified. This document reflects the efforts of Town Council, Town Staff, and me. I express my appreciation to those who have been involved in the process. Since the pandemic will continue to have an impact on the finances of the Town, this budget represents a conservative approach.

Upon submission of the annual budget document, the governing body must schedule a public hearing, detailing that a budget has been submitted and copies of the proposed budget and budget message will be placed on file with the Town Clerk, and on the Town of Yanceyville's website

to be available for public inspection (G.S. 159-12(b)). The notice will provide the time, date, and place of the budget hearing. The Town of Yanceyville strives to provide ample time between notice and the hearing date to provide the public an opportunity to attend the hearing. The budget is enacted upon official adoption of the Budget Ordinance, no later than July 1<sup>st</sup>, 2022.

As we are all aware, our lives have been changed by the pandemic. We want to continue to always protect the quality of life of our citizens. To accomplish this, we want to strengthen community, sustain our local economy, maintain quality services, continue strong partnerships, and promote our quality water.

The budget is presented with no changes in the current ad valorem tax rate. It is my goal to utilize a water/sewer rate model to implement a water /sewer rate increase by January 2<sup>nd</sup>, 2023. A conservative approach was used in preparing projections for all six statewide revenue sources: Beer & Wine Tax, Utility Franchise Tax on Electric Service, Sales Tax on Telecommunications, Piped Natural Gas Excise Tax, Local Option Sales Tax, and Powell Bill revenues, while recognizing the economic uncertainties that linger because of the pandemic.

The Town has developed an extremely conservative budget that seeks to maintain current service levels, while also addressing infrastructure needs to maintain our current assets to allow for prolonged use and efficiency.

The proposed budget for the General Fund is approximately 5% higher than the fiscal year 2021-2022 (\$899,500 in 2021-2022 to 943,515 in 2022-2023). Some of the significant changes include increased expenditures in cost-of-living adjustments for staff and special projects.

The proposed budget for the Enterprise Fund is approximately 8 % higher than the respective budget for the fiscal year 2022-2023 (\$1,717,160 in 2021-2022 to 1,846,502 in 2022-2023). Some of the significant changes include increased expenditures in cost-of-living adjustments for staff special projects, and full-service operation of Water & Wastewater Plants.

The Town will allocate 3% of all water revenues to the repayment of the USDA loan that allowed the Town to install an emergency water line connection/pump station with the City of Danville, Virginia. The Town anticipates the revenues collected from the 3% of water revenues to allow the Town to pay off the debt taken on by the project.

The Special Revenue Fund will be used to track all monies awarded from Powell Bill funds, which are allocated from the State annually and are restricted for use on pedestrian and side-walk projects only, and to track all monies used to help maintain the Yanceyville Municipal Cemetery. The Special Revenue Fund will be tracked as a stand-alone fund and will be shown on the financial statements separate from the General Fund. The Special Revenue Fund's budget is \$40,000 for fiscal year 2022-2023.

The total budget amount for all funds in fiscal year 2022-2023 is \$2,830,017 compared to \$2,656,660 in fiscal year 2021-2022 (an increase of 6.5 %).

Within my proposal, the General Fund anticipates utilizing \$79,179 from un-appropriated fund balance to balance the budget this year. Within the Enterprise Fund, a total of \$202,833 will be utilized from un-appropriated fund balance to balance the budget this year.

The Town does intend to continue working with third-party contractors for “full service” operation of our Water Treatment and Wastewater Treatment Plants, Planning and Zoning Service’s needs, legal needs, engineering fees, financial needs, and extensive water/sewer repair needs.

#### Grant Projects:

We will insistently target grant funding for projects in the areas of water and sewer infrastructure, parks, recreation and memorials, and economic development initiatives. The Town has submitted five grant applications in this fiscal year to the North Carolina Department of Environmental Quality Division of Water Infrastructure: -Infrastructure to aid the in the improvements and operations of our Public Water and Sewer Infrastructure.

#### Budget Format:

This year’s budget format presents the revenues and expenditures in a line-item format. The budget is designed to function as a work plan in guiding departmental operations, to accomplish all the goals and objectives outlined by Town Council. The operating budget is divided into the General Fund, Enterprise Fund, and Special Revenue Fund.

#### Manager’s Message:

I believe this budget recommendation makes significant advancements in the pursuit of the Yanceyville Town Council’s strategic priorities and responds to key community needs. This budget reflects strong, plans for future community needs, continued investment in our employees, and adequately funds public services. It also reflects the efforts that we have made in these challenging conditions to continue the level of service that we have provided in the past and puts us in a good position to meet the challenges in our future and exceed our current level of service moving forward. The Town of Yanceyville currently has a dedicated Staff with a great deal of talent and devotion to its citizens. Although funding may be less than desired this fiscal year, our financial needs can be met with a clear and consistent growth plan moving forward. I am grateful to the Yanceyville Town Council for your engagement, guidance, and direction in preparing this budget. Our public service passion and the core values among Town Staff are reflected throughout this entire budget. I look forward to working with you all as you review and consider the recommended budget further to ensure it meets the expectations and priorities of the governing body and the citizens of Yanceyville.

Respectfully Submitted, Kamara Barnett Town Manager/Clerk

#### **Item 4: Town Manager Updates - Kamara Barnett**

Town Manager Barnett reminded Town Council of the upcoming First Friday June 3<sup>rd</sup> Featuring the Doug Prescott Band and Cruise- In starting at 7:00pm. She encouraged all to attend.

Town Manager Barnett update Town Council on the Comprehensive Land Use Development Plan. She indicated that Town Staff and the Planning Board are editing the Final Draft of the Comprehensive Land Use Development Plan. On June 7<sup>th</sup>, 2022, a Public Hearing will take place at the Town Council Meeting the purpose is to offer public comment. Town Manager Barnett indicated that this plan is a working document and welcoming comments, suggestions, and questions.

Town Manager Barnett noted that the TOWN will need to respond to the to the Local Government Commission due to the Financial Performance Indicators of Concern (FPIC) from last year's audit. It is a new requirement these issues were noted in the data input sheet that was sent to the LGC with the Financial statements. She also noted that the Town will need to address the financial status of the Town since due to being listed on the watch list with the LGC.

**Item 5: Informal Discussion/Public Comment-** Discussion and Comments must directly relate to agenda items.

Mayor Foster asked Town Council to consider adjusting the tax rate for the upcoming fiscal year.

**Item 6: Adjournment**

Mayor Foster asked Town Council for a motion to adjourn. After no further discussion, Mayor Pro Tem Gwynn made a motion to adjourn. Councilman Massey seconded the motion that passed with a unanimous vote. Meeting ended at 7:32pm.

*Kamara Barnett, Town Clerk prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting.*

Respectively Submitted:

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Alvin Foster, Mayor

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Kamara Barnett, Town Clerk