

**TOWN OF LONG VIEW
BOARD OF ALDERMEN
SPECIAL MEETING MINUTES
MAY 8, 2020**

The Town of Long View Board of Aldermen met in the Council Chambers of Long View Town Hall on Friday, May 8, 2020 at 4:00 p.m. Due to social distancing guidelines regarding COVID-19, the meeting was held over Zoom software and attendees were both physically present and electronically present.

BOARD MEMBERS PRESENT (Physically): The following members of the Board were present: Mayor Marla Thompson, Mayor Pro Tempore/ Alderman Randall Mays, Alderman Gary Lingerfelt, Alderman Dallas Tester, and Alderman Thurman VanHorn.

BOARD MEMBERS PRESENT (Electronically): The following member of the Board participated electronically: Aldermen David Elder.

STAFF MEMBERS PRESENT (Physically): The following members of staff were present: Town Administrator David Draughn, Town Clerk Stephanie Watson, Finance Director James Cozart, Police Chief TJ Bates, and Deputy Fire Chief Tyler Keener.

STAFF MEMBERS PRESENT (Electronically): The following members of staff participated electronically: Fire Chief James Brinkley.

OTHERS PRESENT (Electronically): No others were present.

MEETING CALLED TO ORDER: Mayor Marla Thompson called the meeting to order.

ADOPTION OF REMOTE PARTICIPATION POLICY – TOWN ADMINISTRATOR DAVID DRAUGHN

Town Administrator David Draughn stated that general statutes have been amended by the General Assembly due to the Pandemic to address virtual meetings. With guidance from the School of Government, the proposed policy was drafted. Since the Board of Aldermen will likely have to meet by electronic means for the near future, he asked that the Board adopt the proposed policy.

Mayor Thompson asked if any of the Board had any questions or comments. There being no comments, motion was made by Alderman Thurman VanHorn, seconded by Alderman Randall Mays to adopt “A Resolution of the Board of Aldermen of the Town of Long View, North Carolina, to Establish a Remote Participation Policy”. The vote to approve was unanimous.

AYES: Mayor Pro Tempore / Alderman Randall Mays
Alderman David Elder
Alderman Gary Lingerfelt
Alderman Dallas Tester
Alderman Thurman VanHorn

NOES: None

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF LONG VIEW,
NORTH CAROLINA, TO ESTABLISH A REMOTE PARTICIPATION POLICY**

WHEREAS, during times of emergency, the Town of Long View must perform essential functions through public meetings of the Board of Aldermen; and

WHEREAS, it may become prudent for the Board of Aldermen to cancel its in-person public meetings or decide to conduct such meetings by electronic means during a time of crisis such as, but not limited to, a declaration of emergency; and

WHEREAS, the Town of Long View Board of Aldermen recognize N.C.G.S. §143-318.10(d) provides that official meetings can mean, “a meeting, assembly, or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business within the jurisdiction, real or apparent, of the public body.”; and

WHEREAS, N.C.G.S. §143-318.13(a) permits a public body to hold an official meeting by use of conference telephone or other electronic means provided the public body provides a location and means whereby members of the public may listen to the meeting

WHEREAS, the North Carolina Attorney General’s office has opined that Public Bodies can hold electronic meetings so long as statutory requirements for quorums, voting, notice, public access, and keeping of minutes are adhered to; and

WHEREAS, the Town of Long View, along with Catawba County, Burke County, and other municipalities therein, is operating under a declared State of Emergency in response to the spread of the COVID-19 virus as of 8:00 a.m. on March 18, 2020; and

WHEREAS, the Town of Long View recognizes the importance of maintaining public attendance and input, to the extent possible at all official meetings of the Town of Long View Board of Aldermen meetings, even during this time of unprecedented emergency due to the spread of COVID-19 in our Town, State, and Nation; and

WHEREAS, the Town of Long View wishes to remain consistent with the following guidance received for State and Federal authorities:

1. The U.S. Centers of Disease Control guidelines on “social distancing” during this emergency that recommend a minimum buffer of six (6) feet between persons.
2. Executive Order 117, as amended by Executive Order 121, of Governor Roy Cooper, limits mass gatherings of the public in a single room or single space at the same time to 10 people or less, including Board members and Town staff, but that such a maximum number is subject to space availability in light of the social distancing requirements of Executive Order No. 121 that requires the public at all times and as much as reasonably possible to maintain social distancing of at least six (6) feet from other persons with the exception of family or household members; and

NOW, THEREFORE, in order to promote and provide full participation of all the members of the Town of Long View Board of Aldermen and required staff, while ensuring access and transparency for the public during any time of declared emergencies, it is resolved by the Town of Long View Board of Aldermen that the following Rules of Procedure for Electronic Meetings shall be followed:

RULES OF PROCEDURE FOR ELECTRONIC MEETINGS

The Town of Long View Board of Aldermen (“Council”) recognizes that Article 33C of Chapter 143 of the North Carolina General Statutes contemplates that official meetings of public bodies, such as the Council, may take place by electronic means. In fact, §143-318.10(d) of the North Carolina General Statutes states that an official meeting can, “mean a meeting, assembly, or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business within the jurisdiction, real or apparent, of the public body.”

The Rules of Procedure for Electronic Meetings are a guide for how Council will conduct meetings featuring electronic participation.

1. Meetings to Which These Rules Apply

These Rules of Procedure for Electronic Meetings (“Electronic Rules”) shall apply to any regular, special, or emergency meeting of the Town of Long View Board of Aldermen, subject to the conditions set for the herein governing Electronic Meetings.

2. Conditions Necessary for Electronic Meetings

Council agrees that electronic meetings will only be permitted when any of the following entities declare that a state of emergency or a disaster exists in an area including the Town of Long View, North Carolina; Catawba County, North Carolina; Burke County, North Carolina; the federal government of the United States of America; or the Government of the State of North Carolina through the Governor of the State of North Carolina or other method permitted by Chapter 166A of the North Carolina General Statutes.

The state of emergency declaration or disaster declaration must be related to a distinct event that reasonable persons can agree directly affects Council. Such reasons include:

- Meeting in person would pose a threat to health or safety of members of the Council, Town staff and the general public who might otherwise attend the meeting in person, or
- Restrictions or prohibitions implemented in conjunction with the declaration of the state of emergency make it impractical or not feasible to hold an in-person meeting of the Town Council.

If no state of emergency or disaster exists, then the Electronic Rules may not be used.

3. **Definition of an Electronic Meeting**

An Electronic Meeting is any meeting where more than three (3) members of the Council participates through telephone communication, video conference or other telecommunications application, which allows simultaneous communication by multiple parties, or other similar means that allows the members of the Council to hold a meeting without all members being physically present in the same room.

4. **When an Electronic Meeting Cannot Be Used**

- Quasi-judicial Hearings

5. **Notice of Electronic Meeting**

If an Electronic Meeting is necessary, a public notice of the electronic meeting shall be sent as part of any notice required by North Carolina General Statutes §143-318.12. The public notice, in addition to the information required by North Carolina General Statutes §143-318.12, shall provide:

- a. The location of the physical meeting (which is where any Council members and Staff able to attend the meeting in person shall gather), if any; and
- b. A method for members of the media or public to obtain the location and/or connection information necessary for them to listen to and potentially participate in the Electronic Meeting in accordance with §143-318.13 of the North Carolina General Statutes.

The notice shall be provided in the manner required by Article 33C of Chapter 143 of the North Carolina General Statutes. If the Electronic Meeting is being used for any part of a regular meeting that is on the meeting schedule adopted by the Council, then the information required above shall be provided in a separate notice to be provided in accordance with N.C.G.S. 143-318.12(b)(2), and shall be posted on the Town's bulletin board, and website, if possible.

6. **Quorum**

Council members present in person or electronically, shall be included in the calculation for determining if a quorum exists. If a Council member who participates electronically withdraws from the meeting or is disconnected from the meeting and cannot reconnect to the meeting in a reasonable time, the rest of the meeting may be completed provided there is still a quorum of the Council present either in person or electronically.

Any Council member who withdraws or is disconnected from the meeting shall no longer be included for purposes of quorum calculation until he or she is re-connected to the meeting. Upon re-connection to the meeting, such Council member shall again be counted for purposes of determining whether a quorum exists.

Any Council member participating may make a motion to adjourn the electronic meeting

if one or more members becomes unintentionally disconnected from the electronic meeting and reconnection cannot be re-established within a reasonable time.

7. Process of Opening Meeting

Immediately prior to opening the meeting, the Mayor, or other presiding officer, shall communicate with the Council member(s) who is (are) participating electronically and ensure that he/she is prepared to go forward. From that time forward until the adjournment of the meeting, the communication line for Council members or application shall be kept open and the Council members' microphone/phone line will be left unmuted.

At the start of the meeting, the Mayor, or other presiding officer, will inform the general public that their microphones/phone lines will be muted during the meeting and will only be turned on during the Public Comments sections of the meeting.

The Mayor, or other presiding officer, shall then take a roll call to record which Council members are participating and how they are participating (electronically, on-site, etc.). Verification shall be by voice identification of each Council member attending electronically by the Mayor, or other presiding officer, and verified by the Clerk, or in the absence of the Clerk, by the Town Administrator or Town Attorney, in that order.

8. Voting and Discussion

Council members present for the meeting through electronic means are eligible to vote for all items considered by the Council during the meeting. A Council member voting must indicate verbally with the name of the Council member and a "yes," "no," "yea," "nay," or "abstain" (when that is permitted) such that the Clerk or her designee may record the vote.

Prior to taking a vote on any issue, the Mayor, or other presiding officer, shall inquire of each of the Council members participating electronically if he/she has been able to adequately monitor the discussion, including comments from the public, if any, and shall allow those Council members to make any comments he/she desires. It shall be the responsibility of Council members attending the meeting via electronic means to gain the attention of the Mayor, or other presiding officer, in order to be recognized for any further discussion.

Once all Council members have had the chance to comment, the Mayor will then call for a motion for the topic. Council members will state their name and state the motion and/or second. The Mayor will repeat the motion and then ask each Council Member by name what their vote is on the topic.

A Council member attending through electronic means that withdraws or is disconnected from the meeting without being excused from further attendance shall not be considered an affirmative or negative vote on any issue or question before the Council.

If the Council member cannot re-establish connection within a reasonable amount of time, the Council will vote to excuse the Council member from the rest of the meeting and the Council member will be counted as absent for the remainder of the meeting.

9. Public Comments

Reasonable accommodation for one period of public comment per month at a regular meeting of the Council is required in accordance with N.C.G.S. 160A-81.1. The Council is permitted to adopt reasonable rules governing the conduct of the public comment period, including, but not limited to, rules (i) fixing the maximum time allotted to each speaker, (ii) providing for the designation of spokesmen for groups of persons supporting or opposing the same positions, (iii) providing for the selection of delegates from groups of persons supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the hall, and (iv) providing for the maintenance of order and decorum in the conduct of the hearing. The council is not required to provide a public comment period under this section if no regular meeting is held during the month.

Given the limitations imposed by the declared state of emergency, public comments shall be made by one or more of the following methods:

- (1) Oral comments made over the telephone/telecommunication software during the appointed public comment period.
- (2) By written comments delivered personally to Town Hall during the 8 a.m.-5 p.m. Monday – Friday office hours and received not later than two hours prior to the meeting.
- (3) By electronic mail sent to the Town and received not later than two hours prior to the noticed time of the meeting.

At the appointed period for public comments, the Mayor, or other presiding officer, will open the floor to ask for public comment. The public's microphones/phones will then be unmuted and members of the public will be asked to speak one at a time based on the list collected by the Clerk before the meeting. The Mayor, or other presiding officer, will state the person's name and give each person three minutes to make comments.

After the live public comments portion has completed, the public's microphones/phones will be muted and the Mayor, or other presiding officer, will read any written public comments submitted by personal delivery or by e-mail prior to the meeting.

10. Minutes

The minutes of the meeting shall designate the name of each Council member or staff member who participated physically or electronically and identify the nature or means of the communication. They shall also include the duration of participation in the meeting by any Council member who withdraws from or is disconnected from the meeting, as well as the time of re-connection to the meeting, shall be noted in the minutes.

11. Closed Sessions

Except as modified by this subsection, the foregoing rules for electronic meetings shall apply to Closed Sessions of the Council wherein there is electronic participation by one or more Council members. As an exception to the foregoing rules, electronic participation by a Council member in a Closed Session is permitted only if the electronic participant verifies to the Council that he or she is alone in the location from which he/she is electronically attending the Closed Session, and that the electronic communication is reasonably secure insofar as being a private communication to which no one else is privy. If a Council member attending electronically is unable to verify each of these matters, he or she shall be disconnected from and prohibited from participating in the Closed Session. The rules regarding quorum as set forth in "**6. Quorum**" above shall apply to Closed Session.

12. Meeting with Council Members Physically Present and Electronically Present

In the event that there are four (4) or more Council members physically present at a regular, special, or emergency meeting, such that the meeting does not meet the definition of an "Electronic Meeting" as set forth above, other Council members may nevertheless participate and be counted as present at such meeting(s) if in attendance by telephone, videoconference, or other electronic telecommunications application or other similar means that allow simultaneous communication by multiple parties, provided there is compliance with the rest of adopted Rules of Procedure for Electronic Meetings.

13. Effective Period

This resolution shall be in effect for the current meeting and all future meetings of the Council or by further modification by a duly adopted resolution of the Board of Aldermen.

RESOLVED, this the 8th day of May, 2020.


Marla Thompson
Mayor


Stephanie C. Watson
Town Clerk, CMC, NCCMC

DISCUSSION OF THE PROPOSED 2020-2021 BUDGET – TOWN ADMINISTRATOR DAVID DRAUGHN

Town Administrator David Draughn Opening Comments

Town Administrator David Draughn stated:

The proposed budget is not much different than what was proposed at the budget retreat. For a month and a half, the Finance Director and I have studied every trend, spoke with other towns, received estimates from the League of Municipalities, received information from the North Carolina Association of County Commissioners, and read economic indicators from the Western Piedmont Council of Governments in an effort to predict the coming year. What we learned is that everyone still does not know. This pandemic has presented itself in a way that leads to uncertainties with the Town's budget, particularly in revenues. Sales tax is the second biggest revenue in the General Fund. The Town has prepared this budget to operate on its own in a crisis management type posture with little assistance and more limited resources than what we are used to. The Town's budgeting goals have been completely altered for now. We have reduced certain revenue estimates significantly. The Town has increased the sanitation fees due to provider increases while keeping most expenses at current year levels or even reducing them in some cases. These revenue projections were somewhat impossible in a way as we continue dealing with this pandemic. We begin the new fiscal year monitoring our new revenue situation closely while we continue to operate with a budget spending freeze like the Town has done since this pandemic has begun. The Town is currently only spending what it must to operate. Department Heads are asked to come to myself or the Finance Director before they buy anything. This will continue until the Town gets a better picture of where things are. This could be either later in the summer or early fall. If things turn around for the good or for the bad, adjustments will be made with the Board. Hopefully, by mid-year, things will be turning toward the good and adjustments can be made. That is my hope.

Mr. Draughn thanked the Department Heads for their assistance in preparing the budget and for their spending controls. He especially wanted to thank them for their pandemic response. It has been amazing. He also thanked them for their support and understanding for the massive cuts that have been made for the budget. He also wished to thank Finance Director James Cozart for the work with this budget as it has been a challenge. He thanked the Board for the work done in the past that helped get the Town in a situation where the Town is surviving this.

The following proposed budget reflects the directives given by the Board during the Budget Retreat. It also shows final revenue estimates.

The presented proposed budget is \$5,788,102 which is roughly \$247,000 less than last fiscal year's budget.

The General Fund presented budget will be \$3,578,000. The Utility Fund presented budget will be \$2,050,000. State and Federal Shared Proceeds will be \$7,000. Powell Bill Fund will be \$144,203. Senior Day Out will be \$8,000.

Mr. Draughn requested that Finance Director James Cozart present the proposed 2020-2021 budget. Mr. Cozart briefly went over any budget changes from last fiscal year.

Fee Schedule

Tap Fees

An adjustment was made on tap fees for water taps that are larger than ¾ inch and for sewer taps over 4 inches. For water taps that are ¾ inch, the fees are \$1,000 for inside customers and \$1,500 for outside customers. For a 1 inch to 2-inch water tap, the fee will be based on the cost of materials. For setups that need over a 2-inch tap, the fee will be based on the cost of materials and the cost of contracted services. Taps put in place that are over 2 inches must be contracted out.

Mr. Draughn explained the reason for the change in the fee schedule for larger taps. He added that the Town only had the ability to do up to a 2-inch taps in house. Over 2-inches must be contracted out.

When asked for clarification from Alderman Mays about the cost for 1-2-inch taps, Mr. Cozart explained that the cost of materials would include the tap fee.

Water, Sewer, and Garbage Rates

There was an increase in the water/sewer rates due to the water/sewer rate increase from the City of Hickory.

The increase on garbage fees was due to the rate increase from Republic Services.

Currently the base rate for water, sewer and garbage customers is \$54.48 per month. Projected rates based on current projected increases from the City of Hickory and Republic Services would increase Long View customers base bills that had water, sewer, and garbage to \$56.36 per month.

General Fund Revenue Estimates

The "Vehicle Tax Revenue – Catawba County" line was increased based on current year actuals.

The "Local Gov't Sales Tax" line was decreased by 15% based on estimates from the League of Municipalities and the School of Government.

The "BBT Loan Brush Truck Proceeds" line was decreased to \$0.00.

There was no Fund Balance appropriated for this upcoming year.

General Fund Revenue Estimates are \$3,578,299.00 for the upcoming fiscal year.

Mr. Draughn stated that a lot of Towns are having to do fund balance appropriated but Long View has not had to do so yet.

Governing Board Department Expenditures

Mr. Cozart stated that there would need to be an adjustment to the proposed Governing Board budget as there would not be an election this year. The \$5,500 that was budgeted for elections would be moved to the General Fund Contingency line item.

The total for Governing Board Department Expenditures was \$22,263.00.

Administration Department Expenditures

The “Professional Services” line item was decreased from current year. This was based on what was spent in the current year.

The “Group Insurance Expense” was decreased from last year due to the Town shopping out insurance. The Town selected BCBS for its insurance carrier and saved about 3%. The Town also had a good liability claims year so there was not a large increase.

In the “General Fund Contingency Line”, \$5,500 will be added that was taken from the Governing Board’s page.

The “OneH2 Matching Grant” and the “Century Building Reuse Grant” lines have been adjusted to zero due to the grants paid before June 30th of this year.

The “Town Improvements Expense” line was zeroed out for now. This will be re-examined later if the situation changes later.

When Alderman Mays asked about going up on the cost of Motor Vehicle Collections, Mr. Cozart stated that the Town is collecting more money. The State has also started passing on their credit card fees to the Town.

Town Complex Department Expenditures

No changes were made from the previous year.

Planning Department Expenditures

A change was made to the “Salaries and Wages” line due the line being over budgeted in the current year.

The total for the Planning Department Expenditures is \$109,186.

Police Department Expenditures

There was a bump in the “Salary and Wages” line. There are currently five officers in the Police Department that make less than \$35,000 per year. The Town hopes to get the Police Department’s starting pay up to remain competitive and to retain officers.

There are two officers that are currently on separation allowance. That costs a little over \$30,000 a year.

On each of the pages that have salary, the “Retirement Expense” line will have an increase. The Town is absorbing the second year of a three year Retirement System increase.

The Town has taken out of the budget the requested purchase of a police vehicle and police computers for now. Hopefully, this is something that the Town can revisit in the mid-year.

Alderman Mays stated that he would like to see the computers put back in the budget as soon as is feasible.

Fire Department Expenditures

In the “Salary and Wages” line there was an increase from the previous year. As turnover occurs, new hires have been hired in at the \$35,000 range. This is to retain employees and makes the Town more in line with the surrounding agencies.

In the “Capital Outlay Expense” line, the money is still budgeted for the three gas meters that were requested during the budget retreat. This may be moved to the “Departmental Supplies” line based on how much the meters cost.

Street Department Expenditures

The “Salaries and Wages” line was adjusted to account for the cost of adding more overtime pay.

The “Street Lighting” line was decreased a little. The Town has saw a change since Duke Energy has come through and changed streetlights to LED.

The “Garbage Expense” line increase reflects the rate increase from Republic Services.

There was no Capital Outlay.

Recreation Department Expenditures

There was an increase in the “Salaries and Wages” line to account for overtime wages.

Risk Management Department Expenditures

No changes were made from the previous year.

Medical Center Department Expenditures

No changes were made from the previous year.

Garage-General Fund Department Expenditures

The “Gas Expense” line was reduced by \$20,000 and that amount was moved to the Utility Fund to relieve some of the pressure off the General Fund.

The “Capital Outlay” line was decreased to zero as the Gas Pump Project was completed this year.

General Fund Debt Expenditures

There was an addition to the “Brush Truck Loan” and the “Brush Truck Loan Interest” lines. The Town purchased that truck during last fiscal year, but the first payment doesn’t come due until 2021.

Questions on the General Fund

Mr. Cozart asked if there were any questions on the General Fund.

Alderman Elder stated that it looks like it is in line with cuts. The Town looks like it is making good use of the money that is available. When you have plenty of money it is easier to make a budget. When you have less money, it is more difficult. We are in trying times.

Utility Fund Revenue Estimates

The “Water Charges” and “Sewer Charges” line items increased due to the rate increase from the City of Hickory.

Mr. Draughn stated that the Hickory rates have changed from what was originally projected. The rates may change again. This is still an uncertainty. The Town may still make changes to the budget regarding this before it is brought before the Board for final adoption.

Mr. Cozart informed the Board that the Town may no longer charge meter tampering fees. This was due to a court case where the judge ruled that someone must physically see the meter being tampered with.

Alderman Lingerfelt stated that this would just mean that the Town would have to pull meters now if someone tampers with the meter.

The Utility Fund Revenue Estimates for 2020-2021 are \$2,050,600.

Utility Department Expenditures

The “Salaries and Wages” line was increased to adjust for the cost of overtime.

The “Group Insurance Expense” line is down due to the lower cost of coverage. Half the cost of group insurance is paid for by the Utility Fund and half by the General Fund.

The “Departmental Supplies” line was adjusted due to the increased costs of what the department has to buy.

The “Utility Fund Contingency” line is \$67,341.

Sewer Department Expenditures

The “Sewer Charges-City of Hickory” line was adjusted based on what the City of Hickory charges the Town of Long View.

Water Distribution Department Expenditures

The “Utilities Expense” line was decreased a little based on current year numbers.

The “Water Charge-City of Hickory” line was increased to account for the rate increase from the City of Hickory.

Garage-Utility Fund Department Expenditures

The “Maintenance and Repair – Auto” line was increased by \$40,000 due to the cost to repair larger vehicles. The Town must contract that work out. Labor expenses are up.

Mr. Draughn stated that some of the funds in the General Fund – Garage were moved to the Utility Fund to take pressure off the General Fund.

The “Gas Expense” line was increased to absorb what was moved from the General Fund.

Utility Fund Debt Expenditures

The “Utility Projects Loan” and the “Utility Projects Loan Int” lines were increased due to the Utility Fund Projects that the Town has planned. These two lines account for a \$60,000 debt payment for the Town.

Mr. Draughn stated that the projects that these two lines cover were discussed during the Budget Retreat. With the current situation the way it is, the Town will be slow in beginning those projects. The Town will borrow \$450,000 and will have a \$60,000 annual payment. The projects include the altitude valve for the water tank (\$100,000), the water taps on Hwy 70 (\$50,000), the Sweet Bay Water line extension (\$200,000) and the sewer outfall aerial (\$100,000). The Sweet Bay Water line extension may be put off until later in the year, but he feels the Town should continue forward with this project as it will help with economic development. The Town could at least extend the line from the park to the end of Sweet Bay. This will make those properties marketable. The sewer outfall aerial has to be done as it is danger of collapsing where the 24-inch sewer line crosses the creek. Each step of the mentioned projects would come before the Board first.

Alderman Mays stated that all those projects are needed.

Mr. Draughn stated that the sewer outfall aerial project costs so much due to the Town having to pump around the line while it is being fixed.

Questions on the Utility Fund

Mr. Cozart asked if there were any questions about the Utility Fund. There were none.

State & Federal Shared Proceeds Revenue Estimate & Expenditures

Mr. Cozart stated that based on current year activities, the Town has set a next year budget of \$7,000. If they have to make larger expenditures, the line will have to be amended.

When asked by Mr. Draughn how much is in the drug fund, Chief Bates informed the Board that it was around \$50,000.

Powell Bill Revenue & Expenditures

Based on estimates from the League of Municipalities, the Town's allocation would decrease from \$139,764 (current year allocation) to \$138,203. The Town also budgets for the interest earned on those funds.

Alderman Mays asked what the Town got from the State in 2019. Mr. Cozart stated that it was approximately \$142,000. The amount has been going down every year.

Mr. Draughn stated that this is what the current pandemic will affect. People are not driving as much. The allocation may be lower than \$138,203 depending on how things progress. The Town will be cautious about spending any funds until the amount is set.

Mr. Cozart stated that the Department of Transportation is currently having cash flow issues. Normally the Powell Bill allotment is paid to the Town in two allocations: once in September and once in January.

Currently the Town has left in \$20,000 for the sidewalk project. The "Engineering" line item was increased due to the work they would be doing on the sidewalk project.

Senior Day Revenue

The Town estimated that the "Senior Day Out Revenue" line would be \$8,000 based on current year actuals. That number will be amended too if no money is allocated from the Town improvement expense.

QUESTIONS AND CLOSING COMMENTS

Comments by Alderman David Elder

Alderman Elder stated that things look good. Things have been trimmed where they could be. Expected increases are always present. With everyone working together, he is sure the Town can get by. He is happy with it.

Comments by Aldermen Gary Lingerfelt

Alderman Lingerfelt stated that the Board and staff have to look at it in the context of the Town being not the only one in the current situation. The Town is in a better position than some. The Town has to be proud of that.

Comments by Town Administrator David Draughn

Mr. Draughn stated that if things turn around, and he hopes they do, the Town can come back and talk about what can be added back in to the budget. The Town will have to wait and see. The current situation is frustrating.

Mr. Draughn thanked Ms. Watson for her work setting up the online meetings. The Town has a great staff.

Alderman Mays stated that the Board should thank the Department Heads and staff for all the sacrifices that have been made. The Town cannot sacrifice its citizens, but Department Heads have had to sacrifice a lot of things that are needed but had to be given up in order for the Town to continue going forward through this pandemic.

Alderman Tester stated that the Town will recover in time.

ADJOURNMENT

Motion was made by Alderman Thurman VanHorn, seconded by Alderman David Elder to adjourn the meeting at 4:42 p.m. The vote to approve was unanimous.

AYES: Mayor Pro Tempore / Alderman Randall Mays
Alderman David Elder
Alderman Gary Lingerfelt
Alderman Dallas Tester
Alderman Thurman VanHorn

NOES: None

Stephanie C. Watson
Town Clerk, CMC, NCCMC

Marla Thompson
Mayor

