

MINUTES OF MIDWAY TOWN COUNCIL BUDGET WORK SESSION HELD ON MARCH 26, 2018 AT 6:00 P.M. IN THE CONFERENCE ROOM AT MIDWAY TOWN HALL, 426 GUMTREE ROAD, MIDWAY, NORTH CAROLINA

CALL TO ORDER

Mayor John Byrum called the meeting to order and welcomed everyone present.

Councilors present were: John Byrum, Mike McAlpine, Jackie Edwards, Keith Leonard and Todd Nifong. Absent: Robin Moon. Interim Town Manager/Town Clerk Linda Hunt, Deputy Clerk Tammy Robertson, Town Attorney Jim Lanik and Assistant Director of Business and Membership Development Services with North Carolina League of Municipalities Rob Shepherd.

Each Councilor had been furnished an agenda prior to the meeting.

No members of press were in attendance.

BUDGET WORK SESSION

PROPOSED DRAFT BUDGET FOR FISCAL YEAR 2017-2018

A. Rob Shepherd, Assistant Director of Business and Membership Development Services with the North Carolina League of Municipalities spoke with Council about the two different forms of government that pertain to municipalities: Mayor/Council and Manager/Council. Currently, the Town exercises a Manager/Council form of government that allows for a Town Manager to carry out the goals of the Town that are set by the Town Council. Under the Mayor/Council form of government, Council delegates authority to the Town Administrator whereby under the Council/Manager form, the Town Manager's duties and responsibilities are statutory powers set forth in North Carolina General Statutes (NCGS) 160A-148 as follows:

- Direct and supervise the administration of all departments, offices and agencies of the city, subject to the general direction and control of the Council, except as otherwise provided by law.
- Appoint and suspend or remove all city officers and employees not elected by the people, and whose appointment or removal is not otherwise provided for by law, except the city attorney, in accordance with such general personnel rules, regulations, policies or ordinances as the Council may adopt.
- See that at laws of the State, the city charter and the ordinances, resolutions and regulations of the Council are faithfully executed within the city.
- Attend all meetings of the Council and recommend any measures that he deems expedient.
- Prepare and submit the annual budget and capital program to the Council.
- Annually submit to the Council and make available to the public a complete report on the finances and administrative activities of the city as of the end of the fiscal year.
- Make any other reports that the Council may require concerning the operations of the city departments, offices and agencies subject to his direction and control.
- Perform any other duties that may be required or authorized by the Council.

A Mayor/Council form of government allows for a more "hands on" approach from the Mayor and Council. They can work together to balance and pass a budget and enforce legislation for the municipality or have an administrator that carries out the duties of the Town as requested by the Mayor and Council.

In a Mayor/Council form of government where no Manager is involved, more of the responsibilities could be handled by the Clerk.

Mr. Shepherd advised Council on methods to change the Town's form of government from Council/Manager to Mayor/Council if Council elects to do so. Council would first need to change the Town's Charter (document establishing a municipality as a Town). Council could initiate the form of government change.

Mr. Shepherd advised Council on the three different methods available to amend the Town Charter in order to change from one form of government to another: 1) by local ordinance initiated by Council; 2) by petition from citizens of the Town; or 3) by local act of the General Assembly. The authority and process for locally initiated changes in the form of government are set out in NCGS 160A-101 through 160A-110.

Council is currently operating under the Council/Manager form of government but is evaluating both forms as a part of the process in determining the need for a full-time or part-time Manager or Town Administrator.

For information only.

B. Interim Town Manager/Town Clerk presented the proposed draft budget for fiscal year 2018-2019.

As proposed, the tax rate will remain the same at five cents per one hundred dollar valuation.

After review and discussion of the expenses as proposed, the following adjustments and notations were made:

Administration

- Increase in retirement (Required for employees working 1,000 hours per year) from 9.79% to 10.04%
- Delete Telephone line item and combine with Time Warner bundle package in Contracted Services
- Maintenance and Repairs – Have received quotes on maintenance service contract for HVAC
- Increase advertising from \$1,500 to \$2,000
- Additional discussion needed for Midway Economic Development, Town Hall Furnishings and Capital /Non-Capital Outlay

Public Safety

- Include funds for police hustles

Public Works

- Utilities – Pump Station – Released to Davidson County (check status with Town Attorney)
- Additional discussion needed for Mowing Contract, Beautification Project, Transportation – Break in Access, Roundabout and Landscaping
- Combine Town Park Recreation Development and Town Park–Capital Outlay. Will need to continue discussion

Planning and Zoning Appropriations

- Combine Code Enforcement and Contract Services/Zoning – with Davidson County

Cultural, Recreation, Economic Development

- Additional discussion needed

Councilor Todd Nifong said that Planning Board member Carl Tuttle requested consideration from Council on supporting the Arts Council.

Sewer Extension

- Delete Sewer Extension line item

Interim Town Manager/Town Clerk Linda Hunt will incorporate these changes into the proposed budget. Council will set the date for an additional Budget Workshop at their regular meeting to be held on April 2, 2018 at 7:00 p.m.

ADJOURNMENT

On motion by Councilor Jackie Edwards, seconded by Councilor Keith Leonard, Council voted unanimously to adjourn the meeting at 8:56 p.m.

John E. Byrum, Mayor

Tammy H. Robertson, Deputy Clerk