

**TOWN OF HILDEBRAN
COUNCIL'S CHAMBER
ALBERT PARKHURST
MUNICIPAL COMPLEX**

**APRIL 30, 2018
7:00 PM**

**SPECIAL MEETING
BUDGET WORKSHOP
MINUTES**

CALL TO ORDER

Mayor Hildebrand called the special meeting/budget workshop of the Town Council to order at 7:00 p.m.

COUNCIL PRESENT

The following members of the Board were present: Mayor Wendell Hildebrand and Council Members Cole Herrell, Ben Honeycutt, Theresa Messer, Mike Smith and Jody York.

STAFF PRESENT

The following staff members were present: Attorney Redmond Dill, Town Manager Thomas Drum, Town Clerk Alice Sanders, and Finance Officer Fredrick Rankins.

**CITIZENS & MEDIA
PRESENT**

See attached sheet.

APPROVAL OF AGENDA

Council Member Herrell made a motion to approve the agenda. All voted in favor.

**ORDER OF BUSINESS:
BUDGET WORKSHOP
PERSONNEL**

List of items that Council requested to be placed in the FY 18/19 budget:

- Mr. Drum stated that the FY 18/19 budget would consist of three full time employees and two part time employees. Council had no changes.
- Steve Young, The Grounds Keeper, has agreed to extend his contracts with the Town at the existing rates for two more years. The contracts include park maintenance, street maintenance/mowing, and weekend cleaning at the park. Council was in agreement.
- Matt Jensen, Jensen Lawn & Landscaping, has agreed to extend his contract with the Town at the existing rate for two more years. The contract is for snow removal on Town property and Town streets. Council was in agreement.
- Second contracted deputy and deputy vehicle.
- Contract with the WPCOG for technical planning assistance (Planner).
- Contract with the WPCOG for a code enforcement officer.

ADDITIONAL
SERVICES/CONTRACTS

- Stump removal at the park.
- Survey at the old school building site.
- Upgrades in the Community Room to include new paint, pictures, artificial plants, and purchase of additional chairs and tables to accommodate 100 people.
- Bat guano removal at the 3rd floor of the Albert Parkhurst Municipal Complex.
- Remediation of mold in the band room at the auditorium.
- Contract with the WPCOG to develop a recreation master plan.
- Splash pad funding.
- Bulk trash pickup for citizens one to two times a year.
- Add \$25,000 yearly to the economic development fund.
- Add \$25,000 to \$35,000 service fee to Calvin Reyes and the citizen focus group of young adults for research and surveys for vision of the Town.
- Change square footage lease rate for yearly leases from \$1.50 per foot to \$1.00 per foot.
- Coordinate with Burke County for a recreation program in the gymnasium to be run by the County.

CAPITAL PROJECTS

- Create a capital project for expenses for the project at the old school building site.

ANNOUNCEMENTS

Mr. Drum will present a balanced budget, incorporating all of the items above, and present to the Council at the May 21, 2018 regular meeting.

ADJOURN

All business being concluded, Council Member Messer made a motion to adjourn at 8:23 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Wendell Hildebrand, Mayor