

**TOWN OF HILDEBRAN
TOWN HALL
MEETING ROOM**

**APRIL 6, 2015
6:00 P.M.**

**SPECIAL MEETING
BUDGET WORKSHOP
MINUTES**

- CALL TO ORDER** Mayor Cook called the special meeting/budget workshop to order at 6:10 p.m.
- COUNCIL PRESENT** The following members of the Board were present: Mayor Virginia Cook, Council Members Brenda Banks, Wendell Hildebrand and Barbara Lowman. Council Member Lee Lowman arrived at 6:17 p.m. Council Member Jamie Hollowell was absent.
- STAFF PRESENT** The following staff members were present: Attorney Redmond Dill, Finance Officer Fredrick Rankins, Town Clerk Alice Sanders and Administrative Assistant Rebecah Isenhour.
- CITIZENS PRESENT** See attached list.
- MEDIA** No media attended the meeting.
- ADOPTION OF AGENDA** Council Member Hildebrand made a motion to adopt the agenda. All voted in favor.
- ITEM OF BUSINESS BUDGET WORKSHOP** Mr. Rankins reviewed the budget worksheet for the 2015-2016 fiscal year by line item. Points of interest include:
- There is a bill, if approved by legislature, which could result in a 10% reduction in sales and use taxes to the Town for budget year 2018-2019.
 - The Board of Elections will need WiFi for the gymnasium during the upcoming election.
 - Health insurance rates increased 5.25%.
 - B. Lowman requested to add Christmas banners in the budget, as previously discussed. The banners should be placed at all entrances into Town and match the digital sign lettering. Ms. Isenhour will provide pricing.
 - The Sheriff's Department will add a line for internet for the Deputy to be on the Sheriff's network. It was emphasized that Charter should run a line from the telephone pole and for them to caulk any holes with fire caulk. It was also discussed that a right of entry from the Town should be given prior to any work on the building.
 - The reserve fund for the Deputy's vehicle was increased to \$15,000 in anticipation of purchasing a SUV when the next vehicle is needed.
 - In anticipation of more trash disposal during the cruise ins, B. Lowman asked what the cost would be to get a larger trash dumpster and paper recycling dumpster and what the increased cost would be to dump the larger bins.
 - Additional funds were added for Labor Day fireworks in case

donations are not received.

- B. Lowman can get trash containers from Carolina Containers for the cruise ins.
- L. Lowman asked for all miscellaneous appropriations and expenses be shown as individual line items.
- B. Lowman asked that no large events be held in the auditorium during the cruise in season. Small events for back to school, Halloween, Christmas, Easter, Thanksgiving and 4th of July would be appropriate.
- The Farmers Market budget was increased to \$7,000 to include the purchase of four tents at a cost of \$200 a piece and two tables at a cost of \$100 each.
- The park expenditures line item was increased to \$9,000 to include adding an additional play item, connecting the paved track, adding solar lights and a security camera, and removing tree stumps.
- Mayor Cook will be contacting West Consultants regarding sidewalks on N. Center St. She will be applying for a grant with matching funds from the Town. Grant money should be available next July.
- Mayor Cook reported there may be an opportunity for a four way stop or a traffic light at the intersection of S. Center St. and Main Ave due to the County purchasing land at that area for a new Senior Center and Library.
- Mayor Cook informed Council that Powell Bill funds could also be used for a Greenway system for citizens. A vehicle would be driving a continuous loop through Town every 30 minutes to take citizens to the doctor, library, grocery store, etc. The cost to the Town would be \$20 an hour.
- L. Lowman stated that if the Town continues the ground maintenance at Hwy 70A and the railroad, then he wants all of the ground maintenance along Hwy 70 to be included.
- The snow removal contract with the Town expires June 30, 2015. The Board requested that the work be put out for bid to include Jensen Lawn & Landscaping. There was a request to add in the specifications that home owners' driveways should not be blocked with snow.
- L. Lowman asked for a copy of all contracts or leases. The attorney should review all leases and contracts prior to signatures and each contract should be signed by the Mayor and Mayor Pro Tem.
- Ms. Sanders reviewed a proposed policy for a budget amendment process.
- Ms. Sanders reviewed a proposed policy for advertising on the digital sign and will update the policy based on feedback.
- Ms. Isenhour will contact WatchGuard for staff training on programming the digital sign.
- Once the advertising on the digital sign policy is approved, a letter will need to be sent out to area churches and the fire department informing them that ground signs at the CVS intersection are no longer allowable, effective July 1. The letter should include information for submitting requests for the digital sign.

- Ms. Sanders reviewed a proposed policy for public comments.
- Policies will be approved at the regular meeting in April.
- Council had no objections for some of the money not used for the Easter Egg Hunt to be allocated for the purpose of advertising with WHKY and the newspaper for the craft show.

ANNOUNCEMENTS

If there is someone burning illegal items, like tires, call 911 and they will dispatch the fire department.

ADJOURNMENT

Council Member B. Lowman made a motion at 8:55 p.m. to recess the meeting to April 20, 2015 at 6:00 p.m. in the Meeting Room at Town Hall. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Virginia Cook, Mayor