

**MINUTES  
CITY OF DUNN  
DUNN, NORTH CAROLINA**

The City Council of the City of Dunn held a Special Call Meeting/Budget Work Session on Thursday, May 22, 2008, at 7:00 p.m. in the Dunn Municipal Building. Present was Mayor Oscar N. Harris, Mayor Pro Tem N. Carnell Robinson, Council Members Buddy Maness, Bryan Galbreath, Billy Tart, Chuck Turnage and Joey Tart. Also present was City Manager Ronnie Autry, City Planner Steven Neuschafer, Building Inspector Mike Blackmon, Recreation Director Perry Hudson, Police Chief B.P. Jones, Public Works Director Billy Addison, Public Utilities Director Dean Gaster, City Attorney P. Tilghman Pope, and City Clerk Debra West.

**INVOCATION**

Mayor Harris opened the meeting at 7:00 p.m. and asked Council Member Joey Tart to give the invocation. Afterwards the Pledge of Allegiance was repeated.

**AGENDA ADJUSTMENT**

Motion by Council Member Maness, seconded by Council Member Joey Tart to adopt the May 22, 2008 meeting agenda with changes, if any, as listed below.

*Items Added to the Agenda under Items for Discussion and/or Decision:*

- Rescind Bid Award to Eastern Environmental, Inc.
- Award Contracts for Demolition and Asbestos Abatement of the Civic Center/Old Armory

*Agenda Items Removed:*

- none

**Motion unanimously approved.**

**ITEMS FOR DISCUSSION AND/OR DECISION**

**RESCIND BID AWARD TO EASTERN  
ENVIRONMENTAL, INC.**

Manager Autry explained that bids were received to demolish and remove the old Civic Center/Armory. During the May 13, 2008 budget work session, the bid was awarded to Eastern Environmental, Inc.; however, the subcontractor for the demolition visited the site and found that he had bid a smaller armory and advised the City that he could not demolish this building for the price quoted. Mr. Autry asked that the Council rescind the bid award to Eastern Environmental, Inc.

Motion by Council Member Joey Tart, seconded by Council Member Maness to rescind the bid award to Eastern Environmental, Inc. for the demolition of the Civic Center/Old Armory. **Motion unanimously approved.**

**AWARD CONTRACTS FOR DEMOLITION AND  
ASBESTOS ABATEMENT OF THE  
CIVIC CENTER/OLD ARMORY**

Manager Autry explained that the next lowest bid for demolition was by Utilities Plus, Inc., in the amount of \$72,500. The bid for the asbestos abatement was by A B Control, Inc., in the amount of \$19,795.

Eastern Environmental, Inc.  
(Asbestos abatement & demolition)

\$69,985.00

Utilities Plus, Inc.  
(Demolition only)

\$72,500.00

Generations Construction Inc. (Demolition only)	\$79,000.00
Dixieland Timber Company, Inc. (Demolition only)	\$107,000.00
Daucom Clearing, Grading & Demolition (Demolition only)	\$112,742.00
AB Control, Inc. (Asbestos Only)	\$19,795.00

Motion by Council Member Billy Tart, seconded by Mayor Pro Tem Robinson to award the demolition contract to Utilities Plus, Inc in the amount of \$72,500 and the asbestos abatement contract to A B Control, Inc., in the amount of \$19,795 subject to the appropriate budget amendment brought forward at the June 5, 2008 regular Council meeting. **Motion unanimously approved.**

## **FY 08-09 BUDGET ADJUSTMENTS**

Manager Autry presented the following revised accounts from direction given to him at the May 13, 2008 budget work session.

### **General Fund**

#### **Revenues**

\$92,433	Additional \$19,650 tax base for utility companies
\$25,000	Additional .50 per month garbage fee making a new fee of \$12 per month
\$25,000	Reduction in insurance & bond account
\$54,000	(\$4,500 additional revenue- \$5 increase to \$65/per rental unit) \$60.00 per rental unit (900+ units) per year
\$21,000	Fire Permit Fees
<u>\$30,000</u>	Fund Balance
\$247,433 (\$251,933)	<b>Total</b>

Mr. Autry stated that after modifying the health insurance, dental and life insurance account, the savings was not as significant as thought. Through adjustments, \$30,000 from fund balance had to be deducted to fund revenues. Mr. Autry was directed to provide an updated budget with adjustments to the Council within the following week. Discussion was held that revenues are projected at a lower scale than what will actually be received. Discussion was held about the additional garbage rate fee which is impacted by the \$2.00/ton increase in tipping fees, and requirement to purchase a \$100,000 leaf/limb truck if the level of service remains the same and the debris containers are not implemented.

Further discussion was held about the service the city provides with leaf and limb pick-up, the fuel costs, labor and tipping fees paid by the City. Approximately \$400,000 yearly cost when the garbage contract is added with the leaf/limb pick-up. It was discussed that the \$12.00 per month garbage fee more than covers the cost for these services.

Discussion and concerns were voiced that the rental inspector's salary and vehicle is underestimated. Discussion was held to raise the inspection fee by \$5.00/per rental unit making the total \$65.00 per rental unit.

Much discussion was held about the projected revenue for fire permit fees. Council was presented with the current fire permit fee schedule.

### **General Fund**

#### **Expenses**

\$75,000	Salary Adjustments
\$54,000 (\$58,500)	Building Inspector for rental units & vehicle
\$30,000 (reduce to \$20,000)	Contributions to community service
\$10,000	PCS connection cards for police computers

\$40,000	Planning Technician position
\$20,000	Recreation storage building addition to Dr. P.K. Vyas Recreation Cntr.
\$12,433	Summer intern/administration – employee opportunities
\$6,000	Drop off site – recycling
<u>(\$10,000)</u> (added)	(added for Tyler Park Plan)
\$247,433 (\$251,933)	<b>Total</b>

Discussion was held about the compaction of salaries, especially in the Police Department. Mayor Harris stated that before allocating additional monies to a particular person, he would like the department head to come before the council to justify the increase. Discussion about the possibility of a tax increase next year to cover the additional costs of short-falls.

Discussion about the procedure the council will use to address requests for community services. It was discussed that these organizations come before the council for contributions. Written procedures need to be in place for these organizations to complete for submission for consideration, and the percent that is taxed to the entire citizens to give to some of these organizations. Community funding stopped in FY 01-02 when the state withheld funding to the City.

Discussion about the PCS Connection cards which will allow for the officer to have direct connection to the network for driver's license stops without having to call dispatch for checks.

Discussion about raising the Planning department fees (rezoning, conditional use permits, etc.) to aid in off-setting the cost for a planning technician. The Council asked that the Planning Director do a cost analysis of the current fees compared to other municipalities.

Discussion was held about starting the process of summer employment opportunities for the youth.

Recycling drop-off site will consist of two (2) co-mingled 8 yard frontload containers, serviced one time per month for \$505.00 per month and two (2) corrugated cardboard 8 yard frontload containers, serviced one time per month for \$95.00 per month. The co-mingled containers will be painted yellow so that they are easily identifiable. They will be stickered so they clearly identify what is acceptable to put in the container. Previous drop-off sites have been located behind the Civic Center; however, they will have to determine a site for the containers. Encourage recycling on the government channel with the City taking the lead.

Discussion held about the need to upgrade the concession stand and bathrooms at Tyler Park. The request for a study of the Tyler Park Plaza was not included in the expenditures. Discussion about including the Tyler Park Plan in the budget. Discussion to reduce the community contributions to \$20,000 and allocate \$10,000 for the Tyler Park Plan. Discussion to apply for PARTF grant by the January deadline. The council discussed obtaining the old Harnett High school building with development for elderly apartments. Discussion held about repairing the bathrooms at Codrington Park.

*Recess – 8:50 p.m. – 8:55 p.m.*

Mr. Autry explained that the fund balance proposed would be used as a last resort.

#### **Proposed Budget Adjustments – Water Fund**

##### **Revenues**

\$30,000 Proposed budget line item for contingency – c/o projects

##### **Expenses**

\$30,000 Salary Adjustments

##### **Lease Purchase Vehicles**

\$125,000 Five (5) police cars

\$100,000 Truck for limb and debris pick-up if an agreement

Is not made for this service by private contractor

## **RENTAL HOUSING ORDINANCE**

City Attorney Pope presented a proposed draft rental housing ordinance. Mr. Pope explained that the only exemption to this ordinance is if a building is owned by the government. There are different government subsidy programs. Criteria must be established. Fees can be assessed to all housing; however, the city will accept government subsidy housing inspections in lieu of a city inspection. Everyone pays the annual fee with the exception of government owned buildings. Any property that can prove inspection by another government agency will be exempt from a city inspection unless the city receives a complaint.

## **CURFEW ORDINANCE**

City Attorney Pope presented a proposed Curfew Ordinance. Much discussion was held about the need for this ordinance and the times to implement the curfew. Recommended curfew time was 11:00 p.m. to 6:00 a.m.

## **NOISE ORDINANCE**

City Attorney Pope presented a proposed Noise Ordinance. Chief Jones is recommending the Town of Manteo's ordinance. Discussion about implementing penalties in graduating steps.

## **DEBRIS CONTAINERS**

Republic Waste Services of Dunn submitted a proposal to pick up yard debris carts three (3) days a week for a fee of \$4.70 per cart per month. Cost for the pick-up of 3,775 carts would be approximately \$213,000.

He stated that he evaluated all areas that savings would occur by going to the debris cart pick-up and found that it would be a savings of approximately \$125,000. It would cost an extra \$88,000 to convert to this method of collection.

Debris containers will not be feasible at this time.

## **DROP-OFF SITE FOR RECYCLING**

Mr. Autry provided a quote of \$6,000 to provide a drop-off site for recycling

## **HANNA'S POND**

This issue will be discussed at a later date.

## **WEEDED LOT PROCEDURE AND FEES**

The Council deferred discussion on this subject.

## **ABANDONED CARS**

Discussion that this ordinance needs to be reinforced.

## **RESURFACING PLAN**

Manager Autry spoke with the Local Government Commission (LGC). Formality to go through this process. Once the audit is complete, he can proceed with further study of implementing this plan. Discussion and concern was mentioned about the areas targeted and distributing among the districts, and those streets that most need to be resurfaced.

## **DRAINAGE ISSUES**

Discussion about options for addressing this subject.

## **DOWNTOWN SIDEWALKS, CURBS AND UTILITIES**

The Council deferred discussion on this subject.

## **EMPLOYEE SALARY INCREASES**

Manager Autry stated that a 3% COLA has been factored into the budget as well as a lump sum amount of \$75,000 from the General Fund and \$30,000 from the Water Fund for salary adjustments to address the compaction of salaries.

## **SUMMER EMPLOYMENT**

Manager Autry stated that \$12,433 has been factored into the budget to hire summer interns. Concerns have been raised to offer summer employment opportunities to the youth.

## **COUNCIL CONTRIBUTIONS TO COMMUNITY SERVICES**

This amount was reduced from \$30,000 to \$20,000 to address requests for council contributions to community services. Discussion about the process to use was held earlier in the meeting.

Mayor Harris asked Manager Autry for a copy of the audit on June 5, 2008.

Mayor Harris updated the Council on the pending Fire/Rescue merger. Mayor Harris thanked the Council for their time devoted in the budget process.

With no further business, motion by Council Member Joey Tart, and seconded by Council Member Maness to adjourn the meeting at 9:55 p.m. **Motion unanimously approved.**

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Oscar N. Harris  
Mayor

Attest:

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Debra G. West  
City Clerk