

BUDGET WORK SESSION
MAY 14, 2015

The Pender County Board of Commissioners met in Budget Work Session with County Departments on Thursday, May 14, 2015 at the Pender County Public Assembly Room, 805 S. Walker Street, Burgaw, North Carolina.

In attendance were: Board Chairman David Williams and Vice-Chairman George Brown; Commissioners Fred McCoy, David Piepmeyer, and Demetrice Keith; Randell Woodruff, County Manager and Clerk to the Board; Melissa Pedersen, Deputy Clerk to the Board; Sylvia Blinson, Interim Finance Director; and other staff.

Chairman Williams called the Work Session to order at 4:05 p.m.

Sheriff Carson Smith offered the Invocation.

The meeting began with some brief discussion on the tax base, improving economy, sales tax, and the budget message.

Each Department Manager was available to answer questions that they Board may have. Mr. Woodruff had provided advance copies of the recommended Department Budgets. Mr. Woodruff and Ms. Blinson explained the proposed tax increase and why it is needed citing a former tax increase which was not implemented several years ago, bonds, county projects, and added increase in healthcare coverage for employees. A brief discussion also ensued regarding lottery revenue.

The following Departments reported:

Health Department – At 4:26 Health & Human Services Director Carolyn Moser and Finance Assistant Donna Ramos appeared before the Board to answer questions the Board might have about the Health Department's Budget. Mr. Woodruff noted that there had been a reduction in the mobile dental clinic. Ms. Moser added in that she tried to make cuts where possible. Discussion ensued regarding grants; and revenues in environmental health.

DSS – At 4:35 Health & Human Services Director Carolyn Moser, Social Services Director Dr. Reta Shiver, and Administrative Assistant Jackie Jordan-McLeod appeared before the Board to answer any questions the Board might have regarding the Social Services Budget. Ms. Blinson stated that this department has a complicated budget. There was discussion about revenues from the state and federal level as well as expenditures. It was also noted to the board that new requests, temporary services, and overtime have been cut back for this department. The Board held discussion regarding Health Insurance including the State Health Plan.

Veterans – At 4:55 Veterans Services Director Roy Horne appeared before the Board to answer any questions the Board might have regarding the Veterans Services Budget. Mr. Woodruff noted that this department had one reclassification request that had been removed due to budget constraints. Discussion ensued regarding the need for this reclassification. Chairman Williams said that the Board would take the request under consideration. Mr. Brown asked that staff collect all of the reclassification information together to present to the Board. Discussion then ensued regarding space. Mr. Horne stated that the space he currently has is too enclosed and veterans who have been diagnosed with PTSD have a hard time meeting in the enclosed space. It was suggested that this department move to the Agriculture Building. There Board discussed overall space issues and possible solutions.

Elections – At 5:10 Elections Director Dennis Boyles appeared before the Board to answer any questions the Board might have regarding the Elections Budget. Mr. Boyles stated that there are many elections for this fiscal year that drive this budget. Discussion ensued regarding the \$12,000.00 reduction in the budget for precinct workers recommended by Mr. Woodruff. After discussion regarding election dates for this fiscal year and the need for these precinct workers, Chairman Williams requested that this \$12,000.00 be added back into the recommended budget.

Sheriff/Jail/Animal Control – At 5:20 Sheriff Carson Smith and Administrative Assistant Annette Applewhite appeared before the Board to answer any questions the Board might have regarding the Sheriff's Department Budget. Mr. Woodruff stated that the biggest changes in the Sheriff's budget was a reduction in positions requested. Discussion ensued about courthouse security and an Annex Magistrate. Discussion also took place regarding reclassifications requested in the budget that were not recommended by the manager. The budgets for both the Jail and Animal Control were also discussed, and no changes were made to either of those budgets in the recommended budget.

Library – At 5:47 Library Director Mike Taylor appeared before the Board to answer any questions the Board might have regarding the Library Budget. Mr. Taylor stated that there was no real increase in the budget for the Library and that he does try to operate conservatively. Mr. Taylor did state that both the Burgaw Library and the Hampstead Library need their book drops replaced due to weather related damage and age. In regards to salaries, Mr. Taylor stated that he was requesting two temporary positions but that there was no increase in the dollar amount for salaries. Mr. Taylor also mentioned to the Board about a complement about the York house and all of the positive feedback he has received from the public regarding it.

Housing – At 6:04 Housing Director Judy Herring appeared before the Board to answer any questions the Board might have regarding the Housing Budget. Discussion ensued about the needs of both Country Court and Section 8. Ms. Herring stated that there were no monetary changes in the Housing Department budget, only a shift in where the money is budgeted. There was brief discussion regarding getting Seven Oaks Apartments self-sustaining and possible changes there.

Tourism – At 6:11 Tourism Director Tammy Proctor, TDA Chair Anita Afify, and TDA member Buddy Fowler appeared before the Board to answer any questions the Board might have regarding the Tourism Budget. Discussion ensued regarding economic development its link with tourism and branding Pender County. The TDA discussed money that has been spent year to date on Tourism in Pender County. Discussion then ensued regarding the Fireball run with regards to its roots, purpose, and economic impact on Pender County. There was also discussion on the website, cuts on advertising, and the blueberry festival.

Parks & Recreation – At 6:38 Parks & Recreation Director Dee Turner appeared before the Board to answer any questions the Board might have regarding the Parks & Recreation Budget. Discussion ensued regarding reductions that had been made from the requested budget with regards to line items for maintenance, gas, and supplies. Discussion also took place regarding space and the expansion of Kiwanis Park. The Board also discussed working with youth organizations and bookkeeping. Donations to El Puente were also discussed.

Finance – At 7:32, Ms. Blinson discussed the Finance Department budget. Topics of discussion included the need for a new position, the status of the new finance director position, and the need for training and credentials for finance positions. Discussion then ensued regarding the Bond Sale that is set to close on May 27th. Commissioners also discussed the past history of the Finance Department as well as the status of the Audit Firm.

Non-Departmental – At 8:10, discussion ensued regarding Non-Departmental Budget. The Board discussed bank fees and a possible change to First Citizens Bank due to their location.

Debt Service – At 8:17, discussion ensued regarding County Debt Service. Discussion focused on leased vehicles including vehicles that are needed, and those that are not. Discussion also took place about leased equipment and software for various departments.

Outside Agencies – At 8:32, the Board discussed outside agency requests. Agencies discussed were Pender Adult Services, Pender Soil & Water Conservation, Wallace Airport, Cape Fear Community College, and the Highway 17 Association. The Board decided to cut the Highway 17 Association from the Budget and put that money toward another entity that would work towards the county's needs. The board also suggested reducing the Pender Adult Services contribution to \$150,000 if allowable.

Transfers – At 8:54, the board held a brief discussion regarding transfers. Mr. Woodruff gave a handout to the Board as a replacement page, moving around figures. Topics discussed were transfers to school and school bond debt, and tax refunds and releases as it relates to fire departments.

Mr. Woodruff reviewed the topics of the meeting noting:

- Elaborating on the 3.5% increase portion in the Budget Message
- Generating a Cumulative Report on employee re-evaluations
 - With specific information on Veterans Services Department
- Replace funds for precinct workers: \$12,780.00
- The need for a Magistrate and Deputy in the Hampstead Annex
 - Possibility of a Web based Magistrate
- Courthouse Security
- No Change in Library Funds but money moved to hire 2-3 Part-Time / Temporary workers
- Kiwanis Park Funds
- Coroner Information

Brief discussion also took place regarding the handling of cash for County Departments.

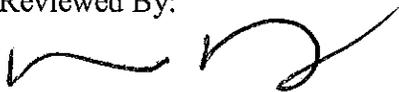
The Budget Work Session adjourned at 9:23 p.m.

Respectfully Submitted,



Melissa Pedersen, Deputy Clerk to the Board

Reviewed By:



Randell Woodruff, Clerk to the Board