

MINUTES

The Town of Manteo Board of Commissioners held their June 1, 2005 adjourned/recessed session budget workshop in the Manteo Town Hall meeting room, June 9, 2005 at 4:00 PM

The following members were present: Mayor John Wilson
Commissioner Lee Tugwell
Commissioner Dellerva Collins
Commissioner David Farrow
Commissioner H. A. Creef

The following member(s) were absent: Commissioner Larry Belli
Commissioner Edward Etheridge

Also present at the meeting were: Town Clerk –Becky Breiholz
Finance Officer-Shannon Twiddy

Mayor Wilson called the Adjourned/recessed meeting of June 1, back to order at 4:13 pm for a budget workshop.

SUBJECT: Review Budget-The Board resumed their discussion on the budget looking for items to reduce the budget and increase revenues. The Board discussed General fund revenues and possibly increasing building permits and development review fees. Add \$60,000 to building permits and review fees. Expenses discussed and the Board would like to cut \$10,000 Government Access programming. The Board discussed the 4% cost of living raise that had been included in this draft budget and the board would like the 4% salary increase be based upon the employees that are employed as of July 1, 2005 and not include the manager's salary; divided by the number of employees. Under Finance repair and maintenance office equipment reduce to \$1,000; under Public Buildings reduce telephone and postage by \$2,000. Remove the wellness program under Police Department; reduce contracted services to \$5,000; remove Capital outlay equipment miscellaneous. The Board had a lengthy discussion on capital outlay equipment, Public Works would like to purchase a vacuum to clean out the catch basins, which Public Works and Water and Sewer were going to split the cost of. The Board decided to leave the money in the budget but before it is purchased make sure it is actually what we need and if we need something that cost more purchase that. Commissioner Tugwell will speak with James McCleave regarding the purchase of this equipment. Reduce the vehicles supply in Planning Department to \$1000.00; reduce other supplies to \$1,000; remove IT as it has been included in another line item. Lengthy discussion took place on the Dare County Tourist Bureau Grant for repairs to the boat ramp for \$49,500 the Board decided to reduce that line item to \$100,000. The weather tower was discussed and Ms. Twiddy commented that NCDOT was ready to deliver the tower. The Board discussed the footers and it was commented that all that needs to be done is 4 holes be dug and pour concrete around it. Special Events Miscellaneous the Board asked that \$3600 be a separate line item for First Fridays and \$1400 to miscellaneous expenses. Reduce Information Technology Broadband line item to \$1,000. Water and Sewer revenues the Board would like to add \$140,000 to utility extension fees. Remove the \$37,000 from the I&I study on sewer operations. Contracted services in sewer operations was discussed and Commissioner

Tugwell would like a breakdown as to what was paid Makinson and what was paid for sludge hauling. The Board would like the fund balance to not go under 50% and would like next year fund balance to be what it is this year and last year.

MOTION: Commissioner Tugwell seconded by Commissioner Collins to adjourn/recess at 6:00 pm until June 29th, 2005 at 4pm at the Town Hall to discuss the budget was approved by the following vote: Ayes: Commissioner Creef, Farrow, Collins and Tugwell. Noes: None. Absent: Commissioner Belli and Etheridge

This 9th day of June 2005

ATTEST:

Mayor John Wilson, IV

Town Clerk Becky Breiholz