

BURNSVILLE TOWN COUNCIL
Budget Work Session
Monday, May 9, 2022, 10am

On Monday, May 9, 2022, the Burnsville Town Council with Mayor Russell Fox, Judy Buchanan, Denise Collier, Bill Wheeler, and Randy Ollis present held a special meeting at the Burnsville Town Center. Also in attendance were Heather Hockaday, Leslie Crowder, and Chad Fox. Mayor Fox called the meeting to order at 10:03am.

Approval of offer on acceptance of the new water treatment plant loan - Town Manager Heather Hockaday said that the Council should wait on taking action on this item, saying that the DEQ acceptance package contained an interest rate that may change. She is waiting for a response from DEQ and recommended the Council vote when they know exactly what the interest rate is.

Consideration of grant project ordinances - Finance Officer Leslie Crowder presented two project ordinances. Councilor Bill Wheeler moved to approve Project Ordinance CDBG #16-I-3154. Councilor Judy Buchanan seconded the motion, which carried.

Councilor Randy Ollis moved to approve Project Ordinance CDBG #20-I-3604. Judy Buchanan seconded the motion, which carried.

Conduct a budget work session for FY 2022-2023 budget - Mrs. Hockaday began the budget work session by reviewing how governments in surrounding areas were addressing the COLA (cost of living adjustment) for their employees. Councilors discussed options with a percentage raise in combination with a cash bonus. The councilors were all in agreement to award employees a 2.5% raise to their pay rate and a \$500 bonus to address recent increases to the cost of everyday expenses.

With there being no further business, Randy Ollis made a motion to adjourn at 10:33am. Judy Buchanan seconded the motion, which carried. The meeting adjourned.



J. Chad Fox, Town Clerk





T. Russell Fox, Mayor



Grant Project Ordinance CDBG #16-I-3154

BE IT ORDAINED by the Burnsville Town Council, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following grant projects are hereby adopted:

Section 1. The projects authorized are the Community Development Block Grant – Infrastructure Projects described in the work statement contained in the Grant Agreements between this unit and the NC Department of Environmental Quality (NCDEQ)

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of NCDEQ and the budget contained herein.

Section 3. The following revenues are available to complete the preliminary design, the engineering report, environmental review, and a portion of grant administration for this project:

Main Sewer Interceptor (West) Improvements	\$ 125,400
CDBG #16-I-3154	

Section 4. The following amounts are appropriated for the project:

Main Sewer Interceptor (West) Improvements – CDBG #16-I-3154

Planning	\$ 30,500
Administration	\$ 94,900
Total	\$ 125,400

Section 5. The Finance Officer is hereby directed to maintain within the Grants Project Fund sufficient specific detailed accounting records to provide the accounting to the grant agency required by the grant agreement(s) and federal and state regulations.

Section 6. Requests for funds should be made to the grantor agency in an orderly and timely manner as funds are obligated and expenses incurred.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 4th day of May, 2022.



Mayor

ATTEST:



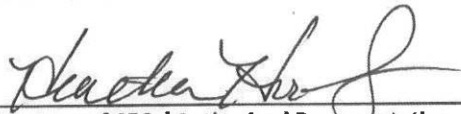
Clerk

PROJECT BUDGET REVISION

A. CDBG-I Grant Name and Grant Number: Burnsville Main Sewer Interceptor (West) Improvements #16-I-3154

B. Budget Revision Number: **1**

Use of Funds	Present Budget	Proposed Change In Budget +/-	Revised Budget
C. Public Facilities and Improvements			
(9) Street Improvements			
(10) Flood and Drainage Improvements			
(11) Pedestrian Improvements			
(12) Other Public Facilities			
(13) Public Sewer Improvements	\$	\$ -	\$ -
(14) Public Water Improvements	\$	\$	\$ -
(15) Housing Rehab - water connections	\$ -	\$ -	\$ -
(16) Housing Rehab - sewer connections	\$ -	\$ -	\$ -
Planning	\$ 25,000.00	\$ 5,500.00	\$ 30,500.00
Administration (10%)	\$ 100,400.00	\$ (5,500.00)	\$ 94,900.00
TOTAL	\$ 125,400.00	\$ -	\$ 125,400.00



Signature of CEO / Authorized Representative

Heather Hockaday, Town Manager

Name & Title of CEO / Authorized Representative

1/25/22

Date

Note: Include updated IDIS forms with this request.

Town of Burnsville



Grant Project Ordinance CDBG #20-I-3604

BE IT ORDAINED by the Burnsville Town Council, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following grant projects are hereby adopted:

Section 1. The projects authorized are the Community Development Block Grant – Infrastructure Projects described in the work statement contained in the Grant Agreements between this unit and the NC Department of Environmental Quality (NCDEQ)

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of NCDEQ and the budget contained herein.

Section 3. The following revenues are available to complete the design, engineering, and construction activities and a portion of the grant administration for this project:

Main Sewer Interceptor (West) Improvements	\$1,874,600
CDBG #20-I-3604	

Section 4. The following amounts are appropriated for the project:

Main Sewer Interceptor (West) Improvements – CDBG #20-I-3604

Engineering & Design	\$ 235,000
Construction	\$ 1,602,000
<u>Administration</u>	<u>\$ 37,600</u>
Total	\$ 1,874,600

Section 5. The Finance Officer is hereby directed to maintain within the Grants Project Fund sufficient specific detailed accounting records to provide the accounting to the grant agency required by the grant agreement(s) and federal and state regulations.

Section 6. Requests for funds should be made to the grantor agency in an orderly and timely manner as funds are obligated and expenses incurred.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 9th day of May, 2022.



Mayor

ATTEST:



Clerk

Project Budget (for Construction Projects Only) Burnsville CDBG-I #20-I-3604			
	Division Funding Requested	Other Secured Funding Source(s)	Total Cost Amount
Indicate construction costs by line item (e.g., linear feet of different-sized lines)			
Construction Costs			
Mobilization	\$42,500		\$42,500
12,999 LF 10"HDPE sewer line by pipe bursting	\$1,169,910		\$1,169,910
120 sanitary sewer service taps	\$93,000		\$93,000
20 point repair sewer service taps	\$24,960		\$24,960
58 manhole rehabilitations	\$116,000		\$116,000
Erosion Control	\$10,000		\$10,000
Easements	\$??		\$??
Contingency (10% of construction costs):	\$145,630		\$145,630
Construction Subtotal:	\$1,602,000		\$1,602,000
Engineering Costs			
Project Management	\$31,500		\$31,500
Engineering Design	\$60,000		\$60,000
Permitting	\$8,500		\$8,500
Land Surveying Costs	\$13,500		\$13,500
Bidding	\$10,500		\$10,500
Construction Administration	\$57,000		\$57,000
Construction Observation	\$42,500		\$42,500
Project Closeout	\$11,500		\$11,500
Engineering Subtotal:	\$235,000		\$235,000
Administration Costs			
Grant Administration (if applicable)	\$37,600		\$37,600
Administration Subtotal:	\$37,600		\$37,600
TOTAL PROJECT COST:	\$1,874,600		\$1,874,600
<p>A PE Seal for the estimate <u>must be provided</u> in the space to the right for the application to be considered complete.</p>			

COLA options and what they would cost per fund

(Cost of Living Adjustment)

The reason for more discussion on COLA this year is that we had normally gone with a Dept of Labor website, but this year it is saying 3.2, and the Social Security one is 5.9%. Just thought a little more information would be good to have this year.

General Fund	2.00%	2.50%	2.70%	3.00%	3.20%
Total cost	\$ 16,686.00	\$ 20,964.00	\$ 22,646.00	\$ 24,951.00	\$ 26,614.00

(Including benefits)

At this time there is around a surplus in the General Fund of around \$110,000 that amount will decrease depending on which option you choose. We had also talked about doing a smaller increase and doing a \$ 500 bonus which would cost close to \$7,588.

Both funds currently have 14 employees, with some being split between funds.

We have built in for a new employee in the water/sewer fund so they will have 15.

Water/Sewer	2.00%	2.50%	2.70%	3.00%	3.20%
Total cost	\$ 19,390.00	\$ 24,238.00	\$ 26,177.00	\$ 29,086.00	\$ 31,024.00

(Including benefits)

Workers in this fund make \$15.75 -\$24.34 hourly.

Before the rate increase there is surplus of around \$121,925.00 in the Water/sewer Fund.

That amount will decrease depending on which COLA option you choose.

We had also talked about doing a smaller increase and doing a \$ 500 bonus which would cost close to \$7,588.