



# BUDGET WORKSHOP

Town Council Chambers, Moncks Corner Municipal  
Complex, 118 Carolina Avenue  
THURSDAY, SEPTEMBER 04, 2025 at 1:00 PM

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## MINUTES

### CALL TO ORDER

The Budget Workshop was called to order by Mayor Thomas J. Hamilton, Jr. at 1:00 p.m.

#### Present:

Mayor Thomas J. Hamilton, Jr.  
Mayor Pro-Tem David A. Dennis, Jr.  
Council Member DeWayne G. Kitts  
Council Member James N. Law, Jr.  
Council Member Latorie S. Lloyd  
Council Member Chadwick D. Sweatman  
Council Member James B. Ware, III

#### Staff Present:

Jeffrey V. Lord, Town Administrator  
Marilyn M. Baker, Administrative Services Director/Clerk to Council  
Justine H. Lovell, Finance Director

### AGENDA ITEMS

#### **Discussion:** FY 2026 Budget

Administrator Lord presented the revised requested budget. He reported that the following changes were incorporated:

- Revenues for the changes in fees for Sanitation, Storm Water, Land Development Applications, Board Action Applications, Recreation Fees and Facility Rentals.
- Expense for the Wellness Center has been excluded from the current budget but may be reconsidered in the future.
- Revenue projections increased approximately \$1,000,000.

#### **Vehicle Discussion:**

Council requested that the vehicle requests be revisited. Administrator Lord provided Council with detailed information for clarification regarding vehicle requests. The following was discussed and approved.

- Administration Vehicle - \$40,000 - The Admin 2016 Chevrolet Impala will be sold as surplus.
- Community Development Vehicles - \$70,000 - The 2017 Ford Escape will be sold as surplus, and the 2023 Ford F-150 will be transferred to Public Services.
- Fire Department Vehicle and Upfit of UTV - \$106,660 - The Fire Chief's 2016 Chevrolet Tahoe will be transferred to the CRR Fire Captain position.

- Police Department Vehicles \$573,639 – The Police Department initially requested 3 Chevrolet Tahoes and 4 Chevrolet Silverado Trucks. After some discussion the consensus of Council was to approve the purchase of 5 new Chevy Tahoe's and 2 Chevrolet Silverado Trucks. Additionally, Council approved the purchase of a new Harley Davidson Motorcycle with equipment at a cost of \$66,014. Four (4) 2017 Ford Explorers and one (1) 2013 Dodge Charger will be surplus. Council requested that Administrator Lord verify all associated equipment costs and fees to ensure the accuracy of their requests.

#### **Other Discussion:**

Council previously expressed concern regarding the high percentage of the Town's budget allocated to salaries. In earlier discussions, it was noted—based on data from the MASC website that salaries for the City of Mauldin accounted for only 15% of their total budget. Administrator Lord questioned the accuracy of that figure and conducted a review of the City of Mauldin's actual budget. He believes the original figure may have excluded benefit costs, resulting in a significantly lower percentage. Upon analysis, he found that salaries plus benefits in the City of Mauldin listed comprise approximately 48% of their budget. He further reviewed budgets from the City of Goose Creek, City of Hanahan, and the Town of Mt. Pleasant, finding that their salary and benefit allocations also average between 46% - 48%. Based on this research, the Administrator concluded that a 48% allocation for salaries and benefits is consistent with comparable municipalities, aligning closely with the current percentage observed in the Town of Moncks Corner. He further noted that variations in reported percentages may depend on whether the figures are based solely on the general operating fund or include special funds. These distinctions can significantly impact the overall calculation. Administrator Lord added that over the last few years, workers compensation insurance has doubled, health insurance has increased considerably.

Council Member Sweatman asked Administrator Lord to help him understand pay increases. Administrator Lord explained that employees receive merit increases every year based on their performance. Merit increases range from 0 – 5%. Council has approved a cost of living increase twice during his administration. Increases come before Council during the budget process. We also award increases when employees receive certifications, earn a degree and .5% longevity pay for every five years of service with the Town.

Council Member Sweatman requested clarification regarding salary increases related to education expenses and “degree bumps” for employees. Administrator Lord explained that employees are eligible for salary incentives only when they earn certifications or degrees that exceed the minimum qualifications for their position. Education expenses are reimbursed only if the degree or certification is directly relevant to the employee's current role, and the employee must maintain an A/B average to qualify for reimbursement and associated incentives. The average salary increase associated with earning a qualifying degree is approximately 10% within the salary range of the position. Administrator Lord noted that this policy helps to attract qualified candidates and encourages continued professional development among current staff.

Council Member Sweatman emphasized the importance of Council understanding how the program works so they can clearly explain any related salary increases to the public if questioned.

### **Parade Entry Fee:**

Mayor Hamilton recommended revising the parade entry fee policy to allow non-profit organizations and schools to pay half of the standard \$50 fee to participate in the parade of \$25. Following discussion, Council reached consensus to approve the proposed fee adjustment.

### **Depot Fees:**

Mayor Hamilton expressed concerns regarding the Depot rental fee adjustment discussed during the August 13, 2025, Budget Workshop. He recommended reducing the weekend rental rate (Friday–Sunday) from \$800 to \$500.

After some discussion, the consensus of Council was to maintain the current \$800 fee, with the possibility of revisiting the matter in the future.

### **Administrator Lord provided Council with an update on the following as information and for budget purposes:**

**RC Dennis Sidewalk** – Waiting on SCDOT to do their engineering. The match has been budgeted in the amount of \$312,000 for the \$1,248,000 grant. He made Council aware that the match could possibly increase.

**Lacey Park** – Still working on this. This is a \$2.4M budget with a \$500,000 match. Council Member Ware asked when the grant will expire. Finance Director Lovell responded – December 2026. Administrator Lord added that permitting has been an issue with the Core because of the Branch, however that has been resolved.

**Heatley Street Parking** – Still working on this with the Berkeley County School District and the County. We have applied for a \$350K grant with a \$350K match. The County has offered to provide in-kind services toward the match. There could be changes therefore the balance is still unknown at this time.

**Murray and Main Street Intersection** – Waiting on a SS4A Grant Study (Townwide Traffic Study) to pursue grants. We can use impact fees to help fund this project.

### **Special Council Meeting Scheduled:**

A Special Meeting of Council to do first reading on the Budget Ordinance was scheduled for Monday, September 8<sup>th</sup> at 8 a.m.

**EXECUTIVE SESSION** – Council did not go into executive session to discuss the following.

- 2. Discussion:** Personnel/Contractual Matters pertaining to the FY 2026 Budget

### **ADJOURNMENT**

Motion was made by Council Member Law, seconded by Council Member Sweatman to adjourn the Budget Workshop of Council. Motion was approved unanimously as follows.

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware

The meeting was adjourned at 3:08 p.m.

A copy of this meeting's agenda was e-mailed to the Post and Courier, The Berkeley Independent, Live 5 News, Channel 4, Channel 2, and The News Journal Scene. As required,

the agenda was posted on the Municipal Complex bulletin board and the Town Website at least 24 hours prior to the meeting.

Minutes Approved and Adopted:

<hr/>	<u>September 16, 2025</u>
Marilyn M. Baker/Clerk to Council	DATE