



**MINUTES OF THE
TOWN COUNCIL 3rd BUDGET WORKSHOP
THURSDAY, APRIL 15, 2021 @ 5:30 pm
The Hut Meeting Facility
413 Johnston Drive, Pineville, NC**

The Town Council of the Town of Pineville, NC, met in a Budget Workshop on Thursday, April 15, 2021 @ 5:30 p.m. The meeting was held at The Hut Meeting Facility utilizing ZOOM.

ATTENDANCE

Mayor: Jack Edwards
Mayor Pro-Tem: Melissa Davis
Council Members: Amelia Stinson-Wesley, Les Gladden and Joe Maxim
Town Manager: Ryan Spitzer
Town Clerk: Barbara Monticello
Finance Director: Richard Dixon
Planning & Zoning Director: Travis Morgan
Don Mitchell: Electricities
Police Chief: Michael Hudgins

CALL TO ORDER

Mayor Jack Edwards called the meeting to order at 5:30 p.m. and asked for a motion to open the meeting. Council Member Joe Maxim moved to open the meeting, seconded by Mayor Pro Tem Melissa Davis. There were ayes by all and the meeting was opened.

Town Manager Ryan Spitzer handed out revised revenue projections. With these updated figures, it now puts the town at \$135,000 over what we projected.

Planning and Zoning Director Travis Morgan went over his budget information. 2021 Zoning violations totaled 120, down from 178 in 2020. With Covid-19, many businesses were closed, which explains the lower number of violations.

Sign Permits = 100 this year, 63 last year. 15 Zoning Verification Letter last year, and 16 so far this year.

Site Plans, last year we had 90. So far this year, we have 63.

Johnston Road = Project # EB5949 = \$1,115,000. CDBG Part 1 = Renewal = \$133,574 + environmental civil design. CDBG Part 2 = South Polk Sidewalk = \$139,436. Park Road Crosswalk + NC51 Median = #U6806 = \$1,000,000 Town contributing. These items are all Grants.

Mayor Edwards asked Director Morgan if the CBDG Part 2 Grant included sidewalks on school side of the road. Travis stated that it stops just shy of it – due to redoing the Lowry Road right-hand turn lane. Mayor then asked if the Park Road Crosswalk had been pushed up sooner than 2025. Travis replied no, it has not.

Director Morgan stated his Primary Budget is the same as last year. Contract Services increased due to Comprehensive Land Use Plan at \$82,000. Dues and subscriptions increased slightly as well.

Mayor Pro Tem Melissa Davis asked about animal control and if we were working with the Police Department to reduce costs? A brief conversation took place and Mayor Pro Tem Davis suggested we get back with P.D. to work with them before calling animal control.

Goals: 1) Complete comprehensive land use plan.
2) Complete overlay district update.
3) Advance sidewalks and pedestrian walkability.

Council Member Joe Maxim asked if we still have an engineer to assist us in construction. Manager Spitzer said yes, it is under Public Works now. Discussion about engineering services and construction assistance to ensure builders are building what they agreed to on their plans.

Council Member Les Gladden advised this should be done on the front end, from day one, if the money is there. We need someone to approve plans the first day of construction to ensure they are building correctly. Council Member Joe Maxim agreed, stating there is a need for this assistance.

Director Morgan advised he can put a stop on construction at any time – we have more trouble at the end with issuing c/o's. No further questions or comments.

Electric – Don Mitchell gave an overview of work being done by the Pineville Electric Department:

- Installing lines at Preston Park
- Completed work along Downs Road
- Begin power lines for Carolina Logistics
- Starting work on Polk Street

Revenues \$13,200,000 – Electric Sales are up from last year – not projecting any increases to electric rates. He further stated that another substation will be coming down the pike.

Council Member Amelia Stinson-Wesley asked how much space is needed for a new substation. Don Mitchell advised a preference of about two acres. Manager Spitzer said the land should be kept next to Duke Transmission.

Mr. Mitchell advised he has reviewed his budget line items:

- Electric purchases are the only difference.
- Contract Services – payment to Electricities for employees, benefits, salaries.
- 3% merit increase, increase in funding for state retirement, travel, training and a new career development program.

Mr. Mitchell said he removed tree trimming substation maintenance and engineering from contract services. He said they are trying to get on top of the tree trimming so that we're not trimming trees that have already been trimmed.

\$2,680,000 is needed for capital outlay for the Carolina Logistics Project, Preston Park, Baynard property and work for the new Town Hall.

Mr. Mitchell advised they have completed pole inspections = \$150,000 to replace any rotted poles. This work is done every 5-6 years. He is looking to replace a 2010 truck at \$45,000. The rest of the operating budget is about the same as last year. We have a ten-year replacement cycle on vehicles. Money is in place in the budget to start the process of looking for space for a new Electric building.

Council Member Joe Maxim asked, with 3% merit – what type of evaluation program do you have.

Mr. Mitchell advised they have a formal evaluation program. Each employee has goals and they are rated on those goals. We do a market analysis/study every 2-3 years. We don't have a COLA increase, however.

BUDGET FOR THE POLICE DEPT. (Chief Hudgins) FY 22 Goals for Police Department:

Get Stratified Policing Model in place by November, 2021.
Community engaged strategic management plan, first draft.
Involve all department units in community engagement – make this a part of everyday policing.
Reduce crime for FY22, reduce property crimes by 10% and violent crimes by 5%.
Hire qualified, diverse agency, actively recruit women and minorities and attend five recruitment events.
Salaries – one of the biggest issues we've discussed has been salaries.
17 Officers left – 14 left due to pay. We are the lowest paid town in the area, ranked at number 38.
Raise starting salary and address retention rate. Cost to do this is \$179,000. We want to keep our force competitive.
When Toby Calhoun retires, it creates four promotional spots.

Telecommunicators – lowest paid dispatchers – 6 out of 10 said the pay was the reason why they left.
Reclassify telecommunicators from grade 13 to grade 15 would cost \$29,087.50.

Council Member Les Gladden asked Manager Spitzer to calculate what it would be if we gave them a 15% across the board increase. Mayor Pro Tem Melissa Davis asked do we also compare the benefits along with the salary.

Several openings now in the Police Department – 4 Corporal, 2 Sergeants and 2 Lieutenants. The Police Chief is in favor of having a Law Enforcement Analyst.

Grade 21 Analyst salary range is \$44,183 - \$66,275. They are tech savvy, degreed, and have all types of background experience. It takes months to do a background check. Increase Corporal Positions by two = estimated cost \$9,512.00 (fill from within). Number one priority is to keep patrol staffed – street patrol is the most important.

Council Member Les Gladden suggested taking two of the four corporals and put them on rotation. Chief agreed it was a good idea.

\$700 CID phone lines installation (adding new cubicle). Telephone and Postage: \$3,600 recurring cost for new lines.

CIP PROJECETS

Mini split HVAC and temperature notification (server room backup) @ \$15,500
Paint second floor of Police Department @ \$15,000
Paint exterior of building @ 11,675.00
Carpet for building \$20,000.

Council Member Les Gladden suggested LVT floors in some spots instead of carpet. Chief was ok with that idea.

Upgrade the MIFI in all the police vehicles.
Pay for it out of the Asset Forfeiture Funds

Looking at drones, looking at LPR (License Plate Reader).

Council Member Joe Maxim suggested Public/Private partnerships with HOA communities to get some of these LPR's installed.

Special Operating Restricted Funds – Requesting \$320,000.

Contract Services:

Second year of new Harris Radios – the maintenance plan kicks in which we didn't have to pay the first year.

- 1) CI radio P-25 maintenance contract \$28,059
- 2) Clear contract \$4,200
- 3) Cleaning \$792
- 4) Leads online \$3,625
- 5) Body Cameras \$18,393

Capital Outlay
5 cars (\$286,000)

Council Member Joe Maxim asked of the Prioritized five roles, can we combine roles = 1) analyst/accreditation person? The Chief was ok with it but it will take a different route for accreditation. He is going to start to do more inventories of the property room.

GOVERNMENT BOARD

\$5000 increase due to an increase in the Audit Costs

Grants: \$5,000 from Electricities to upgrade the website.
Grant: \$5,000 for Facades Program.

GENERAL FUNDS CHANGES

\$100,000 – developments, legal costs.
4200.1250.10 Printing and publishing went down about \$6,000.
4200.3300.10 Department Supplies + \$5,000
4200.3800.10 Clerks fees and trainings – less \$4,000.

Next week there will be a full list of Capital Projects.

Meeting was adjourned @ 8:34 p.m.

Jack Edwards, Mayor

ATTEST:

Barbara Monticello, Town Clerk