

**TOWN OF BURGAW BOARD OF COMMISSIONERS
SPECIAL MEETING
BUDGET WORK SESSION**

DATE: April 18, 2023 and May 2, 2023
TIME: 9:00 AM
PLACE: Historic Train Depot, 115 S. Dickerson Street
BOARD MEMBERS PRESENT: Mayor Olivia Dawson
Mayor Pro-tem Wilfred Robbins
Bill George, Vernon Harrell, James Malloy, Jan Dawson
STAFF PRESENT: James Gantt, Town Manager
Kristin J. Wells, Town Clerk
Jim Hock, Police Chief/Assistant Town Manager
Wendy Pope, Finance Officer
Cody Suggs, Parks & Recreation Director

Note: This retreat was a total of 5.5 hours. Audio recording is on file in the clerk's office for reference.

April 18, 2023 – Day 1

The meeting was called to order by Mayor Dawson at 9:00 AM and the invocation was led by Commissioner Malloy.

Mr. Suggs was present for the first part of the meeting to review the proposed Parks & Recreation 501(c)(3) non-profit foundation. After much discussion, Commissioner George made a motion to approve the creation of a parks and recreation non-profit foundation. The motion as seconded by Commissioner Harrell and carried by unanimous vote. Mr. Suggs will work on the by-laws for the foundation and bring them back to the board in the future.

Mr. Suggs also presented an application for special events, street closure requests and funding requests, as previously discussed by the board at a prior meeting. After some discussion, the board was in agreement to move forward with utilizing the application.

Budget discussion

The following items were discussed. Any action items are noted below.

- Mr. Gantt gave an overview of the current status of taxes, revenues and capital items.
- Commissioner Harrell requested a sponsorship for a new large Santa or snowman for the end of the depot next to Wilmington Street. The board was in agreement with this idea.
- Mr. Gantt advised the cost for a used lift for Public Works is about \$40k. Commissioner Robbins suggested the town purchase a lift and finance it; the board was in agreement with this. Mr. Gantt will look at the options for a new one versus a used one.
- There was discussion on the replacement of water and sewer lines. Mr. Gantt explained the master plan.

- The board wishes to expedite the restroom pavilion at Dees Park. We need to also look at the garbage roll carts along the alley next to Dees Park.
- Commissioner Robbins requested a bench in honor of Mike Taylor to be placed near the library. The board was in agreement with moving forward with this.
- There was discussion about personnel. Commissioner Robbins suggested we look at a “second chance” program. After discussion, the board agreed to give current employee, Damon Stanley, the title of Facilities and Maintenance Director.
- There was discussion about the funding requested from the state on replacing radios for the Police and Fire Departments. If the state does not fund this request, the board will allocate money at a later date.
- There was discussion about increasing taxes. Commissioner Robbins said he would rather not increase taxes and requested staff to look at their items and see if anything can be pushed back a year.
- Mr. Gantt advised the garbage costs will be increasing 7%. After discussion, the board agreed to slightly increase the garbage rate on the utility bills. There was also discussion about recycling. Mr. Gantt will look at cost differences between providing the recycling roll carts versus a central recycling location in town.

Due to ongoing conversations, the board decided to continue the work session until May 2, 2023 at 9:00 AM. Prior to continuation, there was further discussion on a slight tax increase, as well as an increase for water and sewer services.

May 2, 2023 – Day 2

All board members were present.

The following items were continued discussion from April 18, 2023. Any action items are noted below.

- Mr. Gantt spoke about Mr. Stanley’s new position as Facilities and Maintenance Director. He said this salary would be split between general fund and the water and sewer fund.
- After discussion about raising garbage rates, the board was in agreement to raise the rate for garbage collection by \$2.00.
- It was decided by the board to remove the resurfacing of the depot floors and the roof repair at the depot from the proposed budget.
- There was discussion about the purchase of a lift.
- There was discussion about removing the painting of the water tower at the community house and US Highway 117 location from the proposed budget.
- There was much discussion and options proposed about increasing the water and sewer rates. After discussion, it was decided amongst the board to increase rates by 13%.
- Mr. Gantt spoke about the Wallace surcharge rates. Everyone agreed to leave it as it is.

Mr. Gantt advised he will be reapplying for the grant for the Courthouse Avenue project again, but needs the same resolution approved again with new dates/amounts. Commissioner Harrell

made motion to approve the same resolution as before. The motion was seconded by Commissioner George and carried by unanimous vote.

Prior to adjournment, Mayor Dawson asked if everyone was okay with moving the regular June board meeting to June 6, 2023 instead of June 13, 2023 because of the busy week leading up to the Blueberry Festival. Everyone was in agreement to this.

Adjournment

Commissioner Harrell made a motion to adjourn. The motion was seconded by Commissioner Dawson and carried by unanimous vote.

The meeting was adjourned at 11:08 AM.

G. Olivia Dawson, Mayor

Attest: _____
Kristin J. Wells, Town Clerk