



**TOWN OF WENTWORTH
MINUTES
OF
THE TOWN COUNCIL MEETING
WENTWORTH, NORTH CAROLINA
NOVEMBER 7, 2013
7:00 p.m.**

The regular monthly meeting of the Wentworth Town Council was held on Thursday, November 7, 2013, at the Wentworth Town Hall at 7:00 p.m.

Council Members Present: Mayor Dennis Paschal Jr, Mayor-Pro Tem Evelyn Conner, Iris Powell, Dennis Paschal, III.

Council Members Absent: Robert Aswell

A quorum was present.

Staff Present: George Murphy, Town Administrator
Yvonne Russell, Town Clerk/ Finance Officer

Others Present: Pat Kane, Attorney – Smith Moore Leatherwood
Jenny Edwards, Program Manager – DRBA

Article I. Call to Order

Mayor Paschal called the meeting to order.

Article II. Invocation

Councilman Paschal, III gave the invocation.

Article III. APPROVAL OF TOWN COUNCIL AGENDA – NOVEMBER 7, 2013

A. Requests and Petitions of Citizens

There were no requests or petitions made.

B. Approve/ Amend Agenda

Mayor Paschal made a MOTION, "That we add longevity pay as item E under new business".

Mayor Pro Tem Conner seconded the motion. All voted in favor and the motion carried.

Article IV. Approval of Minutes for October 1, 2013

Councilman Paschal, III made a MOTION, *“That we approve the minutes as written”*.

Mayor Pro Tem Conner seconded the motion. All voted in favor and the motion carried.

While waiting for Councilwoman Iris Powell to arrive, **Mayor Paschal** made a MOTION, *“To take a five (5) minute recess”*.

Mayor Pro Tem Conner seconded the motion. All voted in favor and the meeting was recessed.

After five (5) minutes, **Mayor Paschal** called the meeting back to order.

Article V. Old Business

A. Consideration of Traffic-DOT Construction Agreement for Installation of a Flashing Signal at the Wentworth VFD..... Town Administrator

George Murphy, Town Administrator, explained that NCDOT has offered to provide a warranty for any needed maintenance on the flashing signal until December 31, 2013 instead of altering the original agreement that was offered to the Town. Due to the fact that the flashing signal has been operating properly for the past month, Mr. Murphy recommended Council approve the original agreement with the warranty.

Mayor Paschal asked Pat Kane, Attorney, if he was comfortable with that recommendation. **Mr. Kane** said he was.

Mayor Paschal made a MOTION, *“That we approve the agreement with NCDOT on the traffic signal at the Fire Department”*.

Mayor Pro Tem Conner seconded the motion. All voted in favor and the motion carried.

Article V. Old Business

B. Post Office Project Town Administrator

Mr. Murphy reported that Jeff Johnson and Chris Dull are continuing to work on plans for the Post Office project. Mr. Johnson is in the process of contacting the Health Department regarding the septic system and has begun work on the NCDOT driveway permit. Mr. Murphy said that Mr. Johnson hopes to have something for Council to review at the December 3rd Council meeting and to possibly be ready to put the project out for bid in January 2014.

Mr. Murphy also reported that he hired Reidsville Heating and Air Conditioning (RHAC) to do what was needed to get the heat running in the community building. RHAC inspected the heating unit set the thermostat at 55 degrees.

Mayor Paschal asked if the basement needs to be heated as well.

Mr. Murphy said he believes there is no access to heat in the basement. He noted that has always been the case with this building and he believes that heating the main floor should be sufficient.

Mayor Paschal suggested checking to see if the pipes are wrapped.

Mr. Murphy said he checks the building almost daily during the week and he will check the pipes. He suggested turning off the water at the meter and draining the lines.

Article VI. New Business

A. Funding Request – Rockingham County High School Genny Ziglar

Mayor Paschal noted that Joan Tatum was to be here in place of Ms. Ziglar; however, she was not present.

Mayor Paschal made a MOTION, “*To table this funding request until the January 7, 2014 Council meeting*”.

Councilman Paschal, III seconded the motion. All voted in favor and the motion carried.

Article VI. New Business

B. FY 2013-2014 Budget Amendment No. 1 Finance Officer

Yvonne Russell, Clerk/ Finance Officer, reviewed the memo provided to Council regarding the budget amendment. (Note: FY 2013-2014 Budget Amendment No. 1 is herein incorporated and made a part of these minutes.)

**TOWN OF WENTWORTH
WENTWORTH, NORTH CAROLINA
BUDGET AMENDMENT NO. 1
FISCAL YEAR JULY 1, 2013 – JUNE 30, 2014**

11/7/13

MEMORANDUM

To: Mayor and Town Council

From: Yvonne Russell, Budget-Finance Officer

Date: October 30, 2013

RE: Budget Amendment No. 1

The first Budget Amendment for the year will reflect the transfer of funds for the purpose of fulfilling three (3) funding requests that were approved by the Town Council on October 1, 2013.

General Fund Expenditures:

The attached Budget Amendment will show a *decrease* of \$6,661.00 in General Fund Expenditures: Miscellaneous Other Operating Costs and an increase in the following:

- An increase of \$6,550 in Cultural and Recreational: Miscellaneous for the purpose of fulfilling a \$550 request from Dan River Basin Association and a request of \$6,000 from Aging, Disability & Transit Services of Rockingham County.
- An increase of \$111.00 in Public Health and Safety for the purpose of granting a request from the Rockingham County Sheriff's Department to purchase equipment for Wentworth Patrol Deputy Bob Terry.

Total Budget Dollars — \$590,960.00 — remains unchanged.

Recommended by:

George T. Murphy Sr, Town Administrator

Yvonne Russell, Clerk & Budget-Finance Officer

Attachment: Details of Budget Amendment No. 1, FY 2013-2014

**TOWN OF WENTWORTH
BUDGET AMENDMENT No. 1
FISCAL YEAR 2013-2014**

	Budget 2012 - 2013	Budget Amendment as of 11/7/13	11/7/13 Amended Budget
REVENUES			
Sales & Use Tax	465,000.00	No Change	465,000.00
Utility Franchise Tax	105,000.00	No Change	105,000.00
Alcoholic Beverage Tax	13,000.00	No Change	13,000.00
Interest on Investments	400.00	No Change	400.00
Other Revenue	0	No Change	0.00
Rent	7,560.00	No Change	7,560.00
Fund Balance Appropriated	0	No Change	0.00

Total Estimated Revenues:	590,960.00	No Change	590,960.00
EXPENDITURES			
General Government:			
Capital Outlay			
Debt Service	65,000.00	No Change	65,000.00
Land/Property Improvements	20,000.00	No Change	20,000.00
Office Furniture/Equipment	1,500.00	No Change	1,500.00
Total Capital Outlay:	86,500.00	No Change	86,500.00
Personnel Costs:			
	131,463.00	No Change	131,463.00
<i>Salaries – Employer Taxes – Payroll Services – Medical, Disability, Bond & Workman’s Comp Insurance – Retirement</i>			
Travel Costs:	15,000.00	No Change	15,000.00
<i>Registration & Fees for Seminars, Schools & Conferences – Meals, Lodging & Mileage</i>			
Other Operating Costs:	205,581.00	- 6,661.00	198,920.00
Total General Government:	438,544.00	- 6,661.00	431,883.00
Public Health & Safety:			
Law Enforcement	63,916.00	No Change	63,916.00
Miscellaneous Public Health & Safety	30,000.00	+ 111.00	30,111.00
Total Public Health & Safety:	93,916.00	+ 111.00	94,027.00
Cultural & Recreational:			
Total Cultural & Recreational:	20,000.00	+ 6,550.00	26,550.00
Contingency Reserve:			
Total Contingency Reserve:	20,000.00	No Change	20,000.00
Economic Development:			
Total Economic Development:	6,000.00	No Change	6,000.00
Transfer to Capital Reserve for Recreation Grounds/ Facilities:			
Total Transfer to Capital Reserve Fund:	12,500.00	No Change	12,500.00
Total Estimated Expenditures:	590,960.00	No Change	590,960.00

TOWN OF WENTWORTH
Budget Amendment No. 1
Fiscal Year 2013 – 2014

11/7/13

General Fund Revenues:	Budget FY 2013- 2014	Amendment No. 1	Amended Budget FY 2013- 2014
Sales and Use Tax	465,000.00	No Change	465,000.00
Utility Franchise Tax	105,000.00	No Change	105,000.00
Alcoholic Beverage Tax	13,000.00	No Change	13,000.00
Interest on Investments	400.00	No Change	400.00
Other Revenue	0.00	No Change	0.00
Rent	7,560.00	No Change	7,560.00
Fund Balance Appropriated	0.00	No Change	0.00
Total Estimated General Fund Revenues	590,960.00	No Change	590,960.00

General Fund Expenditures:	Budget 2013 - 2014	Amendment No. 1	Amended Budget FY 2013- 2014
General Government	438,544.00	- 6,661.00	431,883.00
Public Health & Safety			
Law Enforcement	63,916.00	No Change	63,916.00
Miscellaneous Public Health & Safety	30,000.00	+ 111.00	30,111.00
Public Health & Safety Total:	93,916.00	+ 111.00	94,027.00
Cultural & Recreational	20,000.00	+ 6,550.00	26,550.00
Contingency Reserve	20,000.00	No Change	20,000.00
Economic Development	6,000.00	No Change	6,000.00
Transfer to Capital Reserve Fund for Recreation Grounds/Facilities	12,500.00	No Change	12,500.00
Total Estimated General Fund Expenditures	590,960.00	No Change	590,960.00

Approved by Council the ____ day of November, 2013.

Dennis Paschal, Mayor

Attest:

Yvonne Russell, Town Clerk

Mayor Paschal made a MOTION, "That we approve Budget Amendment No 1 for fiscal year 2013-2014".

Mayor Pro Tem Conner seconded the motion. All voted in favor and the motion carried.

Article VI. New Business

C. Dan River Basin Association – Municipality Membership.... Jenny Edwards

Jenny Edwards, Program Manager informed Council that a new development has occurred since their last meeting when they granted a \$550.00 funding request to the Dan River Basin Association (DRBA). She explained that DRBA is now offering a municipality membership for the \$550.00 that the Town granted to them. She assured Council that they will receive the same services as they would with the original proposal.

Mayor Paschal asked if this would now be a yearly fee.

Ms. Edwards said DRBA is asking for a 3-year commitment at this time.

Mr. Murphy reminded Council that during T Butler's presentation at the last Council meeting, she explained that DRBA was requesting \$550.00 for the first year, and they would come back in the spring of 2014 to request a commitment for the following two years.

Ms. Edwards noted that some cities were concerned that the services they would like to have would be different from the services that others would want. She explained that DRBA could tailor their services to each municipality. She cited the following examples:

- Trail design
- Volunteer recruitment
- Trail implementation
- Grant writing
- Funding research

Councilman Paschal, III asked if the services provided by DRBA were specific to trails.

Ms. Edwards said this membership is specific to the Pathways Plan implementation.

Mayor Paschal asked if the membership would hinder the Town in acquiring a grant for a separate project such as a park.

Mr. Murphy said he did not believe it would.

Ms. Edwards said DRBA could assist the Town in writing a grant request.

Councilman Paschal, III said that was the reason for his question. He was curious if the services provided by DRBA would include assistance with creating a community park.

Ms. Edwards said the main goal of DRBA is to see people outside recreating. She pointed out that even though the goal of the Pathways Plan is trails, DRBA would want to sit down with Council in 2014 and find out what they would like to see happen in their community.

Mayor Paschal asked Mrs. Russell if Council approved the request for three years or only the initial \$550.00 request.

Mrs. Russell clarified that Council approved the initial \$550.00 request and that DRBA would come back to Council in 2014 to request funding for the remaining two years of the Pathways Plan implementation.

Councilman Paschal, III made a MOTION, "*That we upgrade our donation to a membership*".

Councilwoman Powell seconded the motion. All voted in favor and the motion carried.

Article VI. New Business

D. Discussion of Upcoming Board/Committee Term Expirations Clerk

Mrs. Russell informed Council that the following Board/ Committee terms will expire at the end of this year:

- Kay Hammock – Planning Board
- James Talley – Planning Board
- Robert Witherspoon – Planning Board
- Kellie Meador – Appearance Committee
- Cindy Shannon – Historic Preservation Committee
- Susan Hall – Historic Preservation Committee

Mrs. Russell reported that Cindy Shannon has submitted an application to serve another term on the Historic Preservation Committee and that Jim Scott is interested in applying for a seat on the Recreation Committee.

Mrs. Russell said that staff would advertise for volunteers to fill vacant seats on the Planning Board and committees, and she asked Council to talk to anyone they thought may be interested in applying for one of these vacant seats.

Article VI. New Business

E. Consideration of Longevity Pay Mayor

Mayor Paschal made a MOTION, "That we approve longevity pay for this year".

Councilman Paschal, III seconded the motion. All voted in favor and the motion carried.

Article VII. Public Comments

Mayor Paschal noted that no one signed the speaker register.

Article VIII. ANNOUNCEMENTS

Mayor Paschal made the following announcements.

- *The next regular meeting of the Wentworth Planning Board is November 19, 2013, at 7pm in the Town Hall Council Chambers.*
- *The next regular meeting of the Wentworth Town Council is December 3, 2013, at 7pm in the Town Hall Council Chambers.*
- *The Wentworth Christmas Parade is December 14, 2013.*

Mayor Paschal congratulated Iris Powell and Cheryl Moore for winning the Wentworth Town Council election.

Article IX. A D J O U R N

Mayor Paschal made a MOTION, "We adjourn".

Mayor Pro Tem Conner seconded the motion. All voted in favor and the meeting adjourned.

Respectfully Submitted by: 
Yvonne Russell, Town Clerk

Approved by: _____
Robert Dennis Paschal, Jr., Mayor