

**TOWN OF WENTWORTH  
MINUTES  
OF  
THE TOWN COUNCIL MEETING  
WENTWORTH, NORTH CAROLINA  
March 4, 2014  
7:00 p.m.**

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The regular monthly meeting of the Wentworth Town Council was held on Tuesday, March 4, 2014, at the Wentworth Town Hall at 7:00 p.m.

**Council Members Present:** Mayor Dennis Paschal, Mayor Pro Tem Evelyn Conner, Cheryl Moore, Dennis Paschal III, Iris Powell

**Council Members Absent:**

A quorum was present.

**Staff Present:** George Murphy, Town Administrator

**Others Present:** Patrick Kane, Attorney – Smith Moore Leatherwood  
Kellie Meador – Wentworth Appearance Committee

**Article I. Call to Order**

Mayor Paschal called the meeting to order.

**Article II. Invocation**

Councilman Dennis Paschal III gave the invocation.

**Article III. APPROVAL OF TOWN COUNCIL AGENDA – MARCH 4, 2014**

**A. Requests and Petitions of Citizens**

No one signed the speaker register.

**B. Approve/ Amend Agenda**

Mayor Paschal made a MOTION, “*We approve the agenda as written*”.

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

**Article IV. Approval of Minutes for February 4, 2014**

**Councilman Paschal III** made a MOTION, *“The minutes be approved as written”*.

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

**Article V. Old Business**

There was no old business.

**Article VI. New Business**

**A. Consideration of Reappointment to Board/Committee**

- 1.) Appearance Committee: Kellie Meador  
2500 Ashley Loop Rd.**

**George Murphy, Town Administrator** informed Council that Kellie Meador has confirmed that she is willing to serve another term on the Appearance Committee. He also made them aware that Appearance Committee member Mollie Vernon’s term will expire in April 2014 and asked that they direct any interested applicants to complete a Board/Committee application. Applications can be acquired at the Town Hall and on the Town’s website.

**Mayor Paschal** made a MOTION, *“We reappoint Kellie Meador of 2500 Ashley Loop Road to the Appearance Committee”*.

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

**Mayor Paschal** thanked Ms. Meador for her service on the Appearance Committee.

**Article VII. Public Comments**

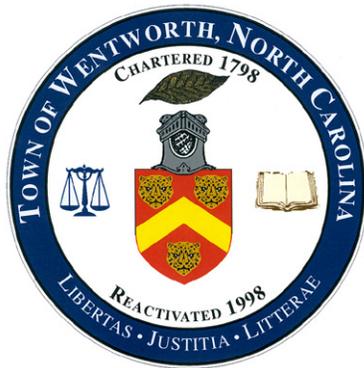
No one signed the speaker register and no comments were made.

## Article VIII. ANNOUNCEMENTS

Mayor Paschal made the following announcements.

- As requested by the Greater Carolinas Chapter of the National Multiple Sclerosis Society, Mayor Paschal has signed a Proclamation stating that March 3-9, 2014 is MS Awareness Week. (Note: Mayor Paschal read the proclamation which is herein incorporated and made a part of these minutes as **Figure 1.**)
- As requested by the Barry L. Joyce Cancer Resource Center, Mayor Paschal has signed a Proclamation stating that April 2014 is Cancer Awareness Month. (Note: Mayor Paschal read the proclamation which is herein incorporated and made a part of these minutes as **Figure 2.**)
- The next regular meeting of the Wentworth Planning Board is March 18, 2014, at 7pm in the Town Hall Council Chambers.
- The next regular meeting of the Wentworth Town Council is April 1, 2014, at 7pm in the Town Hall Council Chambers.

Figure 1:



### PROCLAMATION

*By the Mayor of the Town of Wentworth*

### **2014 MS AWARENESS WEEK**

**WHEREAS**, multiple sclerosis (MS) is a neurological disease of the central nervous system, affecting 2.3 Million people worldwide, and each hour someone is newly diagnosed; and

**WHEREAS**, the National Multiple Sclerosis Society – Greater Carolinas Chapter reports that in our state an estimated 10,000 people are diagnosed with MS, and that the disease generally strikes people in the prime of life, between ages 20 through 50, and causes unpredictable effects in which the progression, severity and specific symptoms cannot be foreseen, and the cause and cure for this often debilitating disease remain unknown; and

**WHEREAS**, Since 1946 the National Multiple Sclerosis Society has been a driving force of MS research, relentlessly pursuing prevention, treatment and a cure and has invested more than 771 million dollars in groundbreaking research; and

**WHEREAS**, Funds raised through the National Multiple Sclerosis Society fuel the efforts of nearly 325 research projects globally totaling 40 million dollars annually at the best medical centers, universities and

other institutions throughout the United States and abroad. Because of this MS research has never been more hopeful than it is today; and

**WHEREAS**, discovering the cause, finding a cure, and preventing future generations from being diagnosed with MS is an important task that all Americans and North Carolinians should support; and

**WHEREAS**, the Town of Wentworth, North Carolina recognizes the importance of finding the cause and cure of MS, a chronic and often devastating disease, and expresses its appreciation and admiration for the dedication that the National Multiple Sclerosis Society – Greater Carolinas Chapter has shown toward a future free of MS;

**NOW, THEREFORE I**, Robert Dennis Paschal Jr., Mayor of the Town of Wentworth by virtue of the authority vested in me by the Constitution and the laws of the great state of North Carolina, do hereby proclaim March 3-9, 2014 as MS Awareness Week, and do commend this observance to all of our citizens. I encourage all Wentworth citizens to learn more about multiple sclerosis and what they can do to support individuals with MS and their families.

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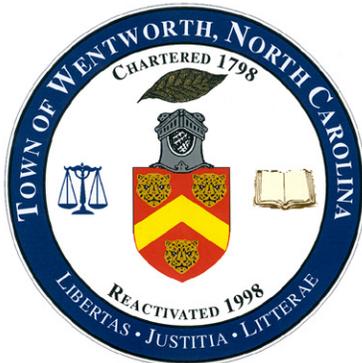
R. Dennis Paschal, Jr.  
Mayor

Attest:

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Yvonne Russell, NCCMC  
Town Clerk

Figure 2:



## PROCLAMATION

*By the Mayor of the Town of Wentworth*

### Cancer Awareness Month

**WHEREAS**, cancer is the term used for diseases in which abnormal cells divide without control and are able to invade other tissues. Cancer is not just one disease but many diseases. There are more than 100 different types of cancer; and

**WHEREAS**, cancer care consists of treatment for cancer symptoms or side effects that affect quality of life. Care given to help patients cope with these symptoms or side effects is called supportive care; and

**WHEREAS**, private homes, traditional hospitals, nursing homes, assisted living and physicians' offices provide care for cancer patients; and

**WHEREAS**, cancer patients rely on the skills, knowledge and expertise of skilled professionals who uphold a long tradition of improving the comfort and care of cancer patients; and

**WHEREAS**, awareness is the first step toward advancing research and improving funding to identify causes and facilitate prevention, early detection, effective treatment and a cure for this disease;

**NOW, THEREFORE, I**, Robert Dennis Paschal Jr., Mayor of the Town of Wentworth, North Carolina, do hereby proclaim April, to be Rockingham County Cancer Awareness Month in the Town of Wentworth, and I call upon all citizens of Wentworth to become more aware of cancer and to support efforts to assist our neighbors that are fighting this horrific disease on a daily basis.

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R. Dennis Paschal, Jr.  
Mayor

Attest:

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Yvonne Russell, NCCMC  
Town Clerk

**Article IX. Five Minute Recess**

There was no recess.

**Article X. FY 2014-2015 Budget Work Session**

**Mayor Paschal** made a MOTION, *"To adjourn into the budget work session at this time"*.

**Councilman Paschal III** seconded the motion. All voted in favor and the Council began the budget work session.

**Mr. Murphy** explained that Yvonne Russell, Clerk/Finance Officer was absent due to the death of her grandfather and that she apologized for not being here for the budget work session. However, she left a list of budget items for discussion that Mr. Murphy reviewed with the Council. (Note: A memo detailing the list of items for discussion is herein incorporated and made a part of these minutes.)

# Memo

To: Council  
From: Yvonne Russell, Clerk/ Finance Officer  
Date: March 3, 2014  
Re: Budget Work Session

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I am sorry that I am not able to be here for the budget work session. In this memo I have listed the items that need to be discussed in this work session. We will work on finalizing the proposed budget at the April 1st Council meeting and present the Proposed Budget for FY 2014-2015 at the May 6th Council meeting.

The following is a list of topics that need to be addressed tonight:

Capital Outlay  
Post Office Project  
Debt Service  
Audio/Visual Improvements to Council Chambers  
Funding Request Policy

## Capital Outlay:

### POST OFFICE PROJECT

I have talked to Jeff Johnson and I have some updated figures for the Post Office Project. The original estimate was approximately \$211,600 for the main floor. Jeff said he has seen prices increase and he suggested adding 10% to that figure.

There will be some work to the basement which he estimates at \$30,000. An electrical change out is necessary and Jeff estimates that at \$10,000. The updated project estimate is **\$276,760**. Architectural fees are 12% (\$33,212), of which we have already paid \$21,794.

Jeff said that we should expect to pay 35% of the construction cost before June 30, 2014 (current fiscal year end), which equals \$96,866. We should expect to pay the remaining 65% of construction cost in the next fiscal year (July 1, 2014-June 30, 2015), which equals \$179,894.

### DEBT SERVICE

The current **loan balance** for the Town Hall construction is approximately **\$76,782**. If we continue paying debt service through the next fiscal year, the loan could be paid off in February 2015. I feel that we could go ahead and pay off the loan now, even if we need to

use some of our fund balance to do so. Going by our Revenues-Expenditures estimates for the remaining of the current fiscal year, it looks like we would only need to use approximately \$23,300 of fund balance to pay off the loan.

Current “available” fund balance is \$610,706. After appropriating fund balance for the construction costs through the end of this fiscal year (\$96,866) and the loan payoff (\$23,300), available fund balance would be down to \$490,540 which would be 70% of our General Fund Expenditures. Per the Local Government Commission’s estimates, our group weighted average for fund balance to general fund expenditures ratio is 69.59%. The LGC recommends you stay within your group weighted average; however, they understand there are some situations that may require you go below that average.

#### AUDIO/ VISUAL IMPROVEMENTS TO COUNCIL CHAMBERS

In the current fiscal year, we have budgeted \$1,500 for a projector and a screen; however, during our meeting with Rick Wall (Compute This) and Ron Wheeler (Scales St Music Inc.) they suggested installing two television monitors in the Council chambers...one behind the Council Dias and one on the wall to the right of the entrance doors (above the fire hydrant). George can explain to you why they believe this option is better. A quote for the equipment is attached to this memo.

#### **Funding Request Policy:**

A policy has been mentioned before and I have the samples from a few communities that Brenda had in her files as well as some policies I have acquired from the Clerks listserv; however, George and I would like to find out what Council specifically would like to see in a policy and then we can work on putting one together.

FYI – We plan to suggest that past funding request recipients should turn in their request before the April 1<sup>st</sup> meeting so that we can consider them during that budget work session. We have already talked to SADD, the Highway Patrol, and ReDirections.

Regarding the Post Office Project, **Mr. Murphy** asked Council to keep in mind that the bids for the asbestos removal portion of the project came in much lower than Mr. Johnson had expected. Mr. Johnson originally estimated \$8,000 - \$12,000 for the asbestos removal; however, the actual bids all came in at less than \$3,000. **Mr. Murphy** said, “We can hope that trend will again occur, but it’s doubtful”.

**Mr. Murphy** informed Council that the Post Office Project plans are still under review by the USPS and that the bid process cannot begin until we have their approval.

During the discussion about Debt Service, **Mayor Paschal** suggested that another option would be to pay half of the loan balance before June 30, 2014 and budget for the remainder of the balance for FY 2014-2015. This would make less of an impact on the Town’s available fund balance than trying to pay the entire loan balance before June 30, 2014.

**Mr. Murphy** emphasized that based on his discussion with Ms. Russell and what he has learned during his courses at the School of Government, he believes the Town would still be in good standing if they eliminated this debt before June 30, 2014. Eliminating the debt before the fiscal year end would also save money by eliminating future interest payments.

**Councilman Paschal III** expressed his opinion that eliminating the debt, eliminating future interest payments, and eliminating the need to budget for debt service in FY 2014-2015 would balance out the negative impact on available fund balance.

**Mayor Paschal** directed Mr. Murphy to include discussion and consideration of paying the Town's loan balance before the current fiscal year end on the April 1, 2014 Town Council meeting agenda.

Regarding audio/visual improvements to the Council Chambers, **Mayor Paschal** expressed some concern that a monitor above the entrance doors may be too far away for Council to be able to clearly see what is being presented.

**Councilman Paschal III** suggested placing the monitor on the wall between the two windows in the Council Chambers.

**Mr. Murphy** recommended not purchasing a projector and screen at this time and budgeting for some type of TV/monitor system in the FY 2014-2015 budget.

Regarding a Funding Request Policy, Council asked that staff draft a policy that would address the following:

- Steering repeat funding requests to be submitted annually during budget work session meetings while still allowing funding requests to be considered during the fiscal year.
- Listing a clear outline of Council's expectations regarding the use of funds that are granted. I.e.: projects should be community based; projects should benefit the town as a whole; scholarship programs should be structured so that they are available to the entire student body and not specific groups.
- Reporting of other organizations/agencies that have granted funding to the applicant.
- Reporting (in person or in writing) of how funds granted by the Council have been appropriated, how that appropriation benefited the project, and how the project has benefited the community.
- Whether the request will be made annually.
- Clarify that Council has the option to request additional information not listed on the standard funding request form.

At the conclusion of the budget work session, **Mayor Paschal** made a MOTION, *"To move out of the budget work session and back into the regular session"*.

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

**Article XI. ADJOURN**

**Mayor Paschal** made a motion, *"That we adjourn"*.

**Councilwoman Powell** 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