



**MINUTES**  
of the Regular Meeting of the  
**WENTWORTH TOWN COUNCIL**  
January 5, 2016  
7:00 pm  
Wentworth Town Hall

**Council Members Present:** Mayor Dennis Paschal Jr., Mayor Pro Tem Evelyn Conner, Cheryl Moore, and Dennis Paschal III

**Council Members Absent:** Iris Powell

A quorum was present.

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

**Others Present:** Patrick Kane, Attorney – Smith Moore Leatherwood  
Sheriff Sam Page – Rockingham County

**Article I. CALL TO ORDER**

Mayor Dennis Paschal Jr. called the meeting to order.

**Article II. INVOCATION**

Mayor Paschal gave the invocation.

**Article III. APPROVAL OF TOWN COUNCIL AGENDA**

**A. Requests and Petitions of Citizens**

**B. Approve / Amend Agenda**

Mayor Paschal made a MOTION, *"The agenda be approved as amended"*.

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

(Note: Article VI. C. of the agenda was amended to include consideration of amendments to the Wentworth Historic Preservation Committee bylaws and to include consideration of appointing Nancy T. Link to the Wentworth Historic Preservation Committee.)

**Article IV. Approval of Minutes**

**A. Town Council Meeting – December 1, 2015**

Councilmember Dennis Paschal III made a MOTION, *"The minutes stand as written"*.

Mayor Pro Tem Conner 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 Sidewalk Construction Agreement Between the NC Department of Transportation and the Town of Wentworth – NC 65 near Tyre Dodson Road .....George Murphy, Town Administrator**

**Mr. Murphy** reported that the agreement is not finalized and he recommended tabling consideration of the agreement to the February 2, 2016 Council meeting.

**Mayor Paschal** asked if construction would be ready to begin in March if the agreement is signed in February. **Mr. Murphy** indicated that it would.

At Mr. Murphy’s request, **Town Attorney Patrick Kane** explained that the agreement is not ready to be signed because the original draft was a “Sidewalk Agreement”. To ensure that NCDOT is responsible for the construction costs, the Town’s attorney asked that the document be a “Maintenance Agreement” instead. At present time, the attorney is waiting for a response from NCDOT regarding his request to specify in the agreement that NCDOT is responsible for the construction cost and the Town will be responsible for future maintenance costs.

**Article VI. NEW BUSINESS**

**B. FY 2015-2016 Financial Report .....Yvonne Russell, Clerk/Finance Officer**

**Ms. Russell** reviewed the financial report, noting the following:

- The Town’s Available Fund Balance at this time is approximately \$760,000 which is an increase of almost \$77,000 since June 30, 2015.
- Fiscal year to date General Fund Expenditures have decreased by approximately \$187,000 from the same time in 2014, due to the lack of an ongoing capital project.
- There have been no budget amendments to date for FY 2015-2016.

(Note: The December 31, 2015 Financial Report is herein incorporated and made a part of these minutes.)



# TOWN OF WENTWORTH

Financial Dashboard

FISCAL YEAR ENDING June 30, 2016

Reporting Period: July 1, 2015 to December 31, 2015

OUR CASH IN RESERVES...	
<b>CASH &amp; INVESTMENTS BY FUND</b>	
Balances on Dec 31, 2015, in whole dollars	
<b>GENERAL FUND</b>	Dec-15
NC Capital Mgmt Trust	\$ 595,737
Fidelity Bank	197,137
<b>TOTAL GENERAL FUND</b>	<b>\$ 792,874</b>
<b>RECREATION FUNDS</b>	Dec-15
Capital Reserve for Grounds/Facilities	\$ 109,933
<b>TOTAL RECREATION FUNDS</b>	<b>\$ 109,933</b>
<b>GRAND TOTAL-ALL FUNDS</b>	<b>\$ 902,807</b>

OUR CASH FLOWS...		
<b>REVENUES &amp; EXPENSES BY FUND</b>		
<b>GENERAL FUND</b>		Current FYTD %
Fiscal Year Budget		\$ 606,985
Revenues Fiscal Year to Date	\$ 340,972	56.17%
Expenses Fiscal Year to Date	\$ 255,651	42.12%
<b>CAPITAL PROJECT FUND</b>		
Fiscal Year Budget		#N/A
Revenues Fiscal Year to Date	\$ -	#N/A
Expenses Fiscal Year to Date	\$ -	#N/A

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...		
		Current FY %
<b>SALES &amp; USE TAX</b>		
Fiscal Year Budget		\$ 475,000
Revenues FYTD	\$ 271,385	57.13%
<b>UTILITIES SALES TAX</b>		
Fiscal Year Budget		\$ 105,000
Revenues FYTD	\$ 65,304	62.19%
<b>ALCHOLIC BEVERAGE TAX</b>		
Fiscal Year Budget		\$ 13,000
Revenues FYTD	\$ -	0.00%
<b>INTEREST ON INVESTMENTS</b>		
Fiscal Year Budget		\$ 225
Revenues FYTD	\$ 265	117.78%
<b>OTHER REVENUE</b>		
Fiscal Year Budget		#N/A
Revenues FYTD	\$ 30	#N/A
<b>RENT REVENUE</b>		
Fiscal Year Budget		\$ 13,760
Revenues FYTD	\$ 3,988	28.98%
<b>FUND BALANCE APPROPRIATED</b>		
Fiscal Year Budget		#N/A
Revenues FYTD		#N/A

EXPENDITURES AT A GLANCE...		
<b>GENERAL FUND</b>	Fiscal Year	Current FYTD
<b>DEPARTMENTS</b>	2015-16 Budget	Expenses
General Government	\$ 388,164	\$ 142,121
Capital Outlay	21,000	8,870
Debt Service	35,000	16,978
Public Safety	88,821	45,361
Cultural & Recreational	33,000	21,524
Contingency Reserve	20,000	-
Economic Development	1,000	797
Transfer to CRF for Recreation	20,000	20,000
	<b>\$ 606,985</b>	<b>\$ 255,651</b>
% of Annual Budget Expended		42.12%

TOWN of Wentworth  
Budget vs. Actual  
July 2015 through June 2016

	Jul 15 - Jun 16	Budget	\$ Over Budget	% of Budget
Income				
Alcoholic Beverage Tax	0.00	13,000.00	-13,000.00	0.0%
Interest Income	265.14	225.00	40.14	117.8%
Other Revenues	0.00	0.00	0.00	0.0%
Fund Balance Appropriated	0.00	0.00	0.00	100.0%
Sale of Promotional Merchandise	30.00	0.00	30.00	100.0%
Total Other Revenues	30.00	0.00	30.00	100.0%
Rent	3,987.50	13,760.00	-9,772.50	29.0%
Sales and Use Tax	271,385.47	475,000.00	-203,614.53	57.1%
Utility Franchise Tax	65,303.85	105,000.00	-39,696.15	62.2%
Total Income	340,971.95	606,985.00	-266,013.04	56.2%
Gross Profit	340,971.95	606,985.00	-266,013.04	56.2%
Expense				
Capital Outlay				
Debt Service	15,977.75	35,000.00	-19,022.25	46.5%
Land/Property Improvements	8,870.12	20,000.00	-11,129.88	44.4%
Office Furniture Equipment	0.00	1,000.00	-1,000.00	0.0%
Transfer - Capital Project Fund	0.00	0.00	0.00	0.0%
Total Capital Outlay	24,847.87	56,000.00	-30,152.13	46.2%
Contingency Reserve	0.00	20,000.00	-20,000.00	0.0%
Cultural and Recreational				
Committees				
Appearance Committee	26.63	500.00	-473.37	5.3%
Historical Committee	125.00	500.00	-375.00	25.0%
Recreation Committee	0.00	500.00	-500.00	0.0%
Total Committees	151.63	1,500.00	-1,348.37	10.1%
Cultural & Recreational Misc.				
Beverly Whit Pinn 4th Center	0.00	0.00	0.00	0.0%
MAHC	11,500.00	11,500.00	0.00	100.0%
Other	3,000.00	3,000.00	0.00	100.0%
Renaissance Committee	0.00	0.00	0.00	0.0%
Rockingham Co Arts Council	1,500.00	1,500.00	0.00	100.0%
Wentworth PTA Ball Program	0.00	8,000.00	-8,000.00	0.0%
Total Cultural & Recreational Misc.	16,000.00	24,000.00	-8,000.00	66.7%
Special Events	5,372.23	7,500.00	-2,127.77	71.6%
Total Cultural and Recreational	21,523.86	33,000.00	-11,476.14	65.2%
Economic Development				
Rock. Co. Partnership Econ/Tour	797.03	1,000.00	-202.97	79.7%
Total Economic Development	797.03	1,000.00	-202.97	79.7%
Other Operating Costs				
Administration	858.90	2,300.00	-1,441.10	37.3%
Miscellaneous Administration	4,800.00	9,800.00	-5,000.00	48.9%
Town Council and Mayor		12,100.00	-12,100.00	0.0%
Total Administration	5,658.90	12,100.00	-6,441.10	46.8%

Town of Wentworth  
Budget vs. Actual  
July 2015 through June 2016

	Jul 15 - Jun 16	Budget	\$ Over Budget	% of Budget
Advertising	150.00	850.00	-700.00	17.6%
Other Advertising	158.24	850.00	-691.76	18.6%
Public Hearing Notices				
Total Advertising	368.24	1,700.00	-1,331.76	18.1%
Bank Charges	0.00	200.00	-200.00	0.0%
Dues & Membership	1,702.00	1,850.00	-148.00	92.0%
Equipment Leases				
Services/Maintenance Contracts	544.31	1,132.00	-587.69	48.1%
Equipment Leases - Other	134.40	483.00	-348.60	28.7%
Total Equipment Leases	678.71	1,600.00	-921.29	42.4%
Miscellaneous O.O.C.	-154.00	77,104.00	-77,258.00	-0.2%
Office				
Office Supplies	787.66	3,500.00	-2,712.34	22.5%
Total Office	787.66	3,500.00	-2,712.34	22.5%
Postage	542.71	1,400.00	-857.29	38.8%
Professional Services				
Accounting/Audit	8,350.00	8,350.00	0.00	100.0%
Board of Elections	0.00	5,500.00	-5,500.00	0.0%
Legal Counsel	9,506.36	18,000.00	-8,493.64	52.8%
Other Professional Services	0.00	250.00	-250.00	0.0%
Planning and Zoning	300.00	3,850.00	-3,550.00	7.8%
Planning and Zoning - Other	26,000.00	52,100.00	-26,100.00	49.9%
Total Planning and Zoning	26,300.00	55,950.00	-29,650.00	47.0%
Total Professional Services	44,156.36	88,050.00	-43,893.64	50.1%
Publications				
Technology Services	52.30	300.00	-247.70	17.4%
Computer/Software Support	208.05	1,000.00	-791.95	20.8%
Internet Service	509.40	1,020.00	-510.60	49.9%
Phone Service	2,213.80	5,100.00	-2,886.20	43.4%
Website Hosting/Maintenance	1,912.92	3,500.00	-1,587.08	54.7%
Total Technology Services	4,844.17	10,820.00	-5,975.83	45.6%
Town Property				
Insurance-Property & Liability	14,359.00	16,500.00	-2,141.00	87.0%
Maintenance Services	11,593.37	18,000.00	-6,406.63	64.4%
Utilities	5,640.48	14,500.00	-8,859.52	40.3%
Total Town Property	31,793.45	49,000.00	-17,206.55	64.9%
Total Other Operating Costs	90,370.50	247,424.00	-157,053.50	36.5%
Personnel Expenses				
Employee Insurance	450.00	600.00	-150.00	75.0%
Bond Insurance	1,172.16	2,400.00	-1,227.84	48.8%
Disability Insurance	4,869.42	16,675.00	-11,805.58	29.2%
Medical Premiums	-890.00	2,000.00	-2,890.00	-44.0%
Worker's Comp Insurance		21,675.00	-21,675.00	0.0%
Total Employee Insurance	5,611.58	21,675.00	-16,063.42	25.9%

Town of Wentworth  
Budget vs. Actual  
July 2015 through June 2016

	Jul 15 - Jun 16	Budget	\$ Over Budget	% of Budget
Employees Retirement	0.00	4,565.00	-4,565.00	0.0%
Federal Unemployment Tax	0.00	0.00	0.00	0.0%
FICA Tax Expense	3,575.18	9,200.00	-5,624.82	38.9%
Gross Salaries	40,748.71	91,985.00	-51,236.29	44.3%
Longevity	886.87	915.00	-29.13	96.8%
NC Unemployment Tax	-195.62	400.00	-595.62	-48.9%
Payroll Services	924.21	2,000.00	-1,075.79	45.2%
<b>Total Personnel Expenses</b>	<b>51,549.93</b>	<b>130,740.00</b>	<b>-79,190.07</b>	<b>38.4%</b>
Public Safety & Health	3,250.00	10,000.00	-6,750.00	32.5%
Animal Control - Hookingham Co.	31,968.00	63,916.00	-31,968.00	50.0%
Law Enforcement	0.00	0.00	0.00	0.0%
Law Enforcement Equipment	8,000.00	8,000.00	0.00	100.0%
Public Safety - Health - Misc.	0.00	2,500.00	-2,500.00	0.0%
Public Safety - P.D. Actions	0.00	2,250.00	-2,250.00	0.0%
Donation - SAAD	1,500.00	1,550.00	-50.00	100.0%
NC Highway Patrol	653.31	655.00	-1.69	99.7%
Other	10,153.31	14,905.00	-4,751.69	68.1%
<b>Total Public Safety &amp; Health - Misc.</b>	<b>45,361.31</b>	<b>88,821.00</b>	<b>-43,459.69</b>	<b>51.1%</b>
Transfer-Capital Reserve Fund	20,000.00	20,000.00	0.00	100.0%
Travel	0.00	5,000.00	-5,000.00	0.0%
Conferences/Schools	200.67	5,000.00	-4,799.33	4.0%
Meals/Lodging/Message	200.67	10,000.00	-9,799.33	2.0%
<b>Total Travel</b>	<b>255,651.17</b>	<b>606,985.00</b>	<b>-351,333.83</b>	<b>42.1%</b>
<b>Total Expense</b>	<b>85,320.79</b>	<b>0.00</b>	<b>85,320.79</b>	<b>100.0%</b>
<b>Net Income</b>				

**Mayor Paschal** asked for the loan balance for the Post Office construction. **Ms. Russell** did not have that figure in her report, but estimated the balance at approximately \$100,000.

**Councilmember Paschal III** asked how the Funding Request Policy was working for incoming requests. **Ms. Russell** explained that they have received a few inquiries and have emailed the policy and application to those inquiring. She said the policy has been helpful in streamlining the funding request process.

## Article VI. NEW BUSINESS

### C. Wentworth Historic Preservation Committee Membership

#### 1. Consideration of Amendment to Bylaws of the Wentworth Historic Preservation Committee: Membership and Terms of Office

**Mayor Paschal** made a MOTION, *“To amend the bylaws to allow six (6) people on the committee”*.

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

#### 2. Consideration of Reappointment to Committee: Margaret Perdue – P.O. Box 63 (NC 65), Wentworth NC

**Mayor Paschal** made a MOTION, *“That we reappoint Margaret Perdue to the Historic Preservation Committee”*.

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

#### 3. Consideration of appointment to Committee: Nancy T. Link – 753 Camp Dan Valley Rd.

**Mayor Paschal** made a MOTION, *“To appoint to the Historic Committee, a Ms. Nancy T. Link of 753 Camp Dan Valley Road”*.

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

## Article VII. Public Comments

No one signed the Speaker Register; however, Mayor Paschal asked Sheriff Sam Page to talk to Council about safety in the wake of recent terrorist attacks and mass shootings.

**Sheriff Page** said, “We’re dealing with some issues across the country and we are aware, being briefed, and receiving information on whether it is a matter of domestic terrorism or terrorism concerns and then your general criminal activity. We’re out working; we’re paying attention, and when we see any threatening issues, we try and make sure we get that out to you as soon as we can.”

**Councilmember Paschal III** referred to a recent crime in the Family Dollar parking lot on NC 87 in Wentworth where an elderly woman was assaulted and robbed. He asked Sheriff Page if there are any safety programs for senior citizens.

**Sheriff Page** explained that they generally get request from Churches to provide safety programs; however, if a senior center were to request a safety program/seminar, the Sheriff’s Department would be glad to assist.

**Article VIII. ANNOUNCEMENTS**

**Mayor Paschal** made the following announcements:

- The next regularly scheduled **Planning Board** meeting will be held on **Tuesday, January 19, 2016, at 7:00 p.m.** in the Town Hall Council Chambers.
- The next regularly scheduled **Town Council** meeting will be held on **Tuesday, February 2, 2016, at 7:00 p.m.** in the Town Hall Council Chambers.

**Councilmember Paschal III** asked Mr. Murphy if he had any progress to report on the Bottom Line Delivery (Zip Code Realignment) request for Wentworth. **Mr. Murphy** did not have any news to report.

**Article IX. ADJOURN**

**Mayor Paschal** made a **MOTION**, "*We adjourn*".

**Councilmember Paschal III** seconded the motion. All voted in favor and the meeting adjourned.

*Respectfully Submitted by:* \_\_\_\_\_  
Yvonne Russell, NCCMC  
Town Clerk

*Approved by:* \_\_\_\_\_  
R. Dennis Paschal Jr., Mayor