

TOWN OF JAMESVILLE
SPECIAL BOARD MEETING 06/22/2023
MINUTES

The following is an account of the minutes taken at the Special Board Meeting held between 6:00 p.m. & 7:37 p.m. on 06/22/2023 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846.

Attendees

- Craig Tucker - Mayor
- Willis Williams - Mayor Protem
- Rachel Craddock - Commissioner
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner

Absent

- Preston Craddock – Commissioner

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

I. Call to Order

Mayor Craig Tucker called the meeting to order at 6:12 p.m. After apologizing for arriving late, Commissioner Willis Williams offered the prayer. Also in attendance was Sheriff Tim Manning and Employee Betty Williams. Commissioner Preston Craddock was out of town due to work. It was noted by Willis Williams he would need to leave early due to having a sleep study scheduled for later in the evening.

II. Adopt Agenda

Commissioner Rachel Craddock moved to adopt the agenda, with a second by Commissioner Mary Allen. Motion unanimously passed. 4 Ayes – 0 Nays.

III. Public Comment – None.

IV. Animal Control

Joining the board for discussion regarding animal control issues was Sheriff Tim Manning. Mayor Tucker indicated he has researched animal control reports concerning Jamesville covering the past two years. Recalling the Town of Jamesville once had a leash law ordinance, the mayor expressed recent incidents have caused concern and is raising the need to address how to deal with animal control complaints and address enforcement policies. Most complaints have been regarding dogs running at large and at times being aggressive.

Sheriff Manning provided copies of animal control ordinances for Williamston and Robersonville. Leash law requirements and maintaining control is covered in those ordinances, and policies regarding a dangerous dog. County animal ordinances require rabies vaccination. The language of these ordinances could be adopted for use in Jamesville if the board approves.

Mayor Tucker commented that those who see a dog running loose usually know who the dog belongs to, that it is often a recurring problem. Sheriff Manning stated that due to time unavailable a police officer on patrol does not voluntarily stop to deal with a dog running loose, though an officer will respond to a complaint filed. For Jamesville, 21 dogs were picked up last year, as well as 37 in Robersonville and 100 in Williamston. The same also applies to many cats being taken to the shelter which is often full. More needs to be done to get citizens to spay or neuter their pets,

especially cats, and there are programs available to cover the expense. Approximately 60-70% of feral cats picked up are euthanized.

As to procedure for adopting animal control policies for Jamesville, Town Clerk Cockrell indicated a public hearing is required only for zoning and budget ordinances but not for regulatory ordinances.

In Williamston's regulations, Section 90.22 Dogs Running-at-Large, item (3) was identified as appropriate language for Jamesville to consider.

Commissioner Craddock cited that two elderly residents are distressed dealing with their neighbors having dogs which are not being controlled and have shown aggression. Those residents were identified as Ms. Katie Reynolds of 1046 St. Andrews Street and Ms. Vicky Chapman of 1170 Sunset Avenue.

Ms. Reynolds has had property damage to a chain-link fence caused by dogs owned by neighbors Ryan and Ebony Gonzales of 1070 St. Andrews Street and distressed by the constant barking at night disturbing her sleep. Her lawn mowing service workers have been frightened by the dogs when loose and aggressive. Once a regular walker for exercise, she no longer does so out of fear of being chased or attacked. Ms. Reynolds is also too timid to file any police complaint out of concern should more problems begin with the neighbors. Sheriff Manning noted that in order for his department to address and try to resolve such issues, a complaint has to be filed.

Ms. Chapman is truly petrified of dogs and has repetitively asked her neighbor Ms. Tamika Brown of 1156 Sunset Avenue to keep the dogs under control. As the ongoing problem has become too distressful, Ms. Chapman is selling her home and moving. This dog complaint situation has been reported officially. Craddock noted that Brown's dogs run loose all the time which makes it difficult to walk her own dogs outside.

During discussion, information was provided in detail by the board members to Sheriff Manning identifying the locations where problems are regularly occurring. With said info, these situations will be addressed and the dog owners contacted and given a warning about the complaints being made with future citations being written if necessary.

Commissioner Cockrell recalled that the incident at Ms. Reynolds' house with the mowers being chased was reported and then dealt with by an officer, but the officer indicated there was nothing he could do. In agreeing that the officer needed to be more assertive, Manning replied that he is aware of that situation and has addressed the matter with that officer, adding it is difficult to keep animal control employees that have a law-enforcement mindset.

It was stated to Manning by Cockrell and Tucker that the two dogs began to aggressively fight each other while in Ms. Reynolds' yard. Due to injuries, one dog died later that same day and was seen by Ms. Reynolds being buried in the Gonzales back yard. The officer had seen the injured dog which he described as "looking sickly," saying it did disturb him.

Mayor Tucker pointed out to Sheriff Manning that the 1070 St. Andrews Street address is the same location which involved recent reports of gun fire and disturbances with the residents at Tamika Brown's location on Sunset Avenue. Guns were confiscated and a citation written [Gonzales].

As to barking dogs, Manning noted Williamston's regulations address such under Section 90.21, which would be appropriate language to incorporate for Jamesville.

Mayor Tucker gave the example that his dogs are contained by an underground fence system. He posed if language needs to specify that dogs running-at-large need to be defined as being off the owner's property.

Commissioner Craddock brought forward the recent situation of her daughter's small dog being attacked and killed by a neighbor's pit bull, which happened to be the second time being attacked by the same dog. She commented how roaming pit bulls usually are the type of dogs that cause problems. Referencing Williamston's ordinance concerning pit bull breed language, Manning stated there has been recent case law dealing with regulations citing pit bulls specifically, with advice given to be careful about breed specific language. There is also language which references and defines a "dangerous dog."

Sheriff Manning then addressed Craddock's daughter's dog being attacked and killed and how the neighbor hid the pit bull after the attack. As the first situation was not handled with proper follow-up, the second incident was urgently addressed and the attacking pit bull eventually secured by animal enforcement and later euthanized.

Sheriff Manning indicated he will be having an officer make contact June 23 at both the Gonzales and Brown residences to deal with the nuisances being described. With regards to barking complaints, the nuisance has to be prolonged and habitual barking, not just the dog reacting to something or someone. To have a problem dog declared dangerous, reports need to be filed of said incidents.

Discussion brought forward the need for persons to testify in court in order for enforcement to be done, specifically if law enforcement is trying to have a dog identified as dangerous and the owner appeals.

Mr. Stephen Stone, a resident on Sunset Avenue, was mentioned as someone who might be willing to testify as he has also been charged at by the dogs from the Gonzales residence.

A former resident on Brown Street, Mr. John Hilts, was charged at by the Gonzales dogs and he called to report the problem.

Mr. Andy Summerlin, a resident on Sunset Avenue, has had recurring problems with Ms. Brown's dogs and is very frustrated with the nuisance.

Manning then reiterated he will have both locations contacted by law enforcement first thing in the morning to have the dog owners told they are no longer allowed to let the dogs loose, day or night, and upon report of any future complaint call, citations will be written. Further discussion addressed surrender of the dogs if the owners do not want to be responsible for the pet. Both owner situations have indicated they do not want to pay for their dogs to be taken by animal control.

With regards to Ms. Brown's residence, it was noted many younger persons live at the location and are barely able to control the dogs when trying to do so. Manning stated that a person has to be of an age who can maintain control. As to tethering, there are county regulations addressing the manner of proper restraint. The mayor also added that Ms. Brown has said the dogs belong to her kids and she does not really want the pets.

Manning indicated he will instruct his officers to use common sense in these situations. If the dog owners do not want to pay the surrender fee but are willing to surrender the animals, the officer will be told to go ahead and take the animal without any fee collected so that the nuisance to everyone else is simply being resolved.

A primary concern is an elderly person or anyone being injured or killed by an aggressive dog, Commissioner Craddock summarized. Both Craddock and Commissioner Cockrell expressed that something needs to be done now to correct the problems being experienced rather than waiting until someone is unfortunately mauled.

Mayor Tucker offered to help with any questions or officer needing assistance while dealing with an animal complaint.

Craddock recommended that police officers receive more training in dealing with animal control issues. Understanding the concern, Manning said he does have more experience than his officers do in knowing how to approach such situations. With stressing that actions can only be taken if official complaints are made and testimony is offered, or if an officer actually observes an incident, there is limitations of what can be done. Unfortunately, if a dog attacks another animal or a person, then evidence is at hand and can be acted upon by law enforcement. Encouragement was given for citizens to make complaints and that repetitive records can build evidence as well.

Mayor Tucker inquired about officers responding to a complaint being able to access data that would show a situation is an ongoing problem. Sheriff Manning explained about some information being difficult to access on weekends. A deputy has access to more information than an animal control officer does. The software system PetPoint is used and creates a very informative incident report, especially for state reporting. Not all info is reported to PetPoint and a complaint may involve just a daily log report mention if no crime occurred and if no action is taken when an officer does follow up to a call.

Manning recommended Jamesville consider adopting language used by Williamston for animal control, which Clerk Cockrell accessed online for a complete copy. Section 90.22 in its entirety was highlighted. Regulations for vaccination and tags/ collars required are included in the county's ordinances.

The number of employees in the sheriff's department was discussed, with Manning indicating they are doing the best they can to cover all shifts and positions as well as wanting to retain employees. Response time tracked through the CAD system was mentioned, as well as general discussion dealing with sovereign citizens and persons who video/audio record police officers on duty.

Speed Issues. Commissioner R. Craddock brought to Sheriff Manning's attention about speeding problems occurring on St. Andrews Street, as well as problems with loud vehicles. Manning indicated officers have written some warnings and tickets, and regarding the noise, the noise ordinance would have to apply because most loud vehicles still comply with proper equipment regulations.

Further discussion talked about the speed of traffic on US 64 and red lights commonly being driven through by vehicles. A digital speed sign was suggested by Manning to be placed to alert motorists.

Craddock and Mayor Tucker inquired about the usefulness of rumble strips for all four traffic directions of the US 64 / NC 171 intersection, mostly for the purpose of alerting to stop than for controlling speed.

The use of jake brakes was also brought forward.

Board members joined Commissioner Cockrell in offering their appreciation to Sheriff Manning for all he does for Martin County and Jamesville.

At this time, Commissioner Williams excused himself to leave. Time was 7:21 p.m.

V. Cemetery Ordinance / Policy – Deferred, nothing brought forward at this time.

VI. Board Member Compensation

Town Clerk/Finance Officer Cockrell reported she contacted Williamston, Robersonville and Martin County for information relating to board member compensation. Each entity pays elected

officials once a month a flat fee regardless of how many meetings are held or other meetings attended. As to Williamston and Robersonville's fee, it is approximately \$220/\$240 per month. Upon question by Commissioner R. Craddock, Cockrell explained Jamesville pays \$100 per meeting, which is budgeted at a minimum of \$1,200/12 meetings per commissioner and an additional allowance to cover special meetings. Last year's fiscal budget paid out just over \$2,000 to each board member. Williamston and Robersonville also covers lodging, mileage and meals, same as Jamesville.

As Jamesville is comparable to Williamston and Robersonville, Commissioner R. Craddock indicated she is okay with leaving Jamesville's current compensation policy as is.

VII. FY 22-23 Final Budget Amendments

Finance Officer Cockrell presented the final FY 22-23 budget amendments, balancing all funds and including reconciliations for payroll expenses. A small cushion has been allowed for any necessary repair which might occur during the last days of the fiscal year.

It was noted the John Deere mower was repaired for \$693, versus the original estimate of \$1,500.

Commissioner Allen moved for approval with all funds balancing. Commissioner R. Craddock seconded. Motion unanimously passed. 3 Ayes - 0 Nays.

**Town of Jamesville - General Fund
FY 2022-2023 Final Budget Amendments
June 22, 2023**

	<u>Budget</u>	Proposed Amendment	<u>FY 22-23 Final Budget</u>
Income			
Ad valorem taxes			
1030111 - 2011 Taxes	0.00		0.00
1030112 - 2012 Taxes	0.00	\$55.00	55.00
1030113 - 2013 Taxes	0.00	\$55.00	55.00
1030114 - 2014 Taxes	0.00		0.00
1030115 - 2015 Taxes	0.00		0.00
1030116 - 2016 Taxes	0.00		0.00
1030117 - 2017 Taxes	0.00	\$810.00	810.00
1030118 - 2018 Taxes	1,100.00	\$1,030.00	2,130.00
1030119 - 2019 Taxes	3,000.00	-\$602.00	2,398.00
1030120 - 2020 Taxes	4,000.00	-\$2,230.00	1,770.00
1030121 - 2021 Taxes	7,000.00	-\$3,577.00	3,423.00
1030122 - 2022 Taxes	97,000.00		97,000.00
1030123 - 2023 Taxes	0.00		0.00
1030200 - PENALTIES AND INTEREST	500.00	\$2,350.00	2,850.00
1031000 - VEHICLE TAX	26,000.00		26,000.00
Total Ad valorem taxes	<u>138,600.00</u>		<u>136,491.00</u>
Other governmental revenues			
1032900 - INTEREST	4,220.00	\$2,100.00	6,320.00
1032901 - CEMETERY INTEREST	1,400.00	\$1,050.00	2,450.00
1033104 - COPIES & FAX COLLECTIONS	200.00	-\$60.00	140.00
1033200 - CEMETERY LOT SALES	7,000.00	\$600.00	7,600.00
1033300 - Scrap Metal/Equipment sale	120.00		120.00
1034503 - SALE OF ASSETS	0.00		0.00
1035800 - MISCELLEANOUS	130.00		130.00
1037900 - ELECTIONS	25.00	-\$25.00	0.00
1038200 - HERRING FESTIVAL REVENUE	29,000.00	\$2,130.00	31,130.00
1038500 - ZONING REVENUE	800.00	\$625.00	1,425.00
1039300 - APPROPRIATED FUND BALANCE	41,925.00	-\$10,245.00	31,680.00
Total Other governmental revenues	<u>84,820.00</u>		<u>80,995.00</u>
Other taxes and license			
1035000 - PRIVILEGE LICENSES	30.00		30.00
Total Other taxes and license	<u>30.00</u>		<u>30.00</u>
Restricted intergovernmental			
1032902 - POWELL BILL INTEREST	2,400.00	\$300.00	2,700.00
1034300 - POWELL BILL REVENUE	15,000.00	\$400.00	15,400.00
1035100 - CARES Act Funding	0.00		0.00
1035200 - AMERICAN RESCUE PLAN FUNDING	0.00		0.00
1035300 - RECREATION	5,285.00		5,285.00
Total Restricted intergovernmental	<u>22,685.00</u>		<u>23,385.00</u>
Unrestricted intergovernmental			
1033000 - PAYMENT IN LIEU OF TAXES	0.00	\$812.00	812.00

**Town of Jamesville - General Fund
 FY 2022-2023 Final Budget Amendments
 June 22, 2023**

	<u>Budget</u>	Proposed Amendment	<u>FY 22-23 Final Budget</u>
1034400 - BEER AND WINE EXCISE TAX	1,900.00	-\$20.00	1,880.00
1034401 - ABC REVENUE	1,385.00	\$900.00	2,285.00
1034500 - LOCAL OPTION SALES TAX	66,000.00		66,000.00
1036701 - SALES TAX REFUND	400.00	\$350.00	750.00
1037700 - FRANCHISE-TELECOM SALES TAX	26,000.00	-\$1,600.00	24,400.00
1037800 - SOLID WASTE DISPOSAL	330.00	-\$78.00	252.00
Total Unrestricted intergovernmental	96,015.00		96,379.00
Total Income	342,150.00		337,280.00
Expense			
Cemetery			
1040167 - CEMETERY LOTS- BUY BACK	1,000.00		1,000.00
1040168 - CEMETERY EXPENSE	2,000.00		2,000.00
Total Cemetery	3,000.00		3,000.00
GENERAL GOVERNMENT			
104010 - Assistant Town Clerk	0.00		0.00
1040101 - SALARY- CLERK	0.00		0.00
1040108 - STATE UNEMPLOYMENT REIMBURSEMEN	300.00	-\$150.00	150.00
1040109 - FICA MATCH	8,600.00	\$300.00	8,900.00
1040110 - RETIREMENT EXPENSE	13,000.00	\$300.00	13,300.00
1040111 - EMPLOYEE INSURANCE	32,500.00		32,500.00
1040112 - BONUS/LONG/COMMISSIONER PAY	20,310.00		20,310.00
1040113 - WORKMEN'S COMP	3,500.00		3,500.00
1040116 - ADMIN SALARIES	39,100.00	-\$2,000.00	37,100.00
1040117 - AUDIT FEES	7,500.00	-\$140.00	7,360.00
1040118 - ATTORNEY FEES	3,000.00	-\$1,800.00	1,200.00
1040124 - OFFICE EXPENSE	3,000.00	\$500.00	3,500.00
1040125 - MATERIAL & SUPPLIES	3,000.00		3,000.00
1040128 - DONATIONS/MEMORIAL CONTRIBUTION	0.00		0.00
1040129 - MISCELLANEOUS	3,800.00		3,800.00
1040131 - TRAVEL	2,200.00	-\$800.00	1,400.00
1040132 - CHRISTMAS DECORATIONS	2,000.00		2,000.00
1040133 - ELECTRICITY- TOWN HALL	1,300.00	-\$300.00	1,000.00
1040134 - TELEPHONE	2,000.00	-\$200.00	1,800.00
1040135 - ADVERTISING AND PRINTING	900.00		900.00
1040138 - PARADE EXPENSES	0.00		0.00
1040140 - DUES	2,600.00		2,600.00
1040142 - FIRE DISTRICT TAX	14,000.00		14,000.00
1040145 - PROPERTY/LIABILITY INSURANCE	7,910.00		7,910.00
1040146 - BONDS	175.00		175.00
1040148 - REPAIRS	6,500.00		6,500.00
1040149 - DIESEL FUEL	3,000.00		3,000.00
1040151 - ELECTIONS EXPENSE	0.00		0.00
1040152 - TRAINING	1,800.00	-\$600.00	1,000.00

**Town of Jamesville - General Fund
FY 2022-2023 Final Budget Amendments
June 22, 2023**

	<u>Budget</u>	Proposed Amendment	<u>FY 22-23 Final Budget</u>
1040166 - TAX COLLECTIONS FEES	4,200.00		<u>4,200.00</u>
1040169 - MOSQUITO SPRAYING	3,000.00	-\$375.00	<u>2,625.00</u>
1040170 - OPERATING TRANSFER	0.00		<u>0.00</u>
1040175 - MID EAST COMMISSION SERVICE	0.00		<u>0.00</u>
1040190 - CAPTIAL OUTLAY	1,800.00		<u>1,800.00</u>
1040196 - ZONING EXPENSE	3,000.00		<u>3,000.00</u>
1048200 - HERRING FESTIVAL EXPENSE	32,000.00	\$100.00	<u>32,100.00</u>
1048300 - COVID-19 Pandemic	0.00		<u>0.00</u>
1048400 - AMERICAN RESCUE PLAN EXPENSE	0.00		<u>0.00</u>
1048500 - RECREATION	5,285.00		<u>5,285.00</u>
Total GENERAL GOVERNMENT	<u>231,080.00</u>		<u>225,915.00</u>
Public Safety			
1043000 - PUBLIC SAFETY/SHERIFF DEPT	4,000.00	\$2,000.00	<u>6,000.00</u>
Total Public Safety	<u>4,000.00</u>		<u>6,000.00</u>
Sanitation			
1040102 - SALARY MAINT 1	0.00		<u>0.00</u>
1040103 - SALARY MAINT 2	0.00		<u>0.00</u>
1040106 - Public Works Director Trainee	0.00		<u>0.00</u>
1040107 - WATER/WASTEWATER OPERATOR	0.00		<u>0.00</u>
1040115 - SALARIES	59,400.00	\$500.00	<u>59,900.00</u>
1047026 - GARBAGE PICKUP	2,200.00	-\$300.00	<u>1,900.00</u>
1047027 - DEBRIS REMOVAL (Landfill)	2,400.00	\$200.00	<u>2,600.00</u>
1047049 - FUEL	6,000.00	-\$1,000.00	<u>5,000.00</u>
Total Sanitation	<u>70,000.00</u>		<u>69,400.00</u>
TRANSPORTATION			
1045000 - PB Salaries	14,000.00	\$85.00	<u>14,085.00</u>
1045001 - FICA Expense	1,070.00	\$10.00	<u>1,080.00</u>
1045048 - STREET REPAIRS	3,000.00		<u>3,000.00</u>
1045069 - MAPS/SIGNS	500.00	-\$500.00	<u>0.00</u>
1046000 - POWELL BILL EXPENSE	0.00		<u>0.00</u>
Total TRANSPORTATION	<u>18,570.00</u>		<u>18,165.00</u>
Transportation - streets			
1045036 - STREET LIGHTING	15,500.00	-\$700.00	<u>14,800.00</u>
Total Transportation - streets	<u>15,500.00</u>		<u>14,800.00</u>
Total Expense	<u>342,150.00</u>		<u>337,280.00</u>
Net Income	<u>0.00</u>		<u>0.00</u>

**Town of Jamesville - Water/Sewer
FY 2022-2023
Final Budget Amendments
June 22, 2023**

	Budget	Proposed Amendment	FY 22-23 Final Budget
Ordinary Income/Expense			
Income			
Operating Revenues			
Charges for services			
3037100 · Water & Sewer Charges	228,000.00	-\$2,000.00	226,000.00
Total Charges for services	228,000.00		226,000.00
Other operating revenues			
3032900 · Interest	4,000.00	\$600.00	4,600.00
3032901 · Interest - American Rescue Plan	0.00		0.00
3035800 · Miscellaneous	300.00	\$30.00	330.00
3037102 · Water Taps	750.00		750.00
3038000 · Insurance Claim	10,880.00	\$9.00	10,889.00
3038200 · Operating transfer	0.00		0.00
3038400 · Sales Tax Refund	600.00	\$2,100.00	2,700.00
3039300 · Fund Balance Appropri	45,569.00	-\$1,478.00	44,091.00
Total Other operating revenues	61,899.00		63,160.00
Total Operating Revenues	289,899.00		289,160.00
Restricted Funds			
3038600 · American Rescue Plan	0.00		0.00
Total Restricted Funds	0.00		0.00
3039000 · Proceeds from installment agrmt	0.00		0.00
Total Income	289,899.00		289,160.00
Expense			
American Rescue Plan Act			
3071491 · American Rescue Plan (W)	0.00		0.00
3071891 · American Rescue Plan (S)	0.00		0.00
Total American Rescue Plan Act	0.00		0.00
Operating Expenses			
Insurance			
Sewer			
3071745 · Insurance	3,955.00		3,955.00
Total Sewer	3,955.00		3,955.00
Water			
3071345 · Insurance	3,955.00		3,955.00
Total Water	3,955.00		3,955.00
Total Insurance	7,910.00		7,910.00
Miscellaneous.			
Sewer			
3071796 · Transfer to Reserve..	0.00		0.00
3071829 · Miscellaneous.	3,750.00		3,750.00
3071890 · Capital Outlay.	51,500.00	\$1,500.00	53,000.00
Total Sewer	55,250.00		56,750.00
Water			

**Town of Jamesville - Water/Sewer
FY 2022-2023
Final Budget Amendments
June 22, 2023**

	<u>Budget</u>	Proposed Amendment	<u>FY 22-23 Final Budget</u>
3071396 - Transfer to Reserve	0.00		0.00
3071429 - Miscellaneous	3,750.00		3,750.00
3071490 - Capital Outlay	28,500.00	\$1,500.00	28,000.00
Total Water	30,250.00		31,750.00
Total Miscellaneous.	85,500.00		88,500.00
Office Expense			
Sewer			
3071724 - Office Supplies	1,500.00		1,500.00
3071752 - Training.	1,000.00	-\$800.00	200.00
3071753 - Travel.	1,000.00	-\$900.00	100.00
3071837 - Advertising.	600.00		600.00
Total Sewer	4,100.00		2,400.00
Water			
3071324 - Office Supplies	1,500.00		1,500.00
3071352 - Training	1,000.00	-\$800.00	200.00
3071353 - Travel	1,000.00	-\$900.00	100.00
3071437 - Advertising	1,000.00		1,000.00
Total Water	4,500.00		2,800.00
Office Expense - Other	0.00		0.00
Total Office Expense	8,600.00		5,200.00
Permits and fees			
Sewer			
3071741 - Permits/Fees	2,000.00		2,000.00
Total Sewer	2,000.00		2,000.00
Water			
3071340 - Dues	400.00		400.00
3071341 - Permits & Fees	1,100.00		1,100.00
Total Water	1,500.00		1,500.00
Total Permits and fees	3,500.00		3,500.00
Professional Fees			
Sewer			
3071717 - Audit Fees	3,700.00		3,700.00
3071818 - Attorney (S)	0.00		0.00
3071819 - Engineer	0.00		0.00
Total Sewer	3,700.00		3,700.00
Water			
3071317 - Audit Fees	3,700.00		3,700.00
3071418 - Attorney (W)	0.00		0.00
Total Water	3,700.00		3,700.00
Total Professional Fees	7,400.00		7,400.00
Salaries and Benefits			
Sewer			
307170. - Assistant Town Clerk (S)	0.00		0.00

**Town of Jamesville - Water/Sewer
FY 2022-2023
Final Budget Amendments
June 22, 2023**

	<u>Budget</u>	Proposed Amendment	<u>FY 22-23 Final Budget</u>
3071700 - Sewer Administration	25,000.00	\$500.00	25,500.00
3071701 - Clerk (S)	0.00		0.00
3071702 - Maint. 1 (S)	0.00		0.00
3071703 - Maint. 2 (S)	0.00		0.00
3071705 - Trainee (S)	0.00		0.00
3071710 - Retirement Expense (S)	2,600.00		2,600.00
3071711 - Employee Insurance (S)	6,800.00		6,800.00
3071716 - Worker's Comp (S)	1,650.00		1,650.00
3071720 - Wastewater Operator (S)	0.00		0.00
3071746 - OPEB Expense (S)	1,200.00		1,200.00
3071750 - Employee Uniforms (S)	0.00		0.00
Total Sewer	37,250.00		37,750.00
Water			
3071300 - Water Administration	25,000.00	\$500.00	25,500.00
3071301 - Clerk (W)	0.00		0.00
3071302 - Maint. 1 (W)	0.00		0.00
3071303 - Maint. 2 (W)	0.00		0.00
3071305 - Trainee (W)	0.00		0.00
3071309 - FICA Match (W)	3,700.00		3,700.00
3071310 - Retirement Exp (W)	2,600.00		2,600.00
3071311 - Employee Ins. (W)	6,800.00		6,800.00
3071312 - Worker's Comp (W)	1,650.00		1,650.00
3071313 - State Unemployment Tax (W)	150.00		150.00
3071320 - Water Operator (W)	0.00		0.00
3071346 - OPEB Expense (W)	1,200.00		1,200.00
3071350 - Employee Uniforms (W)	0.00		0.00
Total Water	41,100.00		41,600.00
Total Salaries and Benefits	78,350.00		79,350.00
Salt.			
Water			
3071425 - Salt	10,000.00	-\$500.00	9,500.00
Total Water	10,000.00		9,500.00
Total Salt.	10,000.00		9,500.00
Sludge Removal			
Sewer			
3071830 - Sludge Removal	1,300.00		1,300.00
Total Sewer	1,300.00		1,300.00
Total Sludge Removal	1,300.00		1,300.00
Supplies, materials and repairs			
Sewer			
3071735 - Diesel	1,400.00		1,400.00
3071823 - Supplies & Materials	4,000.00		4,000.00

**Town of Jamesville - Water/Sewer
FY 2022-2023
Final Budget Amendments
June 22, 2023**

	<u>Budget</u>	Proposed Amendment	<u>FY 22-23 Final Budget</u>
3071828 - Truck Expense	700.00		700.00
3071836 - Fuel - Gas	2,500.00		2,500.00
3071847 - Contract labor	900.00	-\$900.00	0.00
3071848 - Repairs & Maintenance.	15,000.00	\$1,861.00	<u>16,861.00</u>
Total Sewer	<u>24,500.00</u>		<u>25,461.00</u>
Water			
3071423 - Supplies/Materials	6,000.00	\$800.00	6,800.00
3071427 - Meter Boxes and Lids	500.00	-\$500.00	0.00
3071428 - Truck Expense	700.00	-\$400.00	300.00
3071435 - Diesel	1,400.00		1,400.00
3071436 - Fuel - Gasoline	2,500.00		2,500.00
3071447 - Contract labor	900.00	-\$900.00	0.00
3071448 - Repairs & Maintenance	13,000.00		<u>13,000.00</u>
Total Water	<u>25,000.00</u>		<u>24,000.00</u>
Total Supplies, materials and repairs	<u>49,500.00</u>		<u>49,461.00</u>
Utilites			
Sewer			
3071833 - Electricity	12,000.00	\$100.00	12,100.00
3071834 - Telephone	1,800.00	\$100.00	<u>1,700.00</u>
Total Sewer	<u>13,800.00</u>		<u>13,800.00</u>
Water			
3071433 - Electricity	4,500.00	-\$1,500.00	3,000.00
3071434 - Telephone	765.00		<u>765.00</u>
Total Water	<u>5,265.00</u>		<u>3,765.00</u>
Total Utilites	<u>18,865.00</u>		<u>17,565.00</u>
Water & Sewer Analysis			
Sewer			
3071839 - Sewer Analysis	5,600.00		<u>5,600.00</u>
Total Sewer	<u>5,600.00</u>		<u>5,600.00</u>
Water			
3071439 - Water Analysis	8,800.00	\$500.00	<u>9,300.00</u>
Total Water	<u>8,800.00</u>		<u>9,300.00</u>
Total Water & Sewer Analysis	<u>14,400.00</u>		<u>14,900.00</u>
Total Operating Expenses	<u>285,325.00</u>		<u>284,586.00</u>
USDA Debt Service			
USDA Contingency Reserve Fund			
3072000 - Contingency Reserve Fund	416.00		<u>416.00</u>
Total USDA Contingency Reserve Fund	<u>416.00</u>		<u>416.00</u>
USDA Debt Service - Sewer			
3071849 - Principle Payment (\$)	2,018.00	-\$339.00	1,679.00
3071850 - Interest Payment (\$)	61.00	\$339.00	<u>400.00</u>
Total USDA Debt Service - Sewer	<u>2,079.00</u>		<u>2,079.00</u>
USDA Debt Service - Water			

**Town of Jamesville - Water/Sewer
 FY 2022-2023
 Final Budget Amendments
 June 22, 2023**

	<u>Budget</u>	Proposed Amendment	FY 22-23 Final Budget
3071449 - Principle Payment (W)	2,018.00	-\$339.00	1,679.00
3071450 - Interest Payment (W)	61.00	\$339.00	400.00
Total USDA Debt Service - Water	<u>2,079.00</u>		<u>2,079.00</u>
Total USDA Debt Service	<u>4,574.00</u>		<u>4,574.00</u>
Total Expense	<u>289,899.00</u>		<u>289,160.00</u>
Net Ordinary Income	<u>0.00</u>		<u>0.00</u>
Net Income	<u>0.00</u>		<u>0.00</u>

VIII. Employee Comp-Time Payout

Finance Officer Cockrell presented board members the employee comp-time payout for the period covering April 1 through June 17, 2023, which has been included in the final budget amendments. This payout is for time which cannot be taken before the fiscal year close and needs to be paid. As to any comp time that might be earned after June 17 and before June 30, employees will be mindful to limit their hours and take off any time earned as a way to not incur further expense.

Clarification was made regarding an employee [Robbie Cockrell] that was working last week during a scheduled vacation period. The hours worked by that employee will be paid and any unused vacation hours will still remain available. Said employee has also used accumulated comp time versus being paid for the overtime hours.

Further discussion noted that Employee R. Cockrell was called by Employee Lilley to assist on a water leak, although Lilley did not have authority or approval to request Cockrell's help. Mayor Tucker, as supervisor, was not first notified by Lilley of the problem but learned of the situation after the repair was already occurring with Cockrell assisting. As the board became mindful of being in open session, discussion about employees was ended and postponed to be discussed further at the July board meeting.

Finance Officer Cockrell posed that if there is some unforeseen reason that employees have to work with overtime being earned, the time would not be that much and would only affect Lilley and Thomas. Should such occur, the board can address it at the July meeting and the expense adjusted back to the previous fiscal year's budget. F.O. Cockrell reiterated that with comp-time hours actually being overtime hours, the expense has to be paid and is not accumulated like vacation or sick time.

Commissioner R. Craddock moved for approval of the comp-time payout, with a second by Commissioner Allen. Upon call for the vote, the motion carried unanimously. 3 Ayes – 0 Nays.

IX. Board Comments – None.

X. Adjourn

Commissioner Allen moved to adjourn at 7:37 p.m., with a second by Commissioner R. Craddock. The motion unanimously passed. 3 Ayes – 0 Nays.

Respectfully submitted by:
Kimberly Cockrell,
Town Clerk/Finance Officer