

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL
SPECIAL CALLED MEETING
BUDGET WORK SESSION
APRIL 16, 2024**

THE FRANKLIN TOWN COUNCIL held a special called meeting on Monday, April 16, 2024, at 6:00 p.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

1. CALL TO ORDER

Mayor Jack Horton called the meeting to order at 6:00 p.m. with the following members present: Vice Mayor Stacy Guffey, Council Members, Mike Lewis, David Culpepper, and Robbie Tompa.

Council Members Joe Collins and Rita Salain were absent.

2. Request for approval of Budget Amendment to purchase 400 KW generator and transfer switch – Amie Owens, Town Manager

The Town has the opportunity to purchase a 400 KW generator, for the Water Treatment Plant, from Angel Medical Center for \$20,000.

Council Member David Culpepper made a motion, seconded by Council Member Mike Lewis to approve the budget amendment for the purchase of the generator and transfer switch as presented. The motion carried unanimously. Vote: 4-0.

3. BUDGET DISCUSSION

FY 2024/2025 Budget Development

Town Manager Amie Owens presented an overview of the FY 2024/2025 proposed Budget Development:

- tax rate remains @ \$0.33
- water/sewer increase of 5% per CIP
- return to fire district tax rate of \$0.07 (decided by Macon County Board of County Commissioners)
- use minimal fund balance appropriation to balance the budget
- ARPA funds must be allocated by 12/31/2024
- with implementation of Fund Balance Policy, there are funds available for capital expenditures per Town Council direction

General Fund to balance needs \$25,555 from Fund Balance

Fire Fund balances with the \$0.07 tax rate

Water/Sewer Fund will require \$835,000 from retained earnings to balance

\$421,761.25 remains in ARPA funds (recommends using for water/sewer projects to close out funding and prevent from returning to Federal Government)

Expenditure Increases:

- 14.3 % Health Insurance
- 10 % Dental/Life Insurance
- Retirement Contribution (state mandated)

- 1.0 % Law Enforcement Employee
- .74 % General Employee
- Retiree Insurance
- 10 % Workers Comp and Property/Liability Insurance
- Step Increase for Employees
- Disaster Recovery/Cyber Protection

Total increase for above expenditures is \$222,787.

Personnel

- Convert part-time Accounting Assistant to Full-time Accounting Technician \$30,000 (salary & benefits)
- New full-time position in Streets Dept- Maintenance Worker \$41,500 (salary & benefits)
- New full-time Main Street Coordinator position \$54,000 (salary & benefits)
 - Mayor Horton asked if there was enough work for a full-time position. Town Manager Owens said there were some concerns. Vice Mayor Guffey felt like there would be plenty of work for this position.
 - Council Member Culpepper asked if the Main Street Coordinator position could be combined with Code Enforcement? Town Manager Owens said the job responsibilities were not compatible.
 - Additional discussion was held about the Main Street Coordinator position and it will be discussed again in May.
- Fire Department converting to a 14 day pay cycle instead of 28-day cycle to match other departments
- Police Department on-call pay model to match current on-call model with Public Works

Town Manager Owens presented an overview of budget request for FY 2024/2025

- Department Capital Request (See attached Exhibit A)
 - Councilman Culpepper asked about the current sweeper truck, inquired on the Police Dept vehicle request and the Code Enforcement vehicle request.
 - Vice Mayor Guffey asked if the remaining ARPA finds could be used on sidewalks.
 - Councilman Culpepper asked if ARPA funds could be used for the Greenway paving project.
- Request for Inclusion- currently not included in Budget
 - The Franklin Garden Club has requested \$9,000 (same as last year) for maintenance of Town squares/decorating entry signs/flowers/replacement of planters on Main Street/maintain rock garden
 - Macon County Transit has requested \$62,000
 - Discussion was held on how Macon County Transit is funded and the possibility of the Town funding a portion of the Gem Route that benefits the Town of Franklin. Mayor Horton made a recommendation to fund \$2,500 and ask TDA to match the \$2,500. Town Manager Owens will reach out to Darlene Asher, Director of Macon County Transit, to see if she is available to attend the May Council Meeting to give an overview of the economic impact for the Town of Franklin.

- Roundabout beautification and improvements: The request was made by citizens. Vice Mayor Guffey and Councilman Culpepper are both in favor of the roundabout beautification. Town Manger Owens will research the cost.

4. TOWN COUNCIL DISCUSSIONS AND RECOMMENDATIONS

- Vice Mayor Guffey would like to fund the shortfall of \$1,500 for the Macon County Farmers Market. After discussion, it was noted that there is not a budget line for non-profits. Vice Mayor Guffey withdrew his request.
- Councilman Culpepper would like to see ARPA funds used for recreation and not on water/sewer projects. He would like to see these funds that were given to the Town used for Town residents. He would like to expand the skate park and add a pump track/skate track. He said this is a one-time shot because recreation is the first thing to get cut from budgets. Mayor Horton said that the Town is the only entity that provides water and sewer to residents. Councilman Lewis said he was committed to following the Recreation Plan that was adopted and the pump track was in phase 2 of the plan.

There was discussion on the possibility of raising money for projects. Finance Director Sarah Bishop said the Police and Fire Departments accepts contributions. The Town would not turn down any donations or contributions.

Town Manager Owens received notes from Councilwoman Salain. She would like see sidewalk improvements, more beautification and would like to add recycling bins at festivals.

5. ADJOURN

Vice Mayor Stacy Guffey made a motion, seconded by Council Member Mike Lewis to adjourn the meeting at 7:22 p.m. Motion carried. Vote: 4 to 0.

C. Jack Horton, Mayor

Nicole Bradley, Town Clerk

FY 2025 Capital Improvement Plan

	Request	Funding Source
IT CIP - FY 2025		
Replacement Switches	\$23,000	General Fund
Planning CIP - FY 2025		
Vehicle Code Enforcement	\$36,000	General Fund
Police CIP - FY 2025		
Replacement Rifles	\$3,400	General Fund
Vehicles - New	\$100,000	General Fund
Replacement Tasers	\$11,830	General Fund
Public Works CIP - FY 2025		
One Ton Flatbed Truck	\$70,000	Water/Sewer Fund
Tire Changer & Wheel Balancer	\$12,500	Water/Sewer Fund
Streets CIP - FY 2025		
Milling and Paving - townwide	\$107,000	Powell Bill
Plow and Spreader attachments for truck	\$20,000	Powell Bill
Tractor with attachments	\$115,000	General Fund
Sidewalks townwide	\$120,000	General Fund
Line Striper	\$5,500	General Fund
Water Treatment CIP - FY 2025		
Vehicle	\$38,000	Water/Sewer Fund
Clearwell replacement	\$4,200,000	Water/Sewer Fund - Retained Earnings or financing
HVAC Installation	\$16,300	Water/Sewer Fund
Replace Generator	\$400,000	Water/Sewer Fund/ARPA Funding
Wastewater Treatment CIP - FY 2025		
Aerator Conversion	\$19,000	Water/Sewer Fund
Fire Department CIP - FY 2025		
Replace pumper truck	\$60,000	Fire Dept Fund
Replace pumper/tanker truck	\$40,000	Fire Dept Fund

\$5,397,530

Fiscal Year 2025	
General Fund Expenditures	\$414,730
Powell Bill Expenditures	\$127,000
Water/Sewer Fund Expenditures	\$555,800
Water/Sewer Retained Earnings	\$4,200,000
Fire Department	\$100,000
Forfeiture Funds	
Fund Balance	
TOTAL CIP REQUESTS	\$5,397,530

Exhibit A