

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL
SPECIAL CALLED MEETING
BUDGET WORK SESSION
May 20, 2024**

THE FRANKLIN TOWN COUNCIL held a special called meeting on Monday, May 20, 2024, at 6:00 p.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

1. CALL TO ORDER

Vice Mayor Stacy Guffey called the meeting to order at 6:00 p.m. with the following members present:
Council Members: Joe Collins, Mike Lewis, David Culpepper and Rita Salain.

Mayor Jack Horton and Council Member Robbie Tompa were absent.

2. BUDGET DISCUSSION

Town Manager Amie Owens began the budget discussion by asking about additions to the proposed budget. Macon County Transit had requested funding of \$67,000 and previous discussion was held about adding \$2,500 and requesting the TDA (Tourism Development Authority) to do the same.

Council Member Joe Collins commented on the Macon County Transit funding and said he feels that Town residents would be paying double and feels that it is a Macon County project. Council Member Rita Salain agreed and feels that it would be an ongoing expense. The consensus of the Town Council was not to add additional funding in the budget for Macon County Transit.

Council Member David Culpepper asked about the remaining ARPA funds being used. He also asked about the budget in regards to the Franklin Fire Department.

Town Manager Owens went over all the proposed fee changes to the Town Fee Schedule. (See Exhibit A-changes are in red). Discussion was held on the changes by Town Council.

Town Manager Owens discussed the staffing request that were included in the proposed budget. Additional discussion was held in regard to the proposed Main Street Coordinator position. Councilwoman Salain asked about additional fees for the position. Vice Mayor Guffey inquired about when the job would be advertised. Town Manager Owens said it will be advertised in September/October and requested direction on the Mission and Vision of the Town so that she could give direction to the Main Street Coordinator. Further discussion was held on incentive programs and grants for the Main Street Coordinator to work with business owners in Franklin. Town Manager Owens stated that this proposed position would not coordinate town events. The consensus of the Board was to leave the Main Street Coordinator position in the budget.

Town Manager Owens said the Public Hearing on the proposed FY 2024/2025 Budget will be on June 3rd, but if Macon County BOCC does not make a decision on the Franklin Fire District tax prior to that date there will need to be a Special Called Meeting to approve the Town of Franklin's budget. Discussion was held on where to make cuts in the budget if the Macon County BOCC do not increase the Franklin Fire tax rate to the requested \$0.07.

3. ITEMS FROM COUNCIL

Council Member Rita Salain gave kudos for getting the two houses down and said to keep on keeping on. She also asked about the Town's fill dirt flood plain ordinance. Town Planner Justin Setser said the Town's Flood Plain Ordinance is a base model ordinance. Councilwoman Salain would like to revisit the Flood Plain Ordinance.

Vice Mayor Stacy Guffey would like to have on the June 3rd agenda a work session to talk about the incentives and mission statement of the Town. He would also like to add the TDA infrastructure funding discussion to the June 3rd agenda and would also like to add the Flood Plain Ordinance discussion on the June 3rd agenda.

4. ADJOURN

Council Member Rita Salain made a motion, seconded by Council Member David Culpepper to adjourn the meeting at 6:47 p.m. Motion carried. Vote: 5 to 0.

Stacy Guffey, Vice Mayor

Nicole Bradley, Town Clerk

Administration/Finance/Tax Department Proposed Fee Schedule	
Description	Fee
Returned Check Fee	\$25
Returned ACH/Draft Fee	\$25
Occupant Change Fee	\$25
Memorial Park Rental Fee *Requires \$50 refundable deposit	\$100
Minimum Utility Acct Refund	\$5
Business Registration Fee	\$10
Credit Card Fees	2.5% of Transaction
Special Events Fees	\$75 per vendor
Special Events Fees (Nonprofit)	\$25 per non-profit
On Premise Wine	\$15
Off Premise Wine	\$10
On Premise Beer	\$15
Off Premise Beer	\$5
CD or DVD	\$5
Copies - Other info not specified	Minimum \$2 (1-10 copies) plus 20 cents each additional copy over 10

Fire Department Proposed Fee Schedule	
The following fees are intended to recoup cost for the delivery of services in support of Special Events, Temporary Uses, and unique emergency situations (including but not limited to bomb threats, hazardous materials events, manhunts, and other unique calls for service). The specific mechanism and timing of fee recovery will be determined by the applicable department heads on a case-by-case basis.	
Description	Fee
Hydrant flow/pressure testing - per hydrant	\$75
Fire Department Deployment of Personnel, Apparatus, & Equipment	
Officer	\$35/hour
Firefighter	\$30/Hour
Light Duty/Support Vehicle	\$20/Hour
Fire Engine/Tanker	\$150/Hour
Ladder Truck	\$200/Hour
Materials Used	Actual Cost + 20%
Off Duty/Call Back Personnel	Hourly rate x 2
False Alarms - Applied after 3 or more false alarms within a month	
Residential	\$75
Business/Assembly	\$100
Educational/Industrial	\$150
Administrative	
Request for incident reports from Insurance Company	\$5

Police Department Proposed Fee Schedule	
Description - Precious Metals	Fee
Initial Application	\$180
License (each)	\$10
Employee Background (each)	\$38
Annual Renewal	\$180
False Alarm	
False Alarm (after first)	\$100
Traffic Code Capters 70-74 Violations	
First citation	\$25
Second citation for same offense	\$100
Third and subsequent citation for same offense	\$200
Animal Offenses Chapter 91 Violations	
	\$50 max
Noise Ordinance Chapter 94 Violations	
First citation	\$25
Second citation for same offense	\$100
Third and subsequent citation for same offense	\$200
Streets and Sidewalk Chapter 95 Violations	
	\$50 max
General Offenses Chapter 130 Violations	
	\$50 max
Miscellaneous	
Carfax Report	\$10 Individual/\$20 Third Party
Off-Duty Officer Pay (3 Hour minimum)	\$40/Hour

Public Works Department Proposed Fee Schedule						Fee
Water and Sewer Account Fee's						
Deposit For Renters						\$100
Reconnect Fee Inside						\$50
Reconnect Fee Outside						\$75
Penalties						1.50%
Engineer Review Fee's						
Line Extensions (Staff Review)						\$300
Line Extensions (Engineering Firm)						Cost
Backflow Cross-Connection						
Violation of Ordinance						\$1,000 Per Violation/Per Day
Falsifying Records/Reports for Testing						\$1,000 Per Violation
Meters and Hydrants						Fee
Turn On/Off Meter During Business Hours (Customer Request)(Non-Emergency)						\$40.00
Turn On/Off Meter After Business Hours (Customer Request)						\$100.00
Meter Replacement (Customer Request)						Cost Plus 10%
Meter Relocation Fee						Cost Plus 10%
Fire Hydrant Installation						Cost Plus 10%
Illegal Use of Fire Hydrant/Tampering Fee						\$500 + Damages
Chemical Analysis of Water (Customer Request)						Cost Plus 10%
Bulk Water						Fee
2 Inch Hydrant Meter Base Charge (18,000 Gallons)						\$443.40
3/4 Inch Hydrant Meter Base Charge (1,000 Gallons)						\$52.40
Volume Charge Per 1,000 Gallons						\$8.10
Wastewater Services						Fee
Septic Truck Dumping Fee (Per Gallon)						\$0.10
Late Payment Fee for Septic Truck Dumping Fee						1.5% of balance due
RV/Camper Dumping Fee (Each)						\$50.00
Surcharge BOD In Excess of Local Limits (Per LB)						\$0.25
Surcharge TSS In Excess of Local Limits (Per LB)						\$0.15
Damaged Utilities						Per/HR
Utilities Damaged by Customer or Contractor						Cost of Equipment, Manpower and Supplies
Equipment Use (Min One Hour)						Per/HR
Rubber-Tired Backhoe						\$60
Mini-Excavator						\$58
Vac Truck						\$90
Dump Truck Small						\$24
Dump Truck Large						\$42
Sewer Camera						\$60
Air Compressor						\$24
Soil Tamp						\$24
Street Sweeper						\$90
Manpower Use (Min One Hour)						Per/HR
Town Employees						Job Title Payrate Midpoint
Water and Sewer Rates Residential						
		FY 23/24		FY 24/25		
Size	Min. Gallons	Inside	Outside	Inside	Outside	
3/4"	1,000	\$21.00	\$42.00	\$22.05	\$44.10	
1 Inch	6,000	\$69.35	\$142.90	\$72.82	\$150.05	
2 Inch	18,000	\$193.80	\$399.30	\$203.49	\$419.27	
4 inch	24,000	\$304.40	\$627.10	\$319.62	\$658.46	
6 Inch	30,000	\$442.55	\$911.70	\$464.68	\$957.29	
8 Inch and Above						Set By Engineering Study
Volume Charge Water Per 1,000 Gallons		\$3.80	\$7.90	\$3.99	\$8.30	
Sewer Base Charge		\$9.90	\$19.80	\$10.40	\$20.79	
Volume Charge Sewer Per 1,000 Gallons		\$5.00	\$7.70	\$5.25	\$8.09	
Water and Sewer Rates Commercial						
		FY 23/24		FY 24/25		
Size	Min. Gallons	Inside	Outside	Inside	Outside	
3/4 Inch	1,000	\$27.85	\$57.40	\$29.24	\$60.27	
1 Inch	6,000	\$90.05	\$185.60	\$94.55	\$194.88	
2 Inch	18,000	\$235.30	\$484.80	\$247.07	\$509.04	
4 inch	24,000	\$373.55	\$769.60	\$392.23	\$808.08	
6 Inch	30,000	\$511.75	\$1,054.30	\$537.34	\$1,107.02	

8 Inch and Above						Set By Engineering Study
Volume Charge Water Per 1,000 Gallons		\$4.35	\$9.00	\$4.57	\$9.45	
Sewer Base Charge		\$10.60	\$21.90	\$11.13	\$23.00	
Volume Charge Sewer Per 1,000 Gallons		\$5.00	\$10.20	\$5.25	\$10.71	
Water & Sewer Tap Fee Schedule						
	Size/Other	Inside	Outside			
Water	3/4 Inch	\$1,200	\$2,400	Plus Materials & Accessories		
Water	1 Inch	\$1,500	\$3,000	Plus Materials & Accessories		
Water	2 Inch	\$2,000	\$4,000	Plus Materials & Accessories		
Water	4 Inch	\$2,750	\$5,500	Plus Materials & Accessories		
Water	6 inch	\$3,300	\$6,600	Plus Materials & Accessories		
Water	8 Inch	\$3,850	\$7,700	Plus Materials & Accessories		
Water	10 Inch and Above					Set By Engineering Study
Water	Crossing Road (Punch)	\$300	\$600			
Water	Cutting Road	\$600	\$1,200			
Sewer	4 Inch	\$880	\$1,760			
Sewer	6 Inch	\$1,100	\$2,200			
Sewer	8 Inch	\$1,320	\$2,640			
Sewer	10 Inch and Above					Set By Engineering Study
Sewer	Cutting Road	\$600	\$1,200			
Availability Fee Schedule						
	Water Meter Size	Water	Sewer			
Size/Fee	3/4 Inch	\$700	\$1,100			
Size/Fee	1 Inch	\$1,750	\$2,750			
Size/Fee	2 Inch	\$5,600	\$8,800			
Size/Fee	3 Inch	\$10,500	\$16,500			
Size/Fee	4 Inch	\$17,500	\$27,500			
Size/Fee	6 inch	\$42,000	\$66,000			
Size/Fee	8 Inch	\$52,500	\$82,500			
Size/Fee	10 Inch	\$70,000	\$100,000			
Size/Fee	12 Inch	\$87,500	\$137,500			
Street Services						Fee
Leaf Pickup (One Free)						\$50.00
Brush Pickup (One Free)						\$50.00

Planning and Zoning Proposed Fee Schedule	
If work is commenced before obtaining the proper permits then permit fee doubles. Square Foot Area is gross are of building or sign, no exclusions. Applicants are responsible for all advertising and administrative costs.	
Description	Fee
Annexation - Satellite	\$500
Sign Permits	\$40 + \$.25 per square foot

Land Development Permits	
Single Family Detached + Additions	\$50
Accessory Building on SF Lot up to 12'X12'	\$20
Mult-Family (per unit)	\$25
Apartment Buildings (per apartment)	\$15
Commercial in C-1 Downtown	\$75
Commercial in C-2 Other area	\$100
Commercial in C-3 - Highway	\$150
Industrial	\$200
NMU, TND, & MICR per commercial unit	\$75
Zoning Compliance Letter	\$25
Site Plan Review & Development Permit	
Preliminary	\$100
Final	\$100
Subdivisions	
Minor - Residential 2 Lots	\$100
Major - Residential 3 to 25 Lots	\$250
Major - Residential 26+ Lots	\$250 + \$15/lot>25
Commercial/Industrial	\$300
Amendment Text	\$75
Appeals	\$25
Rezoning to:	
R-1 to R-2	\$50
NMU, TND, MICR, PUD, &UV	\$150
C-1, C-2, C-3, or I-1	\$200
Special Use Permit	\$500
Conditional Use Permit	\$500
Temporary Use Permit	\$50
Variance	\$300
Flood Permit	\$50
Copies	.05¢
Large Maps 36x36	\$10
Zoning Violation per day	\$500
Sign Violations per day	\$50
Wireless Tel Comm Substantial Modification	\$5,000
Wireless Tel Comm Eligible Facility	\$1,000