

**ERWIN BOARD OF COMMISSIONERS
RETREAT MINUTES
MARCH 15, 2018
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding held its Annual Planning Retreat in the in the Town Hall on Thursday, March 15, 2018 at 8AM in Erwin, North Carolina.

Board Members present were: Commissioners Alvester McKoy, Billy Turnage, Frankie Ballard, Ricky Blackmon and Thurman Whitman.

Board Members absent were: Commissioner Randy Baker.

Town Manager Snow Bowden, Town Clerk Cynthia Patterson, Finance Director Debbie Chestnut, Building Inspector Bill Morris, Public Works Director Mark Byrd, Librarian Jeanne Serrette, Police Chief Jonathan Johnson and Recreation Director Doug Stevens were present.

Mayor Patsy Carson called the meeting to order at 8AM.

Items to point out

- 5% increase in cost associated with property and liability coverage
- 10% increase in health care cost
- Slight decrease in property tax revenues
- Retirement rate increase to 7.75% of salaries for regular employees and it increased to 8.5% of salaries for law enforcement
- Estimate a 7 cent increase in long term disability rate
- Fire tax rate could change

DEPARTMENTAL CAPITAL REQUEST

Below is the request from each Department for the upcoming 2018-2019 fiscal year.

LIBRARY---JEANNE SERRETTE

Hiring of (1) part-time employee and (1) full-time employee.

POLICE DEPT---JONATHAN JOHNSON

1 New Vehicle

5 New Tasers

8 New Desktop Computers

Equip each patrol officer with a Rifle (that uses 223 ammunition) semi-automatic rifle

PUBLIC WORKS---MARK BYRD

Replace Ice Maker

Purchase a New Mower for the Street Dept.

Replace flooring in back of Leaf Truck in the Sanitation Dept.

Replace tires on Limb and Leaf Trucks/other equipment in the Sanitation Dept.

BUILDING INSPECTIONS/CODE ENFORCEMENT—BILL MORRIS

Demolition of condemned properties

PARKS AND RECREATION---DOUG STEVENS

Turf time Top Dresser

Increase field rental fees to \$100

\$50.00 without lights (MAX 2 hours)

\$80.00 with lights (MAX 2 hours)

Increase Contract Services to \$8,000 - \$11,000 and bring Tyrus Clayton in to help with the grant process.

Apply for a PARTF Grant in May of 2019 in help of funding the Capital Improvement Projects listed below at the Al Woodall Municipal Park.

Lighting Renovation for Field #2

Field #4 Lighting Project

Splash Pad Project

CONCERNS FROM THE BOARD

- Possibly look at TV screens installed in the Board Room for citizens to be able to follow along during meetings.
- Get quotes for iPad/Samsung tablets in possibly going paperless
- Instructed Manager to handle all dept. head request. The board only needs to see a balanced budget. Other issues with staff should be handled by the manager not by the board.
- Possibly look at tearing down the gazebo at Al Woodall Municipal Park and making space available for parking.
- Possibly look at installing cameras in the Library
- Future Plans for Erwin Depot
Meet with Hager and Smith Architect and look in downsizing to what it is now. Make sure we can fund the reoccurring expenses each year.
- Offer NC 457 Plan to employees. This is similar to 401K. No cost to the Town.

ADJOURNMENT

Commissioner Blackmon made a motion to adjourn at 11am and was seconded by Commissioner McKoy. **The Board voted unanimously.**

**MINUTES RECORDED AND TYPED BY CYNTHIA B PATTERSON
TOWN CLERK**



**Patsy M. Carson,
Mayor**



**Cynthia Patterson,
Town Clerk**