



**City of Boiling Spring Lakes
Board of Commissioners Budget Workshop
May 15, 2014
City Hall – 10:00am**

PLEASE TURN OFF CELL PHONES

1. Call to Order – Mayor Craig Caster

Mayor Caster called the meeting to order at 10:00am

2. Attendance: In attendance at the meeting were:

Mayor Craig Caster
Commissioner Mike Forte
Commissioner Mary Stilwell
Jeff Repp, City Manager

Commissioner Barbara Glidden
Commissioner David Putnam
Karen Thompson, Director of Finance
Jane McMinn, City Clerk

3. Mayor Caster started the workshop discussion by topic and requested any of the board members to make comments pertaining to each topic.

a. COLA Allowance

Each commissioner commented on the recommended COLA/merit increase of 3% COLA and 1% merit. After discussion the board was in agreement going to a flat 3% across the board for each employee – employees will have more out of pocket with the new insurance for co-pays and deductibles. Mayor Caster and all Commissioners were in agreement for the 3% COLA increase for all employees. Mayor Caster added that with an exceptional employee the city manager could bring this to our attention and there could possibly be a merit bonus provided on a case by case basis.

All board members were in agreement for a 3% COLA increase

b. Janitorial Services

Janitorial service would be for City Hall, Police Department and the Municipal Service Center; the Community Center would continue operating currently as they are. City Manager Repp confirmed that this would be an hourly part-time position and no benefits would be included. The position would be 15 hours of service per week. The mayor and board agreed to give City Manager Repp leeway to adjust the hours if needed and possibly look into a heavy cleaning once a year.

All board members were in agreement of hiring a janitorial service/person for City Hall, Police Department and the Municipal Service Center for 15 hours per week and the leeway to adjust more hours if needed.

c. Spring Cleanup

Spring cleanup increased this year an additional \$7,000 and will most likely go up for 2015. There was discussion about disbanding the spring cleanup all together. Some suggestions were to place 4 containers around the city at different locations. An additional thought was to put one or two containers over at the Municipal Service Center and have it monitored. In addition Commissioner Glidden suggested regulating someone to pick up items for the elderly and handicapped that are unable to bring debris to various areas. City Manager Repp confirmed that there were 177 tons of debris and it was estimated that 30% was dropped off in front of vacant lots from people who live outside the city limits.

Consensus of the board is to eliminate the trash pick up.

d. Building Feasibility Study

Commissioner Glidden wanted to make sure that everyone was aware that there is still an outstanding balance on the loan for city hall of \$1,200,000.00. There was discussion on the use of the unused space in city hall and having the feasibility study done for both city hall and the police department. City Manager Repp confirmed that the study is the first step into eventually an expansion of city hall, retrofitting city hall or building a new building to house the police department at a size that is appropriate to common standards. The problem with not doing anything is the roof needs to be replaced on the building and we are going to have to start putting money into the police building in the very near future to continue to use it. If we are not going to do a feasibility study then we are looking at putting money into fixing that roof. The study is the first step toward replacement or doing something. Mayor Caster and Commissioner Forte were both in agreement that city hall is not the place for the PD.

Consensus is to move forward and have the feasibility study done

e. Police Department SUV

There was discussion about the possibility of having the police officers use Chief Shirley's SUV and having Chief Shirley use one of the patrol cars. By doing this it would free up an additional SUV along with the new one that will be purchased. By having two of these vehicles in use would help control possible illegal activities on the back dirt roads using a 4 wheel drive. It was stated that police chiefs in the past had an SUV and that is part of the benefit package that comes with the position. There is money set aside in the budget for a new SUV and we should be focusing on replacing the patrol cars since they all are hitting the 100,000+ mile mark.

There was no recommendation to make any change to the budget.

f. Tablets for Board Use

Commissioner Glidden brought up the topic of the tablets for the board members and commented about the cost being so reasonable. Commissioner Putnam agreed that he thought this was a positive and forward thinking way to go. City Manager Repp explained that all the agendas and minutes would be available for all past and current agendas and minutes that you would be able to pull up on the tablet. This is a transitional

phase and those board members who want to continue using books it is certainly their choice.

Consensus is to authorize the City Manager to purchase 5 tablets and continue using the books for the next 2 months

g. Chairs for the Commissioners Chambers

The board of commissioners are in agreement to have City Manager Repp look into getting all new chairs for the board room

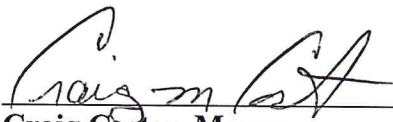
Mayor Caster and Commissioners Glidden, Putnam, Forte and Stilwell thanked City Manager Repp and Karen Thompson for all the hard work and effort they put into the budget for the fiscal year 2015.

4. Adjourn

A **motion** was made by Commissioner Putnam and seconded by Commissioner Glidden to adjourn the budget workshop meeting.

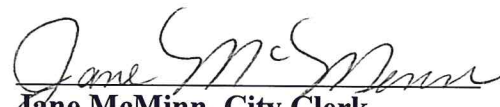
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The meeting was adjourned at 11:00am



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

