

Town Council Work Session
January 17, 2012
Council Chambers
6:00 pm

Minutes & General Account

Work session of the Town Council, January 17, 2012, 6:00 pm, Council Chambers.

Council Members Present: Mayor Volz, Montgomery, Nixon-Roney, Thomas and Walls

Staff Present: Chuck Smith, Judy Gallman, Paul Blanchard, Matthew Johnson, Martha Wolfe and Beth Koonce, Town Attorney

Visitors Present: Mark Scott, Joyce Volz, and Carol Brooks of the Jamestown News, Kevin Bottomley, Buddy Mann and Wes Cashwell

Mayor Volz called the work session to order – He stated we are going to discuss the upcoming budget amendment, water meter project and have a review of Council meetings and procedures by the Town Clerk and the Town Attorney. The Mayor stated he would like to begin discussing the budget in February. This would give staff time to research and gather any information the Council may request during the process of approving the budget for the Town. This work session is an informal session where Council has the opportunity to discuss any concerns. There is no public comment.

The Council briefly discussed the scheduling of a work session being held the one hour prior to the meeting versus held a week earlier to the meeting. Council Member Walls expressed the desire to hold future work session one week prior to the regular meeting date. Council Member Nixon-Roney stated a problem with having the work session one week prior to the Council meeting is that often additional information for the agenda and the Council packet comes into the Clerk. We would not have all the information if the work session were held earlier.

1. Discussion of budget amendment – Judy Gallman stated included in the Council packet was the beginning of budget amendment #5 which had two (2) items. Gallman distributed an updated budget amendment #5 which included some additional items.

Gallman stated the first item deals with the retirement of the former sanitation driver and the pay-out of his accumulated vacation in the amount of \$2500.00.

Item #3 deals with the First Station. We have continual problems with maintenance and repairs to the Fire Station building. Staff requests to increase this line item in the amount of \$2,000.00.

Gallman stated the last two (2) items deal with the formal budget amendment for the action that Council approved at their last meeting regarding forgiving the advance from the Water/Sewer Fund to the General Fund. Then Fund 30 is amended to actually make that transfer of the total amount.

The Council discussed the maintenance of the Fire Station building. Gallman stated that a small overage is included in the requested funds for the Fire Station. This is just in case any other maintenance issues arise this budget year. The building is getting older and some maintenance is inevitable. Staff will include adding some funds to next year's budget for Fire Station maintenance and repairs.

2. Discussion of water meter replacement and radio read upgrade project and contract – Chuck Smith informed the Council that Mickey Rainer, District Manager, with Sensus will be at the 7:00 pm Council meeting if Council has questions regarding the proposed water meters. Smith distributed to the Council copies of the water meter presentation that was presented on December 6th, 2011 Special Council meeting. Smith said he would be glad to answer any questions.

Council Member Walls asked if changing to monthly billing would increase expenses. (Ex: postage, envelopes, paper, staff) Smith said monthly billing would not require any additional staff. Postage would increase due to the addition of another billing. Council discussed monthly billing, e-mail billing and on-line billing. However, monthly billing would compare us with the general practices of other utility billings. (Ex: Duke Energy & Piedmont Gas)

Council Member Walls questioned if Ferguson was the only supplier of the transmitters. Smith stated they are a supplier. The Town has a verbal commitment from Ferguson that the unit price as quoted on the bid would be extended through January 17, 2012. Smith said there are several suppliers of the Sensus product, Ferguson being one. Smith stated in the proposed contract is included that the Town would turn in old meters. Council Member Walls stated he would like to see a comparison or business case to show us what the cost benefit would be in installing these transmitters.

Smith said the Town has conducted a Pilot Program which has proven that the Sensus product is compatible with the Town's billing software and the Town's financial software.

3. Discussion of Council meetings & procedures – Martha Wolfe, Town Clerk, reviewed Procedures of the Jamestown Council meetings and briefly discussed the Public Comment Policy and the Ethics Policy. She reminded the Council Members that the 2 hour ethics training is required to be completed by the end of December 2012.

Council Member Nixon-Roney asked that the Public Comment Policy or statement be read before the Public Comment Period to let the Public know what the requirement is. This also lets the public know the reason why the Council does not have discussions at that time. Citizens may contact Council Members directly.

Council Member Walls stated the Council round table discussion is not conducive to citizen involvement in the meetings. It is hard for citizens to see and hear. Mayor Volz said we have looked at changing the arrangement of the Council room. Budget is an issue.

The Town Clerk said that she applied for scholarships for the Essential of Government Class for the Mayor and Council Members Montgomery and Walls. They are attending this session in February. Each elected official registered for the class has been awarded a scholarship to pay for the class. This is a great savings to the Town.

In consideration of time, the Council agreed to move the Town Attorney's presentation to the Regular Council meeting agenda under item #23 – other business.

The work session ended at 6:52 pm.