

TOWN OF WILSON'S MILLS
WORK SESSION
February 26, 2024

PRESENT: Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers Carolyn Dobbin, and David McGowan.

OTHERS PRESENT: Town Administrator Leighanna Worley, Town Clerk Emily Matthews, Finance Officer Sherry Hudson, Public Works Director Patrick Moore, Planning Director Wendy Oldham, and Police Chief AZ Williams.

ABSENT: Councilmembers Tim Brown and Randy Jernigan

CONVOCATION: Mayor Byrd declared a quorum present and called the meeting to order at 5:34pm.

Departmental Report Q&A: Town Administrator Worley asked if there were any questions about the departmental reports.

Councilmember David McGowan asked for an update on the work at the Cottages of Wilson's Mills and Planning Director Wendy Oldham said that work has ceased at this time.

Councilmember McGowan pointed out the service calls for the Police Department have gone up by 69.2 percent and Chief said that is due partially to population but overall, the types of calls have all gone up.

Town Administrator Project Updates

Ms. Worley said the branding and logo Requests for Qualifications are due back by March 15th and the top 2 choices will be presented to Council at their April meeting.

Ms. Worley said she and Mayor Byrd have been meeting with Chief and Sergeant Barton in regard to the Police Department architectural design and they plan to send out Requests for Proposals next week. She said the cost of the design project will come from the grant we received for capital improvements.

Ms. Worley said the area map for the utilities study will be finalized next week. Planning Director Wendy Oldham said the study should be finished in August and it will be presented to council in July.

FINANCE DEPARTMENT

Review of Earmarked Funds from FY 23/24

Ms. Worley said Council put a capital outlay projects line item in this year's budget. She said there is \$150,000 remaining and Council estimated the use of the funds for the following projects: \$10,000 for excess for sewer feasibility study. \$50,000 for branding and logo \$10,000 for pay scale updates and \$5000 for a staffing plan. She said pay scale updates and staffing plan will be moved to next year since that is when the salary study is estimated to be completed. She also said \$50,000 is for the capital improvement plan but there is not enough time left in this fiscal year to complete the plan. The remaining \$25,000 was for extra funds needed on each of these projects. All of the funds not used will be moved again to a Capital Outlay Projects line for the upcoming fiscal year.

Discussion of Proposed Tax Increase for FY 24/25

Ms. Worley said there has not been a tax increase in town in 6 years and we are the lowest town in the county other than one other town. She said the average in the county is 53.5 cents and we are currently at 42 cents. She referenced a chart from Finance Officer Sherry Hudson which showed the changes in revenue based on a 5 to 11 cent increase.

Councilmember McGowan expressed concerns about going up 11 cents and Mayor Pro-tem Triplett suggested going up to 50 cents which would be an 8 cent increase.

Councilmember McGowan suggested going up to 51 cents this year and then increasing it gradually in years to come. Councilmember Dobbin said it is better to do it all in one year instead of gradually.

After discussion it was the consensus of council to have Ms. Worley work up a spreadsheet reflecting an 11 cents increase making the overall tax of 53 cents.

**Discussion of
Budget-related
Items in Finance**

Ms. Worley said after discussing it with Finance Officer Hudson, it was determined there are no budgetary requests for the Finance Department this year.

POLICE DEPARTMENT

**Review of Annual
Report**

Councilmember McGowan discussed the number of traffic violations in the report and asked what the process is for handling a driver without a license. Chief said the car is usually left there until someone licensed can pick it up.

Councilmember McGowan asked for a more detailed vehicle report and Chief said he would make copies of a more detailed report and distribute it to Council later this week.

**Discussion of Budget-
related items in
Police Department**

Ms. Worley said in the coming fiscal year the Police Department is requesting 4 officer positions as well as an Administrative Assistant position. In addition to the 5 positions, they are also requesting 2 new vehicles. Ms. Worley said 2 officers were not received last year and now the Police Department is behind in the staffing plan.

Ms. Worley said the Domestic Violence Officer has been approved again for the upcoming year via grant.

**Arrival of
Councilmember**

Councilmember Randy Jernigan arrived at 6:16pm.

**310ai – Discussion of
Timeline and Goals**

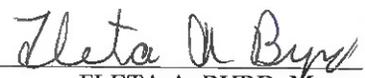
Paul Fox, Albert McDonald, and Monica Browning Carpenter from 310 Architecture and Interiors were available for any questions regarding the council chamber upfit. Paul reviewed the timeline the company has created in regard to the construction process with 310. He said he is open to having special meetings with Council in order to review the progress of the timeline.

ADJOURN:

A motion was made by Councilmember David McGowan and seconded by Councilmember Randy Jernigan to adjourn. Motion carried unanimously.

The meeting adjourned at 6:46pm.




FLETA A. BYRD, Mayor


EMILY MATTHEWS, CMC
Town Clerk