

The Town Council of the Town of Nashville held a Regular Meeting on Tuesday, June 2, 2020 at 7:00 PM in Town Council Chambers. Members Present: Mayor Brenda Brown, Mayor Pro Tem Kate Burns, Council Member Larry Taylor, Council Member Louise Hinton, and Council Member Lynne Hobbs. Absent: None. Staff Present: Randy Lansing–Town Manager, Tesa Silver –Town Clerk, Sam Sanchez–Finance Director, Chris Joyner –Fire Chief, Anthony Puckett–Police Chief, Lou Bunch –Human Resources Director, Lee Brown –Public Works Director and Tina Price–Planning Technician.

1. Mayor Brown called the meeting to order at 7:00 pm.
2. Mayor Brown led the prayer and the Pledge of Allegiance.
3. Public Comments-There were no public comments.
4. Public Hearing
 - a. Public Hearing to receive comments on the proposed fiscal year 2020-2021 budget.

Mayor Brown called for a motion to go into Public Hearing. Council Member Hinton made the motion, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

Mayor Brown stated that the purpose of this public hearing was to provide a public comment period for the proposed fiscal year 2020-2021 Budget Ordinance, Fire Station II Capital Project Ordinance, and the Fiscal Year 2020-2021 Fee Schedule. No recommendations or decisions would be made during this meeting. A meeting would be held on June 4, 2020 for the consideration of these items. Mayor Brown turned the meeting over to Mr. Lansing.

Mr. Lansing provided a brief summary of the fiscal year 2020-2021 proposed budget. Mr. Lansing stated that the proposed fiscal year budget would begin on July 1, 2020 and end on July 30, 2021. The proposed budget is \$12,499,571; this is a \$2,153,567 increase over our current year budget. The current budget has been amended several times to accommodate additional revenues, expenditures, and fund transfers; those amendments total \$2,353,398. During our budget presentation, Mrs. Sanchez explained that not all the amendments were increases in spending. \$1,913, 858 included in the amendments was for transfers between funds to close out completed projects that were left on the books (no additional money was spent). \$439,740 was the total amount of increased expenditures within the amended budget for the current fiscal year. Those funds were used on the Aviation Lift Station Abandonment project (\$200,00), the purchase of the Zuecher software for the Police Department (\$70,000), repairs to police vehicles and equipment (\$15,200), the cemetery building (\$13,700), chipper repairs (\$12,300), garbage truck repairs (\$12,000), and MSD expenses (\$9,900).

Mr. Lansing stated that all the amendments except the ones associated with the garbage truck repairs were done prior to Mrs. Sanchez's arrival. He stated that these are things that Mrs. Sanchez discovered during the course of her duties. Council Member Hinton asked if these were accounting errors, why they weren't discovered before. Council Member Hobbs stated that she believes that the auditors brought these to the Town's attention; entries were made for the purposes of the auditors, but not to the internal books. She stated that it was an inner-fund transfer. Mayor Brown verified that no money was spent and Mrs. Sanchez stated that was correct it was only a transfer. Council Member Hinton stated that it skews the budget and that needs to be known.

Mr. Lansing stated that the proposed budget has more net expenses than the current amended budget; the total of those expenses is \$1 077,649. This is an 11% increase in spending. The major items that will be purchased using this funding would be a new garbage truck (\$380,000), three (3) new police vehicles (\$150,000), pay & benefit increases for non-public safety employees (\$142, 702), three (3) additional firefighters (\$141,162), IT services and cyber security (\$111,344), two (2) new fire vehicles (\$105,000), Fire Station II (\$100,000), the comprehensive plan (\$75,000 to paid in the upcoming fiscal year and another \$75,000 in the following fiscal year), rehabilitating the DOC lift station (\$75,000), a trailer

mounted sewer jet machine (\$62,000), new financial software (\$58,000), new fire mobile radios (\$42,000), building and ground improvements at the Town garage (\$35,000), new police mobile radios (\$30,000), new police car radios (\$27,000), the library generator and awning replacement (\$22,000), employee retirement system increases (\$19,351), website development (\$18,290), and equipment and parts trailer for the Sewer Department (\$10,000).

The proposed budget also includes proposed fee increases. There is a proposed increase from the \$6.00 water base fee per month (currently the Federal Mandate) to a \$7.87 water base fee per month; this is a \$1.87 increase per month. The increase comes as a recommendation from an internal staff study and a study conducted by the NC Rural Water Association of the Town's water and sewer rates. The best practice that was recommended from the result of both studies was to have the water base fee cover the fixed cost of the Town's water system.

There is a proposed increase in the sanitation fee from \$14.00 per month to \$18.78 per month; this is an increase of \$4.78. The increase will cover the cost the Town will incur for curb side collection and disposal of yard waste. The Town's yard waste was temporarily shut down by NCDEQ; yard waste was not being properly composted and stored. Research showed that the machinery, equipment, and labor needed to properly compost was expensive in comparison to the cost to take the material to the landfill. There is a proposed increase in the recycling fee from \$4.50 per month to \$5.35 per month; this is a \$0.85 increase. The increase will cover the cost that the Town will incur from the recycling contract with Waste Industries for curbside collection and the processing of household recycling. The three (3) proposed increases will cost Nashville residents \$7.50 more per month (\$90 more per year); this is a 23% increase for residents.

There is a proposed increase of \$0.03 in the Gulley Fire Tax District; this will take the current rate from \$0.12 per \$100 of assessed value to \$0.15 per \$100 of assessed value. This increase will cover the cost of the land acquisition, securing an architect, and beginning construction cost for Fire Station II. This increase will not affect all property tax payers in the Town of Nashville; it will only apply to those who are a part of the Gulley Fire District. Mayor Brown asked if the County Commissioners had voted on allowing the Town to increase the tax within the Gully Fire District. Chief Joyner stated that they have not and that they will vote on the proposed tax increase on June 15, 2020.

Mr. Lansing stated that in summary the proposed fiscal year 2020-2021 budget is 11% over the amended 2019-2020 budget, and it includes a \$1.97 increase in the monthly water base fee, a \$4.78 increase in the monthly sanitation fee, a \$0.85 increase in the monthly recycling fee, and \$0.03 increase in the Gulley Fire District's property tax rate. Mayor Pro Tem Burns clarified that we have an 11% increase in expenditures in the proposed budget in comparison to the 2019-2020 amended budget. Council Member Taylor asked if we were locked into our contract with Waste Industries and if the Town would continue to see annual rate increases. Mr. Lansing explained that there is a CPI that is assessed each year; that we are subject to increases every year. If Waste Industries receives an increase in their cost to handle and process the materials then the cost associated with it will be passed down.

Council Member Hinton stated that from the original 2019-2020 budget to what is being proposed for 2020-2021 there is a 17% increase over the original including the transfers; Mr. Lansing stated that she was correct and that was what Mayor Pro Tem Burns was referring to earlier. Mr. Lansing stated he wanted to give Council a better comparison, taking out the inner-fund transfers and taking into consideration the amendments Council has made to the current year's budget (an increase of \$438,000) for expenditures then there is an 11% increase. Council Member Hinton felt that it was important for people to see the 17% increase. Mr. Lansing stated that it was good that she pointed it out; not all of the increase that they are seeing is spending, there was a large increase due to transfers, noncash items that allowed the finance department to complete some internal clean up. Council Member Taylor stated that the media needs to include that information when they write up an article and Council Member Hinton stated that the public needs to know. Council Member Hinton stated that we have an 11% increase when most towns are holding the line and it is important for people to know that.

Mr. Lansing stated that last year's was a repeat of the budget the year before it and that budget wasn't much different from anything prior to it. Two (2) to three (3) years ago the local economy around Nashville and the surrounding areas was pretty good. A lot of cities and town begin to do a lot of

different things but Nashville didn't. In his and Mrs. Sanchez's opinion that is why a lot of those cities and towns are holding back now. Those places have experienced elevated expenditures because of the economy during those times and Nashville just wasn't in that position. Mr. Lansing stated that a lot of the items that need to be purchased we really don't have any option to cut them. The Town has to purchase a new garbage truck, if we don't it will soon stop completely and it is pointless to keep pouring money into it making repairs. Council Member Taylor stated if the Council does not move forward with the IT needs and the new software they are going to be held accountable when something bad happens. Mr. Lansing stated that this was a public comment period that if anyone in the audience or remotely wanted to participate that they could at this time. There were no public comments.

Mayor Pro Tem Burns stated that we used the NC League of Municipalities (NCLM) revenue projections in creating the proposed budget; she stated that NCLM provided a more conservative projection which was the projection with the greatest amount of impact, a severe projection that was in the middle and a moderate projection which was the least amount of impact due to COVID-19. Mayor Pro Tem Burns asked Mrs. Sanchez what she based her numbers on for income, and Mrs. Sanchez stated the conservative projections. Mayor Pro Tem Burns confirmed that this was the biggest amount of loss and Mrs. Sanchez stated that was correct. NCLM is projecting an overall 3% decrease in this worst case scenario projection. Mayor Pro Tem Burns confirmed that we are projecting the worst case scenario and Mrs. Sanchez stated that was correct.

Mayor Brown asked if there was any additional discussion. There being none, Mayor Brown called for a motion to come out of the public hearing. Council Member Taylor made the motion, seconded by Council Member Hinton. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

5. Old Business

- a. Z2020-01 Request to rezone property located at 0 Eastern Avenue from A-1 (agricultural) zoning district to O&I (office and institutional) zoning district. The parcel contains approximately 4.12 acres and is identified as Nash County Tax Parcel Number 381120910025.

Mayor Brown stated that Council is considering the request to rezone the property located at 0 Eastern Avenue from A-1 (agricultural) zoning district to O&I (office and institutional) zoning district. This parcel contains approximately 4.12 acres and is identified by Nash County Tax Parcel 381120920025. Council Member Taylor asked Mr. Lansing if he could provide the public with a brief overview of the project.

Mr. Lansing stated that the property is owned by Mr. David Rose who is working with a developer to sell the 4.12 acres of land and have it rezoned from agricultural to O & I. They chose the O & I designation because the developer has applied for work force tax credits (there is no guarantee that the developer will receive the tax credits) and if the developer does not receive the credits they will not purchase the property. If the developer does not purchase the property then Mr. Rose would still own the property and the O & I designation will give him the greatest flexibility and use with his land. The Town's Land Use Plan shows all the land in that area as being commercial as we move forward. Allowing the O & I designation would allow Mr. Rose to move forward without having to come back before Council to request that the property be rezoned again. Mr. Lansing stated that the things that are allowed in zoning districts B-1 and B-2 are allowed in the O & I designation.

Mayor Pro Tem Burns stated that the parcel is currently zoned as agricultural, across the street on the south side is industrial, the east side is industrial and business, to the north and west is agricultural; the comprehensive plan for future use states that the entire area was to be used as a commercial corridor. An O & I designation gives the potential for single or multi-family homes. She felt that Council needed to carefully consider what they wanted the commercial corridor to look like. Council Member Hinton confirmed that the parcel is in the Town's ETJ. Mr. Lansing stated that the property is in the Town's ETJ and that if work force credits are granted then the property would be built and managed by WODA Cooper Company. Mr. Lansing stated that his understanding is that building in the ETJ is the same as building within Town, and Ms. Price stated that was correct.

Council Member Taylor confirmed that the application proposes 104 residences and Mr. Lansing stated that was correct based on the application. Mayor Pro Tem Burns stated that they had to look at the permitted uses for the designation. Mr. Lansing stated it is a designation that has a lot of permitted uses. Mayor Pro Tem Burns stated that she does believe that Nashville does need new residences and multi-family homes but Council needs to make sure that they are making the right choices and that the development is in the right spot.

Mayor Pro Tem Burns stated that due to the pandemic and the quick pace in the scheduling of the meetings she felt that the public had not had adequate time to make comments on the rezoning request. She stated that because the request changes the nature of the land use plan, she would like more public input on the request. She would like to have another week or two (2) to allow the Nashville Graphic to write an article about the rezoning request; we are going under the assumption that everyone has access to the internet and is able to participate in meetings remotely. Mayor Brown called for a motion. Mayor Pro Tem Burns made the motion to table the rezoning request, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The item was tabled to be placed on the July 1, 2020 agenda.

b. Consideration of the Police Department's Secondary Employment Policy and Authorization of a Contract with Extra Duty Solutions for Secondary Employment

Mr. Lansing asked Mayor Brown if Council would consider a request from Chief Puckett, and Mayor Brown stated yes. Chief Puckett asked if Council would consider hearing item 7d: Consideration of the Police Department's secondary employment policy and authorization of a contract with Extra Duty Solutions for Secondary Employment. Mayor Brown asked Council if they would consider Chief Puckett's request and the consensus of Council was to allow Chief Puckett to proceed. Mayor Brown stated that Council is considering the police department's secondary employment policy and Extra Duty Solutions Contract. Mayor Brown turned the meeting over to Chief Puckett.

Chief Puckett stated the Extra Duty Solution is a company that provides off duty solutions for police departments. The police department has been tasked with assigning off duty officers when requested to cover a specific event for businesses; it has become administratively burdensome for the police department. Extra Duty Solutions can schedule officers for off duty assignments. The department also looked into this solution because of pay; we have had officers take an off duty assignment and it take eight (8) weeks for the officer to be paid. Extra Duty Solutions will align the officers pay with whatever is agreed upon between them and the Town; the officers will also only receive one W-2 and no longer receive multiple W-2's. Chief Puckett asked Major David Wooten if he would come forward and speak to Council.

Major David Wooten introduced himself; he stated that he retired from the Nash County Sheriff's Department after thirty-two (32) years of service and began working with Extra Duty Solution in October of 2019. The company currently works with eighty-five (85) agencies across sixteen (16) states and they are working with fire departments as well. The largest agency that they work with has 710 officers and the smallest agency has fifteen (15). He provided Council with the following example: Church Street Grill is having an event and needs an officer to work that event. The business would call Extra Duty Solutions and speak with an account manager; they would schedule based on the Town's policies and procedures. This is all done at no cost to the Town; the fee is charged to the business owner. The Town can elect to charge additional fees to the business owners such as a police car fee or worker's compensation; each scheduler would know what is listed on the Town's account to charge each business.

The Town is currently paying someone to handle this task administratively, Extra Duty Solutions can take care of all those administrative burdens and in the event they are not paid from a business, the officer will still receive compensation. The officer is paid based on how the Town elect's to have their officers paid and when a business does not pay Extra Duty Solutions bears the burden of going after the debtor. They would require a contact person within the agency to be able to answer any questions that may arise. Scheduling is also determined by the department, Extra Duty Solutions will follow the guidance of the Town and the Department. They are able to provide reports quickly to the department on the officers who are taking off duty assignments, including the number of hours worked. They want to

ensure that the officers are reporting the correct amount of hours to the agency and that the agency can obtain any information that they need in order to submit reports to any State Agencies that they are required to submit to. The department can request that they automatically receive reports on a weekly, bi-weekly, or monthly basis.

Council Member Taylor asked if each time an officer was requested if a contract for price would have to be negotiated or if a standard fee would be charged to every business that requested an officer. Major Wooten stated that the department would make that determination; they will simply add their fee on to whatever the department determines they would like to charge. Council Member Taylor asked how large of an area would the officers service. Chief Puckett stated that it would mostly be within Town Limits, but there may be occasions where they may be asked to work outside of Town Limits. He stated that he would like to speak to them about one particular situation after the presentation. Council Member Taylor asked what type of worker's compensation they have. Major Wooten stated that it is a \$2,000,000 policy with Hicksbox and Chief Puckett and Mr. Lansing were provided copies of that information. Council Member Taylor asked if the officer was involved in a motor vehicle accident and totaled the vehicle who would be held liable. Major Wooten stated that it would depend on what the officer was doing at the time of the accident

Major Wooten stated that he feels as a company that they help ensure that tax payer dollars are allocated properly. He stated that what if as a citizen of Nashville I have never been to Church Street Grill; why should my tax dollars be used to pay someone to schedule for an event that has nothing to do with me. Chief Puckett reminded Council that it is at no cost to the Town, the contract is a thirty (30) day contract; the premium is deducted from the officer's rate. If the Town decides in thirty (30) days that they do not like the contract then the contract can be terminated at that time. Council Member Taylor asked if they had a contract with an agency within our area and if not who the closest agency would be and Major Wooten stated Greenville (Greenville PD). Major Wooten stated in NC they work with Greenville, Pinehurst, Chapel Hill, Apex, Graham, Burlington, and Guilford County.

Mayor Brown asked when the officers are working off duty if they are using Town vehicles and wearing Town issued uniforms; she is concerned about the wear and tear that could occur. Chief Puckett stated that they are; they are working in a law enforcement capacity and need to be recognized as a law enforcement officer. He stated that they are representatives of the Nashville Police Department. Mayor Pro Tem Burns confirmed that the written directive that they have is the secondary employment policy. Chief Puckett stated that they did and the policy sets standards and guidelines on how the officers can work a secondary form of employment. Chief Puckett stated that using Extra Duty Solutions would allow him to remove this burden from his administrative staff.

Chief Puckett mentioned that recently the State Employee's Credit Union (SECU) has had a parking lot full of people and has had several problems because of it including the routing of traffic. During this time we had three (3) officers on patrol for the entire Town. Having Extra Duty Solutions would not only allow the department to not have the administrative burden, but in situations with business like SECU; SECU could use Extra Duty Solutions to hire an off duty officer to meet their needs and the Town would have three (3) officers focused on patrolling the Town. Council Member Hinton asked if that was the same thing that had occurred with the meat dispersal. Chief Puckett stated that it was not, that he called in officers to work that event and they were offered comp time for working during that time.

Mayor Pro Tem Burns stated that within the directive she did not see anything about worker's compensation, vehicle fees, or the number of officers required; she asked if those items would be added. Chief Puckett stated that they are not included but the policy would be rapidly changing and those things would be added; he stated that there was really no policy in place when he arrived and they will need to adapt it as necessary. Council Member Taylor stated that in the past people or families were able to call in and request an officer to be present for an event; he wanted to know if they could still do that. Chief Puckett stated that they can still do that and the family would be paying that expense. Chief Puckett stated that the policy will be ever evolving. Major Wooten stated that they are open 365 days a year, 24 hours a day, and they would speak with someone they will not get a recording. Major Wooten stated that they would work with the Town in whatever way they decide they want things set up; they can even do things like assign specific officers to specific locations they just need that

information to be able to set things up accordingly. He stated that they also have an app that works with apple and android devices that officers could utilize. If the Town elects to use the company they would come in for onsite training on how to use all the tools that they provide.

Mayor Pro Tem Burns stated that several times throughout the contract that it is mentioned that the Town is not liable, that the Town and Extra Duty Solutions are not partners, but there is an indemnity clause. She asked in what kind of situation would the Town have to indemnify to Extra Duty Solutions. Paula Sauls stated that it is standard practice to have an indemnity clause in a contract; if there are changes that need to be made they can do that and it would be sent back to their legal department. She stated that if for example an off duty officer opened a door and accidentally hit someone in the face and broke their nose that it would be covered under their liability policy. She stated that the indemnification is there if the officer does something that is neglectful. Mayor Pro Tem stated that if the officer does something neglectful or intentional then the officer could be held accountable but she doesn't see why the Town should be held accountable. Ms. Sauls stated it is an additional insurance policy for Extra Duty Solutions, but if there is a law suit, the company and Town would be placed on the suit together. There is additional money placed there to cover fees in the event that a law suit occurs. The liability covers most accidents. She stated that worker's comp is additional but it covers officers if they are hurt on the job. She stated there is always uncertainty when dealing with worker's compensation and how the claims are processed.

Council Member Hinton asked how many officers were interested in off duty work; we have a relatively young force. Chief Puckett stated that we do have a younger force and that there is interest within the department for off duty work. His hopes is that by providing opportunities to officers to supplement their pay it would reduce some of the risk of officers leaving to go to another municipality. Council Member Hinton stated that she is concerned that this could take something away from our police department. Chief Puckett stated that, that would not happen; the policy explains that their employment with the Town takes precedent over any other form of secondary employment. He also stated that it would help the department with officer safety. The Town recently had a crime committed and if it had not been for an off duty officer being willing to help the officer who was on patrol that officer's safety would have been at risk.

Ms. Sauls stated it was a great way to put the financial burden where it needed to be and not on the Town. Chief Puckett stated another great example of when this could be used would be during Black Friday Shopping for Wal-Mart; this would allow Wal-Mart to be financially responsible for the off duty officer. He stated that currently staff spend hours each week to perform this administrative task, and in using Extra Duty Solutions that time would be freed up to be used to other things that are needed within the department. Council Member Hinton asked who would be the Town's coordinator and Chief Puckett stated Lieutenant Boykin.

Mayor Brown asked if there were any additional comments. Mayor Pro Tem Burns stated that she would like the policy changed on page 2; the sentence currently reads "Employees may not work any secondary employment less than eight (8) hours prior to starting their tour of duty with the Nashville Police Department without approval from their supervisor. She would like less than to be changed to within. She stated on page four (4) it states that "officers who fail to appear for scheduled extra-duty employment may be restricted from working other extra-duty employment and may be subject to department discipline." She asked if we were comingling by adding this statement. Chief Puckett stated that it does not; that the officer would still be a representative of the Town of Nashville and has to fulfill their obligation. Not showing up for duty can cause safety and liability issues and it makes the department look bad. Mayor Pro Tem Burns stated she wanted to ensure that we are not giving the perception that we are a partnership. Ms. Sauls stated that Extra Duty would be working for the Town; they are nothing more than an administrative service that takes the administrative burden off of the Town and the employees are still Town of Nashville employees. Mayor Pro Tem Burns stated that she didn't want the officers to receive disciplinary action from the Town based on something that may occur during an off duty assignment. Chief Puckett stated that he understands what she is saying, but they still represent the Nashville Police Department. Mayor Pro Tem Burns stated that we would not discipline them for something that happened on an off duty job if it wasn't a police related job, and Chief Puckett stated that was correct, but they would not be wearing a Town of Nashville uniform.

Mayor Pro Tem Burns stated that she was trying to make a separate distinction so that the Town cannot be held liable at that time. Chief Puckett stated that they would always represent the Town of Nashville, if an officer gets a DWI they are going to be disciplined, so if they don't show up to fulfill their obligation as a representative of Nashville they will be disciplined. He stated that the discipline will be related to their off duty assignments, that it would be anything severe or interfere with their obligations to their normal job responsibilities.

Mayor Pro Tem Burns stated on page five (5) that it states "No employee shall work any off duty employment without the knowledge and approval of the Chief of Police or his designee;" she stated she would like this authority to stay with the Chief. She stated that it also states that approval can be done verbally and she would prefer that it be written. Mayor Pro Tem Burns stated that she would also like some general statement added to the end of the policy that the states that the Town is not to be held liable. Council Member Hinton stated that she has had citizens call her and ask why an off duty officer would be using a Town issued vehicle. She stated that she understands what he has explained, but the perception is that they are working off duty and using a tax paid vehicle. Chief Puckett stated that he does understand how it could be received but it is only costing maybe \$0.80, \$0.85 for that officer to utilize the vehicle. It also shows additional police presence. Council Member Hinton stated that they do not see it that way. Mayor Brown asked if there was any more discussion from Council; she thanked Major Wooten and Ms. Sauls for their time.

Mayor Brown stated that the manager is recommending that Council adopt the Police Department's Secondary Employment Policy and authorize the contract with Extra Duty Solutions for secondary employment. Mayor Brown called for a motion. Council Member Hobbs made the motion to approve, seconded by Mayor Pro Tem burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The policy was approved as follows:



**NASHVILLE POLICE
DEPARTMENT
WRITTEN DIRECTIVE**



Chapter: 300 – Personnel Management

Directive: 310.03 – Secondary Employment

Issuing Authority: Chief Anthony Puckett

Effective Date: September 2, 2019

Last Revision: September 2, 2019

310.3.1 PURPOSE

The purpose of this directive is to set forth guidelines to govern secondary employment by employees of the Nashville Police Department

310.3.2 POLICY

It is the policy of the Nashville Police Department to provide guidelines for employees regarding all types of approved outside employment and to establish procedures to maintain accountability for police employees, the Department, and secondary employers.

310.3.3 DEFINITIONS

A. Extra-Duty Employment – Any secondary employment that is conditioned on the actual or potential use of law enforcement powers by sworn employees of the Nashville Police Department.

B. Secondary Employment Coordinator – A supervisory employee appointed by the Chief of Police with responsibility for screening secondary employment requests for compliance with this directive, coordinating secondary employment payroll through the Department provider, and determining availability. There will be no additional compensation for this responsibility. This responsibility will be included in the employee's job description.

C. Memorandum of Understanding (M.O.U.) – A signed agreement between the Department and a private employer (business or citizen) that outlines the financial and operational obligations of both parties.

D. Off-Duty Employment – Any secondary employment that will not require the use, or the potential use, of law enforcement powers by employees of the Nashville Police Department.

E. Secondary Employment – The provision of a service, whether or not in exchange for a fee or other service, by an off-duty employee of the Department outside their assigned job duties. Secondary employment does not include volunteer charity work.

310.3.4 RIGHT OF MANAGEMENT

The Chief of Police reserves the right to approve, deny, revoke, or add restrictions at any time to any request for secondary employment based upon available information at the time and the totality of the circumstances.

310.3.5 GENERAL PROVISIONS FOR ALL SECONDARY EMPLOYMENT

The following guidelines apply to all employees working or applying to work any secondary employment:

- A. Under no circumstances will an employee engage in secondary employment in which the employee is on-duty for the Police Department and working for a secondary employer at the same time.
- B. Employees may not work any secondary employment within eight (8) hours prior to starting their tour of duty with the Nashville Police Department without approval from their supervisor.
- C. Any employee engaged in secondary employment is subject to call-back to duty in the case of an emergency. The employee engaged in secondary employment will be expected to leave the secondary employment in an emergency situation if requested to do so.

310.3.6 METHOD OF PAYMENT

- A. Extra-Duty: Employees working extra-duty employment will be paid through the Department's provider (Extra Duty Solutions) unless other arrangements are made through the Secondary Employment Coordinator. If no other arrangements have been made, the Department's provider (Extra Duty Solutions) will invoice the extra-duty employer for any hours worked by Department employees.
- B. Off-Duty: Employees working off-duty employment are expected to make arrangements for payment with the off-duty employer. Any approved off-duty employment is an individual arrangement between the employee and the off-duty employer and does not involve the Department or the Town.

310.3.7 REPORTING OF INCOME

It is the responsibility of the employee engaged in secondary employment to report all income, regardless of amount, as required by the state and federal government for income tax purposes. In general, income from secondary employment means all income derived from whatever source and includes compensation for services rendered.

310.3.8 WORKER'S COMPENSATION

The providers of worker's compensation insurance for the Town of Nashville may not pay benefits to an injured employee unless the injury received during secondary employment arises out of and in the scope of a law enforcement action and is not covered by the Department provider.

310.3.9 CIVIL LIABILITY

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The providers of professional liability insurance for the Town of Nashville may not cover employees for incidents not directly involving an arrest or other law enforcement function unique to law enforcement. An officer engaged in extra-duty employment who is making an arrest or performing other functions unique to law enforcement will have the same protection as an on-duty officer.

310.3.10 EXTRA-DUTY EMPLOYER

Approval Process All Extra-Duty Employment must be approved by the department through the following process.

A. Any business or individual seeking to hire police officers must submit a request through the Secondary Employment Coordinator.

B. Upon approval the Secondary Employment Coordinator will provide the requesting party a copy of a Memorandum of Understanding. The Memorandum of Understanding provides an explanation of the extra-duty detail, general guidelines, and fees associated with the employment. It must be signed by the Secondary Employment Coordinator and a representative of the Secondary Employer.

C. All extra-duty employment MOUs serve as written documentation of agency approval and are maintained by the Secondary Employment Coordinator.

310.3.11 GENERAL PROVISIONS FOR EXTRA-DUTY EMPLOYMENT

A. Before an employee can engage in extra-duty employment, there must be a Memorandum of Understanding with the secondary employer on file with the Department.

B. All sworn employees are eligible to work extra-duty employment so long as they are not subject to any of the restrictions outlined in 310.3.12.

C. Sworn employees engaged in extra-duty employment will have the same powers and authority as other law enforcement officers.

D. Officers working extra-duty employment are required to:

1. Abide by all policies and procedures of the Department
2. Work in either a class A, B, or C uniform, all of which are typically worn by sworn personnel and identify employees as Law Enforcement Officers. Requests to perform extra-duty employment in plain clothes must be approved by the Chief of Police before any work is performed.
3. Notify the on-duty patrol supervisor of their location and sign on to CAD in an off-duty capacity either by MCT or by the radio.
4. Possess and monitor their portable radio.

- 5. Document the date, time, and hours worked at their extra-duty employer. This information will be reported on time sheets that will be submitted every two weeks; and
- 6. Investigate, document, and/or arrest for any misdemeanor incidents that can be addressed without requiring the extra-duty officer to leave the extra-duty employment job site. On-duty personnel will respond to any misdemeanor offenses that cannot be handled on-site and to any felony offenses occurring at an extra-duty employment job site. An on-duty supervisor may elect to have an on-duty officer investigate unusual misdemeanor incidents.

E. Scheduling

Scheduling is the responsibility of the Secondary Employment Coordinator and Department provider. All requests for extra-duty assignments will be staffed, when possible, on a first-come, first serve basis determined by the time stamp embedded in the e-mail request. The secondary employment coordinator may elect to give priority to any extra-duty assignment(s) that has the potential to impact public safety if not staffed.

F. Supervision

In instances when more than four officers are hired by a secondary employer to work extra duty at the same time, one of the employed officers will be a supervisor. For large-scale events, it will be at the discretion of the Secondary Employment Coordinator to determine an appropriate number of extra duty officers and/or supervisors required to staff the event.

G. Attendance/Absence: Officers who have volunteered for and wish to be replaced for an extra-duty assignment shall, absent any other instructions, contact the Secondary Employment Coordinator.

- 1. The responsibility for securing a replacement officer and advising that officer of the assignment details rests with the originally assigned officer.
- 2. If a replacement cannot be found, the originally assigned officer shall report to the extra-duty assignment unless directed otherwise by competent supervisory authority. If the originally assigned officer cannot report to the secondary employment and is unable to find a replacement, it is his/her responsibility to notify the secondary employer and the Secondary Employment Coordinator.
- 3. Officers who fail to appear for scheduled extra-duty employment may be restricted from working other extra-duty employment and may be subject to Department discipline.

H. Department-owned Vehicles: The use of Department-owned take-home vehicles is required when working extra-duty employment so that extra-duty officers are able to respond to emergencies that may occur while they are working extra-duty employment.

310.3.12 LIMITATIONS ON EXTRA-DUTY EMPLOYMENT

300	Personnel Management 310.03 – Secondary Employment	Page 4 of 7
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A. The following are prohibited from engaging in extra-duty employment:

1. Sworn employees who are on-call and being compensated by the Town of Nashville.
2. Sworn employees who have not completed the Field Training and Evaluation Program.
3. Sworn employees who are on medical or sick leave, light duty/temporary disability assignments; and
4. Sworn employees who are:
 - a. On emergency relief from duty.
 - b. Suspended from duty; or
 - c. On administrative leave.

B. An employee may be prohibited from working any secondary employment due to any disciplinary action occurring as a result of secondary and/or regular duty employment.

C. Authorization for a Department employee to engage in extra-duty employment may be revoked by the Chief of Police when it is determined that such outside employment is not in the best interests of the employee or the Department. Examples of such instances include (but are not limited to):

1. The employee being unavailable during an emergency.
2. The employee being physically or mentally exhausted to the point that their performance may be affected.
3. The employment bringing into disrepute or impairing the operation or efficiency of the Department.
4. The employment conflicting with the employee's present duties; or
5. The employee failing to report as scheduled, and/or failing to make arrangements for coverage during their absence.

D. No employee will directly or indirectly solicit any extra-duty employment.

310.3.13 GENERAL PROVISIONS FOR OFF-DUTY EMPLOYMENT

A. No employee shall work any off-duty employment without the knowledge and approval of the Chief of Police.

300	Personnel Management 310.03 – Secondary Employment	Page 5 of 7
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B. Employees must seek and obtain individual written approval for each off-duty employment opportunity they wish to engage in by electronically submitting a Request for Secondary Employment through the chain-of-command to the Chief of Police prior to working any off-duty employment.

C. If time does not permit the written approval of off-duty employment as outlined above, the Chief of Police or the Police Captain may verbally approve off-duty employment pursuant to the provisions of this directive. Regardless of whether or not the verbal request for off-duty employment is approved, employees must still submit a Request for Secondary Employment as soon as practical.

D. Approved off-duty employment requests will expire on the last day of December of each year. Employees may not engage in off-duty employment until a new request has been approved.

E. Employees may not engage in off-duty employment that involves any of the following:

1. The use, or the potential use, of law enforcement powers by an employee of the police department.
2. Employment that presents a potential conflict of interest between a sworn employee and his/her duties as a police officer. Examples of prohibited off-duty employment include (but are not limited to):
 - a. Serving as a process server, re-possessor, or bill collector, or in any other employment in which police authority might tend to be used to collect money or merchandise for private purposes.
 - b. Conducting personnel investigations for the private sector or any employment which might require the employee to have access to police information, files, records or services as a condition of the secondary employment.
 - c. Working in the police uniform in the performance of tasks other than that of a law enforcement nature.
 - d. Work which assists in case preparation using materials, equipment, supplies or computerized software owned by the Town of Nashville for the prosecution or defense in any civil or criminal action or proceeding.
 - e. Working for a business or labor group that is on strike or engaged in public demonstrations or pickets; or
 - f. Working in occupations that are regulated by, or must be licensed by, the Nashville Police Department.
3. Employment that constitutes a threat to the status or dignity of law enforcement as a professional occupation. Examples of prohibited employment that presents a threat to the status or dignity of the law enforcement profession include (but are not limited to):

- a. Working at establishments which, as their principal business, sell pornographic books, magazines, sexual devices, or videos.
- b. Working at establishments that otherwise provide entertainment or services of a sexual nature; or
- c. Any employment that involves the sale, distribution, manufacture or transport of alcoholic beverages as the principal business.

300	Personnel Management 310.03 – Secondary Employment	Page 7 of 7
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- c. Z2020-02 Request to rezone property 0 Eastpointe Avenue from B-1 (general business) zoning district to R-4 (residential) zoning district. This parcel contains approximately 9.36 acres and the parent parcel is identified as Nash County Tax Parcel 381006484519U.

Mayor Brown stated that the next item for consideration is the request to rezone property located at 0 S. Eastpointe Avenue from B-1 (business) zoning district to R-4 (residential) zoning district. This parcel contains approximately 9.36 acres and the parent parcel is identified by Nash County as Parcel Number 381006484519U. Mayor Brown asked Mr. Lansing to speak on this rezoning request. Mr. Lansing stated that a public hearing was previously held to consider this rezoning request. The property is owned by Mr. David Rose and is located behind Food Lion. They are asking that the property be rezoned; it is currently commercial and they would like to use it for residential purposes. The applicant has requested the R-4 zoning; the designation allows the largest concentration of housing units.

Mayor Pro Tem Burns stated that in the public hearing it sounded like they would have setbacks of eight (8) feet on each side given sixteen (16) feet between two (2) houses. She stated the R-4 classification in fact has six (6) foot setbacks which would yield twelve (12) feet between houses. Mr. Lansing stated that was correct; Mr. Stocks spoke on behalf of Mr. Rose at that public hearing and Mr. Stocks misspoke. The designation does require six (6) foot setbacks; it provides the adequate amount of spacing needed to place each home on the appropriate size lot. Mr. Stocks stated that this is the product the developers would like to bring and that they feel will sell. Mr. Lansing stated that this is the reason that they are seeking this particular classification.

Council Member Hinton asked how many square feet. Mr. Lansing stated that he believed between 1,200 and 1,500 square feet. Council Member Hinton stated Mr. Stocks had stated he was unsure what the square footage would be during the public hearing. Mayor Pro Tem Burns stated that this rezoning request also takes and makes a change for the intended use; there is commercial property to the east, north and south of this property, and there is undeveloped property to the west. Approving the request would change the look and intent of the commercially zoned area. She felt that this was a great project but felt Council needed public input. She would like to hold off on the rezoning request until the July meeting to allow the public the opportunity to see the article in the paper and have an opportunity to speak on the request. Mayor Brown asked if she would like to put that into a motion. Mayor Pro Tem Burns made the motion to table the rezoning request until the July 1, 2020 meeting, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

6. New Business

a. Resolution 2020-14: Resolution Authorizing the Sale of Surplus Property at Electronic Auction

Mayor Brown stated that the next item for consideration was Resolution 2020-14: Resolution Authorizing the Sale of Surplus Property at Electronic Auction. The Town staff wishes to dispose of personal property that is no longer of use to the Town. In compliance with NCGS §160-270, this resolution authorizes the Town Manager or his designee to sell surplus property listed on the resolution at electronic auction on www.govdeals.com. In compliance with NCGS §160A-266, this resolution authorizes the Town Manager to discard surplus property listed on the resolution once electronic auction on www.govdeals.com has ended. Mayor Brown stated that the Town will be selling a small diesel generator, a tandem axle diesel generator, an abandoned lift station panel, a 2000 Chevy 1500 Extended Cab Long Bed Pickup, and a 2000 Ford Expedition.

Council Member Hinton asked if the small diesel generator runs, the condition is listed as unknown. Mr. Brown stated that it will start but it has exceeded its useful life. Mayor Brown asked if he thought someone may want it for parts. Mr. Brown stated that someone may want it for parts, to tinker with, or they may have a use for it, but the department did not have a use for it. Council Member Taylor asked if we had a replacement for it. Mr. Brown stated that the generator has been out of service about ten (10) to twelve (12) years and that the department is good to go. Council Member Hinton asked what the condition of the tandem axel diesel generator was; the condition is also listed as unknown. Mr. Brown stated that it was purchased about twelve (12) years ago and has exceeded its useful life as well.

Mayor Pro Tem Burns asked why the last item was listed with a note that any money received from the sell of that particular vehicle would have to be turned over to the Nash County School System per the judge's court order. Chief Puckett stated that was correct that anything seized during a drug seizure has to be turned over to the school system. Council Member Taylor stated that he wants to be sure that in selling the two (2) generators that we don't have to turn around and replace both generators. Mr. Brown stated that all of the areas that the departments service have the necessary generators that they need. Mr. Lansing stated that most of our facility are three (3) phase and these are single phase generators.

Mayor Brown asked if there was any more discussion. There being none, Mayor Brown called for a motion. Mayor Pro Tem Burns made the motion to approve the resolution, seconded by Council

Member Taylor. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The resolution was approved as follows:



**Resolution 2020-14
RESOLUTION AUTHORIZING SALE OF SURPLUS PERSONAL PROPERTY AT
ELECTRONIC AUCTION**

WHEREAS, NCGS §160A-270 allows the Town Council to sell personal property at electronic auction upon adoption of a resolution authorizing the appropriate official to dispose of the property at electronic auction; and

WHEREAS, the Town Manager has recommended that the property listed below be sold at electronic auction as surplus property.

WHEREAS, NCGS §160A-266 allows municipalities to discard any personal property that is determined to have no value; that remains unsold or unclaimed after the municipality has exhausted all efforts to sell if using one of the authorized methods; or poses a potential threat to public health or safety.

WHEREAS, the Town Manager has recommended that the property listed below be discarded once the electronic auction has ended.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Nashville that:

1. The following described property is hereby declared to be surplus to the needs of the Town:

**Small Diesel Generator
Tandem Axle Diesel Generator
Abandoned Lift Station Panel
2000 Chevy 1500 Extended Cab Long Bed Pickup
2000 Ford Expedition**

Adopted this 2nd day of June 2020.

Attest:

Monteca Silver, Town Clerk



- b. Resolution 2020-15: Resolution of the Town Council of the Town of Nashville Allowing Commercial Water Customers to Submit a Secured Letter of Credit in Lieu of a Cash Deposit

Mayor Brown stated that the next item for consideration was Resolution 2020-15: Resolution of the Town Council of the Town of Nashville Allowing Commercial Water Customers to Submit a Secured Letter of Credit in Lieu of a Cash Deposit. Home builders and developers in the Town of Nashville must make a service application to the Town for water service on each new home they build and pay a \$100 cash deposit to ensure payment of water charges on that home. The deposit is returned once the new house is sold and the new owner makes their own application for service. A house builder has asked if a letter of credit in the amount of the required deposit could be submitted in lieu of the cash deposit on the new homes he is planning to build. The staff has reviewed and discussed the request and feels a

secured letter of credit from a bank or financial institution will serve the same purposes as a cash deposit.

Mayor Brown asked staff if they had anything they felt they need to add and they did not. Mayor Brown asked if there was any discussion. There being none, Mayor Brown called for a motion. Council Member Taylor made the motion to approve the resolution, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The resolution was approved as follows:

Resolution 2020-15

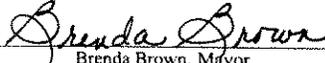
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NASHVILLE
ALLOWING COMMERCIAL WATER CUSTOMERS TO SUBMIT A SECURED
LETTER OF CREDIT IN LIEU OF A CASH DEPOSIT

WHEREAS, Section 38-38 of the Nashville Code of Ordinances requires every applicant for water service to make a cash deposit as security of payment of all customer charges; and

WHEREAS, commercial customers have requested to use a secured letter of credit from their bank or financial institution in lieu of paying a cash deposit;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Nashville, North Carolina that commercial water customers are hereby allowed to submit a secured letter of credit from their bank or financial institution in an amount equal to the required deposit in Sections 38-38 and 38-39 of the Nashville Code of Ordinances in lieu of a cash deposit.

ADOPTED this the 2nd day of June 2020 in Nashville, North Carolina.


Brenda Brown, Mayor

ATTEST:


Jontesca Silver, Town Clerk

(Seal)



c. Consideration of the Town of Nashville Coronavirus Relief Fund

Mayor Brown stated that the next item for consideration is the Town of Nashville Coronavirus Relief Fund Plan. The NC General Assembly has appropriated much of the State of North Carolina's Federal CARE Act funding to counties via the NC Coronavirus Relief Fund. Nash County, in turn, has appropriated \$300,000 to the ten (10) towns in Nash County. The funds can be used by local governments to cover

expenses incurred preparing and dealing with the COVID-19 pandemic, provided the local government receiving the funding adopts an official plan for its use of the funding.

Mrs. Sanchez stated that Nash County has received funding through the State from the CARES Act and they have elected to share that funding with the Town. We are requesting to participate in order to help us receive funding from FEMA as well. Mrs. Sanchez stated that it requires a 25% match but we are currently \$19,000 to \$20,000 into our COVID-19 expenses. Mayor Brown stated that we have nothing to lose at this point in applying for it and Mrs. Sanchez stated that was correct. Mayor Pro Tem Burns asked what exactly the funding covered and if it covered the plexi glass and the computers. Mrs. Sanchez stated it does not cover the computers; FEMA money covers public safety personnel, specific medical expenses and PPE; she believes that the plexi glass is included in that. We are working on applying for the FEMA Funding in addition to the applying for the funding from the County.

Mayor Pro Tem Burns asked how much funding the County received; Mrs. Sanchez stated that they are going to allocate \$300,000 to the municipalities within the County. Mayor Pro Tem Burns asked how much total funding the County received for COVID-19 and Mr. Lansing stated that they had received \$1,700,000. Mayor Brown asked if there was any additional discussion. There being none, Mayor Brown called for a motion. Council Member Hinton made the motion to approve the plan, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The plan was approved as follows:

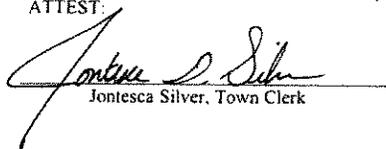
Town of Nashville's
Local Government Plan
For Coronavirus Relief Funding
June 2, 2020

The Town of Nashville's Local Government Plan for Coronavirus Relief Funding is to use the funding to reimburse the Town for direct costs incurred preparing and dealing with the COVID-19 pandemic in Nashville, and to cover lost utility revenues resulting from the COVID-19 pandemic.

ADOPTED this the 2nd day of June 2020 in Nashville, North Carolina.


Brenda Brown, Mayor

ATTEST:


Jontesca Silver, Town Clerk

(Seal)



d. Budget Amendments

i. Budget Amendment #28

Mayor Brown stated that budget amendment #28 reallocates unused funds to cover over budget line items. Major over budget line items include: State of Emergency expenses due to COVID-9, public building capital outlay due to VC3 infrastructure upgrades, fire full time salaries, sanitation contract services due to Waste Industries, administration full time salaries, water salaries (offset by decrease in sewer salaries), purchase of additional water meters, sewage treatment, and sewer surcharges. Budget amendment #28 also allocates fire capital reserves from Nash County to the fire department for the purchase of air packs.

Mrs. Sanchez stated that this was the final budget amendment for the fiscal year. She reallocated funds within the current budget instead of appropriating funds from fund balance. Mrs. Sanchez stated that the Town has seen a lot of change and new staff within the last year and she reallocated based on things that changed because of this. Mayor Brown summarized the major items listed in the budget

amendment and sent a memo out earlier this week to discuss some of the larger items that are included within the budget amendment. Mrs. Sanchez stated that in the general fund line item 10-620-4500 should read 10-620-3300 and that it is still for supplies.

Mayor Brown asked if next year we would be dealing with this same type of clean up issues and Mrs. Sanchez stated that she does not intend to. Mayor Pro Tem Burns stated that the budget was not properly planned for the things that have occurred within the fiscal year. Mayor Brown asked if there was any additional discussion. There being none, Mayor Brown called for a motion. Council Member Taylor made the motion to approve budget amendment #28, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The budget amendment was approved as follows:

BUDGET AMENDMENT FISCAL YEAR 2019-2020						
					Budget Amendment #	28
Account #	Account Description	Current Budget	INCREASE	DECREASE	Amended Budget	
Fund	10 - General Fund					
Department	VARIOUS					
Revenues:						
10-353-0000	FIRE PROTECTION CONTRIBUTION	\$ 489,790.00	\$ 42,000.00		\$ 531,790.00	
					NET CHANGE IN REVENUES	\$ 42,000.00
Expenditures:						
10-420-0200	FULL TIME SALARIES	\$ 202,844.00	\$ 5,250.00		\$ 208,094.00	
10-420-7400	C.O. EQUIPMENT	\$ 2,500.00	\$ 3,200.00		\$ 5,700.00	
10-500-7300	CAPITAL IMPROVEMENTS	\$ 57,400.00	\$ 8,300.00		\$ 65,700.00	
10-510-1700	VEHICLE MAINTENANCE	\$ 15,000.00	\$ 4,400.00		\$ 19,400.00	
10-530-0200	FULL TIME SALARIES	\$ 506,926.00	\$ 15,000.00		\$ 521,926.00	
10-530-7400	C.O. EQUIPMENT	\$ 120,000.00	\$ 42,000.00		\$ 162,000.00	
10-580-4500	CONTRACT SERVICE	\$ 135,000.00	\$ 10,000.00		\$ 145,000.00	
10-630-1100	TELEPHONE & POSTAGE	\$ 5,250.00	\$ 1,000.00		\$ 6,250.00	
10-660-2300	STATE OF EMERGENCY EXPENSES	\$ -	\$ 20,000.00		\$ 20,000.00	
10-660-3401	POLICE SAFETY	\$ 500.00	\$ 2,000.00		\$ 2,500.00	
10-660-0401	MARKET STUDY RESERVE	\$ 40,730.00		\$ 40,730.00	\$ -	
10-660-5401	WORKERS COMP	\$ 80,647.00		\$ 8,440.00	\$ 72,207.00	
10-660-5402	UNEMPLOYMENT INSURANCE	\$ 6,879.00		\$ 5,775.00	\$ 1,104.00	
10-620-4500	SUPPLIES	\$ 28,500.00		\$ 14,205.00	\$ 14,295.00	
					NET CHANGE IN EXPENDITURES	\$ 42,000.00
Fund	30-Public Works					
Revenues:						
Expenditures:						
30-660-5402	UNEMPLOYMENT INSURANCE	\$ 2,500.00		\$ 2,300.00	\$ 200.00	
30-660-7400	CAPITAL OUTLAY	\$ 13,995.00		\$ 5,900.00	\$ 8,095.00	
30-660-9800	CONTRIBUTION TO RETAINED EARNINGS	\$ 157,590.00		\$ 157,590.00	\$ -	
30-720-0200	SALARIES	\$ 200.00	\$ 1,700.00		\$ 1,400.00	
30-720-1100	TELEPHONE & POSTAGE	\$ 10,450.00		\$ 1,200.00	\$ 9,250.00	
30-720-3300	SUPPLIES	\$ 9,000.00		\$ 1,500.00	\$ 7,500.00	
30-720-4500	CONTRACT SERVICE	\$ 8,040.00		\$ 3,300.00	\$ 4,740.00	
30-810-0200	FULL TIME SALARIES	\$ 140,886.00	\$ 10,500.00		\$ 151,386.00	
30-810-0201	OVERTIME	\$ 8,598.00	\$ 2,000.00		\$ 10,598.00	
30-810-0300	SEASONAL WAGES	\$ 20,300.00		\$ 7,240.00	\$ 18,060.00	
30-810-0700	RETIREMENT	\$ 1,500.00	\$ 2,000.00		\$ 3,500.00	
30-810-1100	TELEPHONE & POSTAGE	\$ 7,000.00	\$ 1,500.00		\$ 8,500.00	
30-810-1300	UTILITIES	\$ 42,000.00		\$ 7,000.00	\$ 35,000.00	
30-810-1600	EQUIPMENT MAINTENANCE	\$ 18,000.00		\$ 15,000.00	\$ 3,000.00	
30-810-1700	VEHICLE MAINTENANCE	\$ 4,000.00		\$ 2,000.00	\$ 2,000.00	
30-810-3100	GAS OIL TIRES	\$ 9,000.00		\$ 2,000.00	\$ 7,000.00	
30-810-3300	SUPPLIES	\$ 49,000.00		\$ 2,000.00	\$ 47,000.00	
30-810-3400	METERS	\$ 140,000.00	\$ 92,950.00		\$ 232,950.00	
30-810-4500	CONTRACT SERVICE	\$ 74,500.00		\$ 39,000.00	\$ 35,500.00	
30-810-4800	PURCHASES FOR RESALE	\$ 600,000.00		\$ 14,790.00	\$ 585,210.00	
30-810-7400	C.O. EQUIPMENT	\$ 16,300.00		\$ 10,000.00	\$ 6,300.00	
30-820-0200	FULL TIME SALARIES	\$ 130,642.00		\$ 7,000.00	\$ 123,642.00	
30-820-1100	TELEPHONE & POSTAGE	\$ 3,100.00		\$ 2,000.00	\$ 1,100.00	
30-820-1600	EQUIPMENT MAINTENANCE	\$ 18,000.00	\$ 3,100.00		\$ 21,100.00	

30-820-3100	GAS OIL TIRES	\$ 9,000.00	\$ 1,000.00	\$ 10,000.00
30-820-4400	SEWAGE TREATMENT	\$ 1,550,000.00	\$ 60,000.00	\$ 1,610,000.00
30-820-4401	SEWER SURCHARGES	\$ 218,000.00	\$ 140,000.00	\$ 358,000.00
30-820-4500	CONTRACT SERVICE	\$ 21,000.00	\$ 4,030.00	\$ 16,970.00
30-820-4501	SEWER SYSTEM REHAB	\$ 301,500.00	\$ 23,400.00	\$ 278,100.00
30-820-7400	C.O. EQUIPMENT	\$ 52,000.00	\$ 12,000.00	\$ 40,000.00

NET CHANGE IN EXPENDITURES \$

EXPLANATION:
To clean up over budget line items.

Approved by Town Manager

posted:



6-2-20
Date

Approved by Town Council

Date

Item #:

7. Town Manager's Report-There was no manager's report.

8. Council Comments -There were no council comments.

9. Mayor Comments-There were no comments.

10. Closed Session

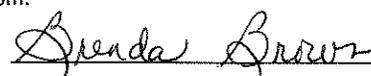
- a Closed Session: Pursuant NCSG §143-318.11(a)(6) Personnel to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Mayor Brown called for a motion to go into closed session pursuant to NCGS §143-318.11(a)(6) for personnel to consider the qualifications, competence, performance, character, fitness, conditions of appointment or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Council Member Hobbs made the motion, seconded by Council Member Hinton. Mayor Brown called for a vote. The motion was unanimously approved (4-0). Mayor Brown informed the public that there would be no action taken in closed session. Council entered closed session at 8:21 p.m.

Mayor Brown called for motion to return to open session. Mayor Pro Tem Burns made the motion, seconded by Council Member Taylor. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). The meeting returned to open session at 9:14 p.m. No action was taken during the closed session.

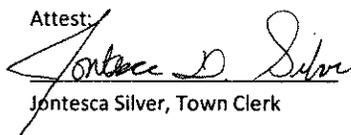
11. Adjourn

There being no further business, Mayor Brown called for a motion to adjourn. Mayor Pro Tem Burns made the motion to adjourn, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). Mayor Brown declared the meeting adjourned at 9:14 pm.



Brenda Brown, Mayor

Attest:


Jontesca Silver, Town Clerk