Budget
Work Session
May 7, 2008
4:00 p.m. – 8:00 p.m.

PRESENT
W. Printz
M. Dearing
M. Isom
M. O'Neill
D. Kite (arrived at 5:00)
S. Sigafoose

STAFF
Lauri A. N. Sigler
James A. Morris
Clairen Sipe
Allison Morris
Lynn Meadows
Diane Johnson
Denise R. Monger

ABSENT
T. Pence

Council discussed the following at a Budget Work Session:

- List of expenses
- Consent Order from DEQ mid/end June
- $60,000.00 minimum for new schools
- $200,000 pump station upgrade or replacement
- $750,000 – 1,000,000 water tank
- $20,000.00 generator pad
- $400,000 generator
- $65,000 loan in July – Pentecostal Hill
- $30,000 loan in January – Pentecostal Hill
- $32,000 quarterly Community Center loan
- $250,000 I&I for Spotswood Trail
- $30,000 I&I near middle school
- $76,000 Newtown Road (right side)
- $63,000.00 Newtown Road (left side)
- $10,000 purchase of meter box
- $150,000 Kite property bond payment
- $24,000 Hiram Kite property
- Payment to Miss Kite per month
- If capacity at plant exceeded specifications, $1,000,000 for upgrades
- $66.00 per foot for I&I repairs
- Local realtors to be involved in sale of Kite property
- Realtor meeting to take place on Friday
- Expenses for advertisements by auctioneers
- Pending auctioneer contract
- Sale of property to pay off generator, Hiram Kite property, Community Center renovations loan ($1.6 million), $2.0 million loan that purchased the Kite House, other property, the Community Center building and the generator.
- Available cash to increase with addition of meals tax increase and water and sewer rate increases
- Pay off debt and use rate increases to service debt on new loans for water and sewer infrastructure
- Overtime to be reviewed
- Improve efficiency at Community Center
- Overtime in police department to be reviewed
- Mike Breeden was contacted during the meeting to clarify comments regarding water and sewer rates
- Time issue with Anderson & Associates
- Pentecostal Hill loan for $1.35 million had no financial support for debt
- Water line to reservoir
- Town Superintendent and Zoning Administrator positions
- Community Center debt pay-off
- County assistance for Community Center
- 89% of Community Center members were County residents

- Anderson & Associates study still ongoing.
- Multiple rate increases
- Anderson & Associates to meet with Council to work on a rate structure
- More efficiency from each department
- Belt press rented with HEC funds
- Cancellation of Anderson & Associates contract
- Auditor's recommendations
- Golf course
- $145,000 more was spent on labor than last year
- Economic impact study on proposed meals tax
- Land use study and professional appraisals for Kite property before sale
- $1.4 million for labor; estimate includes all benefits and overtime
- Contract labor had been reduced
- Increase revenues; cut expenses
- Department Heads role in budget process
- Need Town Superintendent; unfair to Council and Town employees not to have position filled
- Generator
- Not many people applying for Town jobs
- Lay-offs
- Accountant's noted issue with Community Center
- Dominion Power 18% rate increase
- Credibility with County needed
- No rate increases for water and sewer in 18 years
- BPOL increase for large retail service outlets
- Increase permit fees
- Increase disconnect fees
- Increase Community Center fees
- Treasurer's office could relocate to Community Center
- Discussion of making presentation to County regarding funding for Community Center
- County funding $70,000 to center
- Department Heads asked to cut additional expenses
- Bad publicity has affected business at the Community Center.
- Finance generator for longer period of time
- Pay-off debt and use water and sewer rate increases to fund repairs to the Town's infrastructure; rates may need to increase more
- 62% increase for water and sewer at Massanutten
- County water and sewer rate comparison
- DEQ may suggest rates
- Expenses must be included in budget
- Real estate taxes
- Water conservation could be practiced
- Rockingham County real estate tax assessments increased
- $180,000 payment for Community Center made by County
- No salary increases
- $62,100.00 in memberships and room rentals at center; increase would generate $34,000.00 – $48,000.00
- Recreation not included in Community Center figures
- $396,000.00 expenses projected for Community Center for upcoming fiscal year
- All electric rates need to be charged per department
- Raise electric rates for schools
- Internal electric rates
- Increase in BPOL taxes would not take effect until next year
- Residential v. commercial rates for schools
- Pinball machines
- Balanced budget would need increased utility rates
- Departments should be self supporting

- Overtime / 8 hour shifts in police department
- Refinance Town's debts
- Water and sewer rates for other Towns increased
- Payment for generator approximately $108,000.00 per year
- 2010 profits from generator would decrease due to changes in laws
- June 1 proposed budget needed
- Cutting expenses should continue
- Roof replacement at Monger shelter in park
- Bathroom had been destroyed
- Fixtures
- Walking track needs to be sealed and edged
- May 17, 2008 two buses of divertees to assist Town with project
- Tops of picnic tables
- Recreation department charged for gymnastics area
- Merge both departments but each maintain designated money
- Follow up with Mike Breeden regarding letter requesting funds
- On-going revenue sources needed
- Lengthy discussion regarding rates
- Overtime spent this year approximately $46,000.00
- Overtime approval needed
- Police department could invoice organizations for overtime
- Personnel time could be considered a donation to organizations
- Rockingham County invoices for police time
- Number of police calls Town runs for County
- Cuts may not be possible in public works department due to scheduled projects
- Town Superintendent needed for Town staff
- Charge fee to play pool at center / slot equipment would be needed
- Additional funds being spent on wastewater treatment plant / ledger of funds being logged
- New purchase order system working efficiently
- Schools to cost money; school names
- IT expenses
- Refuse contract – RFP submitted to DNR
- All citizens should share Town expenses
- Health insurance cut last year; rates remained same this year
- Employee rate increases were not factored into the budget
- Hire Town Superintendent
- Hire staff for wastewater treatment plant; cut overtime
- Tier rate increases over a period of years
- Bridgewater has cost of living factored into budget each year for water and sewer
- Town manager/engineer position
- Town employees overburdened
- Use Town Attorneys more efficiently; rates per hour
- Manhole leaks
- Mayor Printz, Council member Kite and EACC Administrator Allison Morris to contact Mike Breeden regarding funds for the center; possibly Lynn Meadows
- Police department scheduling; overtime
- EACC rate increases (effective July 1); prepare for committee meeting
- Meet with Mike Breeden to plan presentation to the Board of Supervisors
- Rates for park rentals
- Reconnect fees
- Review permit fees
- Collection accounts: review late fees and penalties
- Review automatic bill pay
- Credit card transactions have resulted in loss of revenue
- Telephone poles
- DMV to charge $5.00 for person-to-person service

As there was no further business, the meeting was adjourned.

Mayor: _____
Wayne E. Printz

Recorder: Denise R. Monger
Denise R. Monger, Clerk

APPENDIX A

SPECIAL COUNCIL MEETING
TOWN OF ELKTON
May 7, 2008
4:00 – 8:00 p.m.

Vice Mayor M. Lee Dearing and Council Member D. E. Kite have called a Special Council Meeting of the Elkton Town Council on Wednesday, May 7, 2008, at 4:00 – 8:00 p.m., in the Council Chambers of the Elkton Area Community Center located at 20593 Blue and Gold Drive in Elkton, Virginia. The purpose of the meeting will be to hold a budget work session.