

AGENDA
Stoneville Town Council Meeting & Public Hearing
February 2, 2016
7:00 PM

Call to Order-Mayor Craddock
Pledge of Allegiance
Invocation
Approval of Minutes from Last Meeting
Approval of Agenda

New Business:

1. **Public Comments Policy – Ken Gamble**
2. **Stoneville ABC Board Report – Lee Smith**
3. **Public Hearing – Proposed Charter Amendment Ordinance – Transition to Council-Manager Form of Government**
4. **Approval of Absence from April 5th Regular Council Meeting – Mayor Craddock**
5. **Governor’s Crime Commission Grant for Town Hall Camera System – Chief Moore**
6. **Mayodan Water-Sewer Rate Increases – Ken Gamble**

Public Comments:

Old Business:

1. **Fire Department Emergency Siren Update – Ken Gamble**
2. **Drainage Ditch Complaint - Across from 200 Haywood Street (Demoss Property) – Ken Gamble**

Town Administrator Report:

1. **Winter Weather Operations**
2. **Emergency Water Line Repairs**

Executive Session Into:

Executive Session Out Of:

Adjourn/Recess:

Stoneville Town Council
Regular Meeting Minutes
January 5, 2016
7:00 PM

Present: Present were Mayor Ricky Craddock, Mayor Pro-Tem Chuck Hundley, Councilwoman Lori Armstrong, Councilmen Bill Farris, Henry Thornton, and Jerry Smith.

Also, present were Town Administrator Kenneth Gamble, Human Resource/Finance Officer Joanna Dalton, Town Clerk Sherri Darnell, Police Chief Frank Moore, Police Administrative Assistant Perry Webster, Fire Chief Tim Brown and Town Attorney Travis Martin.

Welcome: Mayor Ricky Craddock welcomed the assembly. After the Pledge of Allegiance and Invocation, Mayor Craddock called the meeting to order.

Minutes: Mayor Ricky Craddock asked if there were any corrections to the minutes from the last meeting. With no corrections, Mayor Craddock asked for a motion to approve the minutes. Councilman Farris made the motion to approve the minutes. Councilman Thornton seconded the motion. Motion carried.

Agenda: Mayor Ricky Craddock asked if there were any adjustments to the originally submitted Agenda. With no adjustments, Mayor Craddock asked for a motion to approve the Agenda. Councilman Thornton made the motion to approve the Agenda. Mayor Pro-tem Hundley seconded the motion. Motion carried.

New Business:

Award to Police Dept: Chief Frank Moore informed the Council that the Stoneville Police Department had been given the AAA 2015 Outstanding NC Traffic Safe Community award. Chief Moore stated that this award is given to the top 5 departments in the state based on several criteria, i.e., traffic stops, license checks, seat belt checks, basic patrols and volunteering. Chief Moore also stated that signs would be erected to advertise the award for the Department.

Presentation of Award to Ken Gamble: Mr. Marty Wilson of the National Rural Water Association informed the Council of the importance of the Utility Management Certification and that approximately 1% of utility professionals nationally have earned this certification. Mr. Wilson expressed his pleasure to announce that Town Administrator Kenneth Gamble has received this award. Copy incorporated into the minutes.

2015 Audit Report: Mr. Craig Hopkins of Paul, Cox and Todd presented the final audit report for the financials as of June 30, 2015. Mr. Hopkins expressed his pleasure at the overall increase in Fund Balance for the Town. Copy incorporated into the minutes.

- Matthews Street Funding Options: Town Administrator Gamble explained that we have 2 options for funding the match portion of this project. Mr. Gamble stated that we could continue with the loan for 4 years at 2.80% or take the amount from our fund balance to be used only for this project, pay ourselves back over the 4 years and save the interest and fees associated with getting the loan. Councilman Thornton made the motion to move the \$96,000.00 from the fund balance and place it into the Matthews Street Project Fund with any leftover funds returned to the fund balance at the end of the project. Mayor Pro-tem Hundley seconded the motion. Motion carried. Copy incorporated into the minutes.
- Unemployment Insurance: Finance Officer Dalton informed the Council that we had received a bill from the State of NC regarding former employees filing for unemployment. Ms. Dalton expressed her concern that this expense has not been budgeted for in the past, not knowing that this was going to occur. Town Administrator Gamble stated that we would fund a line item into the upcoming budget to provide a buffer for any future claims that may arise. Copy incorporated into the minutes.
- Ethics Training: Town Clerk Darnell advised the Council that in order to reduce costs, the Town of Wentworth will be hosting the on demand webinar at Wentworth Town Hall from June through October and all Council members are welcomed to attend any of these 2 hour sessions. Yvonne Russell, Wentworth Town Clerk, will let Mrs. Darnell know when the webinar will become available.
- Booster Station & Pump Station Repairs: Town Administrator Gamble advised the Council that we had two pumps vital to water and sewer to go down. The main pump at the water booster station and one of the two pumps at the Simpson Street sewer pumping station. Administrator Gamble provided quotes for repair of both pumps and asked the Council for approval. Councilman Smith made the motion to pay the quoted price of \$3,506.41 for the water booster station pump and approve the work on the sewer pump per the quote of \$5,985.73. Councilman Thornton seconded the motion. Motion carried. Copy incorporated into the minutes.
- Change Form Of Government: Town Administrator Gamble advised the Council that inquiries had been made into changing our form of government from Mayor-Council to Council-Manager. After much discussion, Councilman Smith made the motion to adopt the resolution of intent to change our form of government from Mayor-Council to Manager-Council. Councilman Thornton seconded the motion. Motion carried. Copy incorporated into the minutes.
- 2016/2017 Budget Meeting Calendar: Town Administrator Gamble asked the Council to review the 2016/2017 Budget Meeting Calendar and suggest any changes. With no changes, Councilwoman Armstrong made the motion to approve the calendar. Councilman Thornton seconded. Motion carried. Copy incorporated into the minutes.

Public Comments: Mr. Eugene DeMoss approached the Council thanking them for the work that was performed on the ditch at the property that he owns on Haywood Street. Mr. DeMoss then asked if something could be done on the other side of the road because of that ditch. After some discussion, Council directed Administrator Gamble to consult with our Town Engineer to see if anything further could be done.

Mr. Johnny Farmer addressed the Council with several issues with Parks & Recreation regarding non-resident fees.

Attorney Travis Martin also commented on the fee structure and procedures in place for Parks & Recreation.

Old Business:

Fire Dept. Emergency Siren: Town Administrator Gamble informed the Council that the insurance company has denied the claim for the lightning strike of the siren. Mr. Gamble stated that we have appealed this finding; however, since the emergency siren is non-operational, the town needs to either replace or try to repair the old siren and remount it. Mr. Gamble states that this amount is approximately \$4,000.00 and asked for Council direction. After some discussion, Councilman Smith made the motion to approve up to \$4,000.00 to repair, rewire and remount the emergency siren. Councilwoman Armstrong seconded the motion. Motion carried. Copy incorporated into the minutes.

Town Administrator Report:

Town Administrator Gamble stated that the Public Works Director position has been advertised and will remain open until filled. The 2016 Water billing calendar will be mailed out to all residents with adjustments being made to the cutoff dates. The 2016 Waste Management calendar will be a magnet for the residents to place on their refrigerator. Town Administrator Gamble asked Police Administrative Assistant Perry Webster to explain the Cannon Grant. Mr. Webster explained that we are applying for an \$8,000.00 grant for the Fire Department to obtain the radios that they need. This grant requires no matching funds. Administrator Gamble thanked Mr. Webster and Chief Moore stating that Chief Moore has obtained a \$1,000.00 Walmart grant to use at his discretion. The Budget retreat is scheduled for January 30, 2016 at the St. Francis Prayer Center, 477 Grogan Road, Stoneville from 9 AM – 1PM. The next WRCC meeting will be January 28th and Mr. Gamble will be attending. After hours water leak protocol is as follows: 1. Police Department responds and videos and lets our Public Works Department know whether it is an emergency or can wait until the next work day. Water leaks are ranked by a) flow, b) location, c) wastewater and /or NCDENR reportable. Currently we have 6 active water leaks.

Executive Session: Mayor Craddock entertained a motion to enter into Executive Session. Councilman Farris made the motion to enter into Executive Session. Councilwoman Lori Armstrong seconded the motion. Motion carried.

Regular Session: Mayor Craddock entertained a motion to return to Regular Session. Councilman Armstrong made a motion to return to Regular Session. Councilman Farris seconded the motion. Motion carried.

Mayor Craddock stated that an economic development and a personnel matter was discussed with no action taken.

Adjourn: Mayor Craddock asked for a motion for adjournment. Councilwoman Armstrong made a motion to adjourn the meeting. Councilman Thornton seconded the motion. Motion carried.

Mayor Ricky Craddock

Town Clerk Sherri Darnell



TOWN OF STONEVILLE

101 Smith Street • PO Box 71 • Stoneville NC 27048
Phone: 336-573-9393 • 336-573-9695 • Fax: 336-573-2020

Town of Stoneville

Public Comments Guidelines (Speakers from the Floor Policy)

The Town of Stoneville has always allowed a time for “Speakers from the Floor” during Council meetings, and as many municipalities have done since the enactment of House Bill 635, we are setting the following guidelines as policy for “Speakers from the Floor”.

Speakers will be asked to adhere to these guidelines to insure a productive meeting.

These guidelines shall remain in effect until such time that they are altered, modified or rescinded by the Mayor and the Town Council.

Speakers wishing to address the Town Council shall sign the speakers list prior to the meeting and include name, address, and item to be discussed.

- The Council does hereby establish a time period of thirty (30) minutes for an open forum after New Business is completed during its regular monthly meeting to hear citizen’s comments. This time limit may be extended if Council deems it prudent to do so.
- Each speaker will be limited to 3 minutes per meeting.
- No one speaker may yield “their minutes” to another.
- If an organization is represented, one person shall be the spokesperson for said organization.
- Comments are to be directed to the Council as a whole. If you wish to address the Town Attorney, Town Administrator, or other staff member, permission must be acknowledged by the Mayor or other person in charge of the meeting.
- Citizens are expected to be civil in their language and presentation.
- Speakers from the floor may address agenda or non-agenda items, provided that the item is not already on the agenda for Public Hearing.
- Speakers must be recognized by the Mayor or Mayor pro tem, with only one person speaking at a time.
- The Council reserves the right to ask questions of the speaker for clarification.

- Any speaker who was not heard because of the time limitations will be placed first on the list for the next regularly scheduled monthly meeting.
- In lieu of speaking, a citizen may distribute literature or exhibits to Council for their review.
- After a citizen has made their presentation or comments, they shall be seated with no further debate, dialogue or comment.

Adopted this 2nd day of February, 2016.

Ricky Craddock, Mayor

Sherri Darnell, Town Clerk



Governor's Crime Commission
 1201 Front Street, Suite 200
 Raleigh, NC 27609
 Phone: (919) 733-4564 Fax: (919) 733-4625

(Official GCC Use Only)

Grant Application

Project Number: PROJ011714

Application Review

Before your application can be submitted to GCC, the following personnel must approve the application:

Project Role	Name	Review Status
Financial Officer	Joanna T Dalton	Reviewed
Authorizing Official	James T Craddock	Reviewed
Project Director	Perry L Webster	Reviewed

[View My Projects](#)

Project Review Comment History

Date	Comment By	Review Comment

Name of Project: 2016 - Town of Stoneville - Police Department Video and Security - Committee Assignment: CRIMINAL JUSTICE SYSTEMS IMPROVEMENT Cameras

Organization Contacts and Personnel Information

Application Organization Information

Organization Name: Town of Stoneville
 Billing Address: 101 Smith Street
 P.O. Box 71
 City: Stoneville
 State: North Carolina
 ZipCode: 27048-0071
 Phone: (336) 573-9681
 DUNS Number: 796918584
 CCR Registration: Yes
 Federal Tax ID: 566001346
 Fiscal Year End Date: 06/30

Implementing Agency Information

Implementing Agency Name: Stoneville Police Department
 Address: 101 Smith Street
 Address 2: P.O. Box 71
 City: Stoneville
 State: North Carolina
 ZIP Code: 27048-0071
 Phone: (336) 573-9661
 Fax: (336) 573-2020

For Law Enforcement Agencies

of Sworn Officers: 7

Authorizing Official: James T Craddock
 Administrator

If the applicant agency is a non-profit, the Authorizing Official must be the Board Chair, Sheriffs, Police Chiefs, and Executive Directors can not be Authorizing Officials.

Financial Officer: Joanna T Dalton
 Finance Director

If the applicant agency is a non-profit, the Financial Officer must be the Board Treasurer.

Project Director: Perry L Webster
 Project Director

General Information

Program Priority: 2016 Local Law Enforcement Block Grant

Project State Date: 7/1/2016

Project End Date: 6/30/2017

US Congressional Districts:
06

N.C. House Districts:
91

N.C. Senate Districts:
26

Population of Project Area:
1056

Project Counties:
Rockingham

Project Summary:

With these grant funds the Stoneville Police Department would purchase and install video and security cameras within and on the outside of the building.

Principal Place of Performance: The primary site where the work is performed

City: Stoneville
 ZIP Code: 27027-0071

Abstract and Narrative

Project Abstract (The Problem): Briefly describe project's purpose, identify target population, and discuss program components which address the identified problem. Include local statistics to substantiate the need.

The Stoneville police department consist of four (4) full time and three (3) part time officers. We have a clerk that works from 8:30 a.m. until 5:00 p.m. During this time the clerk answers calls for service and collects fees for the town and police department. Our office is open twenty four hours per day. However, during the evening, late night and early morning hours the office is not

occupied. This allows unidentified persons to enter and exit the building. This creates a safety issue for officers and civilian personnel. Patrol vehicles are parked outside our building containing in-car cameras, computers and other emergency equipment and have been vandalized by unknown persons. On several occasions officers have needed to video an interview of witnesses, victims and suspects of crimes. However, they were unable to do so due to the fact the department doesn't have any video equipment, scheduling issues with another agency and/or transportation problems with the people who need to be interviewed. To better serve our community and the people we serve, for the safety of our officers and civilian personnel and to improve the possibility of criminal violators being identified, arrested and convicted of crimes, surveillance and video equipment is needed. Without these grant funds the town would not be in the position to purchase and install this equipment.

Project Narrative (Operation): Include a description of how grant funded positions are integral to the project and how contractual travel, operating, and equipment expenses will support the project. Discuss how you will collaborate with other agencies. Focus on the project - do not give agency history, do not repeat abstract.

With these grant funds the Stoneville Police Department would purchase and install video and surveillance equipment. Surveillance cameras outside the building for the detection of vandals and/or other criminal violators. Surveillance cameras would also be placed on all entrances and exits of the building. A surveillance camera would also be installed at the clerk's window and work station due to the number of cash transactions taking place on a daily basis, and the number of hours which the clerk is the only employee in the building. An office in the building would be designated as a place to conduct and video interviews. This room would be available to other federal, state and local officers. The Chief of Police and the officers on duty would have the ability to monitor the property, at all times from their in-car computers and other mobile devices. This will reduce the possibility of crimes such as vandalism, assaults and robbery, from occurring on the property. However, if a crime did occur, it would increase the possibility of the suspect or suspects being identified, arrested and convicted. This system would also monitor and record anyone entering or exiting the evidence room. On occasions during the late night or early morning hours, victims of domestic violence come to the police department seeking refuge. The officer on duty on duty would be aware of their arrival and their situation, by having the ability to monitor the property at all times. This video and security system would create a better and safer environment for our employees and the people we strive to protect and serve.

Project Narrative Summary: Please provide additional information about your project application.

This project is an attempt to increase safety and reduce and hopefully eliminate criminal activity from occurring. This system will allow Rockingham County Central Communications dispatchers, to monitor the property and/or any crimes or incidents taking place, at all times. We feel that the people we serve consider or have an assumption they would be safe or could seek safety by coming to the police department in the time of trouble. This equipment would assist us in providing them that safety.

Project Timeline of Activities:

July 1, 2016 - September 30, 2016 Purchase and install equipment. October 1, 2016 - October 15, 2016 Test equipment and train officers on the proper use of the equipment. October 16, 2016 assign IP addresses October 16, 2016 begin operation October 16, 2016 - June 30, 2016 Document the number of incidents resolved by using the equipment. Document the number of interviews recorded. Document the number of interviews recorded by other local agencies.

Project Goals

Goal 1 Increase Safety	Goal 2 Decrease Crime
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Project Objectives

1. Project Objective:
In this uncertain age that we now live in, one of the objectives, is to provide a safer environment for the officers, civilian employees and the community we serve.

Performance Measure:
Document the number of incidents which occur and officers are dispatched or respond to an incident that has been observed by Central Communications or the officer on duty observed on the in-car computer.

Evaluation Method:
Document the number of incidents observed, reported, resolved and/or solved, by using this equipment in 2016 verses years past.

2. Project Objective:
Reduce the number of vandalisms that occur to patrol vehicles and other police property.

Performance Measure:
Document the number of incidents that occur, the number of arrest of violators identified by using this equipment.

Evaluation Method:
Document the number of incidents reported and solved in 2016 that would have not been solved had not the equipment been in place.

3. Project Objective:
Increase criminal convictions.

Performance Measure:
Use the video of interviews as supporting evidence.

Evaluation Method:
Document the incidents the video is used as supporting evidence.

4. Project Objective:
Protect the integrity of collected and stored evidence.

Performance Measure:
A security camera will be installed to monitor the entrance of the evidence room. This would record anyone entering or exiting the room.

Evaluation Method:
Document incidents when handling of the evidence is questioned and the video was used to resolve the incident.

Project Sustainability Planning

Describe your formal, working sustainability plan for the project and how it will result in permanent operational funding (not GCC funding) once this grant ends.
The Town of Stoneville will assume all cost to maintain, repair or replace any equipment at the end of the grant period.

Project Budget Summary

Category	Total	Year 1 Total	Year 2 Total
EQUIPMENT	\$7,476.00	\$7,476.00	\$0.00
Total Budget:	\$7,476.00	\$7,476.00	\$0.00
(-)Match Funds:	-\$0.00	-\$0.00	-\$0.00
TOTAL FEDERAL REQUEST:	\$7,476.00	\$7,476.00	\$0.00

CRIMINAL JUSTICE SYSTEMS IMPROVEMENT - Description of Match
Matching funds may include local, state or private funds, but not other federal funds. 0 % cash match required
Describe amount and source of cash match:

Budget Details

Short Description	Quantity	Unit Cost	Total
1200 Foot of Cable	1.00	\$950.00	\$950.00
Alibi 16 Port NVR	1.00	\$990.00	\$990.00
Indoor/Outdoor Cameras	14.00	\$275.00	\$3,850.00
Installation and Labor	1.00	\$1,300.00	\$1,300.00
Mounting Hardware	14.00	\$20.00	\$280.00
Western Digital Hard Drive	1.00	\$106.00	\$106.00

Project Certifications

A. Certification of Non-Supplanting

- The applicant hereby certifies that federal funds will not be used to supplant or replace State or local funds, but will instead be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for project activities

B. Certification of Filing an Equal Employment Opportunity Program

- The project director certifies that the Amended Equal Employment Guidelines (28 C.F.R. 42.301, et seq.) have been read and that no Equal Employment Opportunity Program is required to be filed by the implementing agency because:

- Recipient has less than 50 employees

C. Certification of Submission of Annual Audit:

- The project director certifies that a copy of the annual audit will be submitted to the Office of the State Auditor and the Governor's Crime Commission, as required by General Statute 143C-6-23. NOTE: If you receive, expend, or obligate over \$500,000 in State and Federal pass-through grants funds received directly from a State agency, then you must file a "yellow book" audit, done by a CPA, with your funding agencies and with the Office of State Budget and Management.

D. Certification of Submission of Current Annual Operating Budget:

- The project director certifies that a copy of the implementing agency's current annual operating budget will be submitted upon request.

E. Certification that Applicant is Eligible to Receive Federal Funds:

- The project director certifies that neither the grant applicant nor any of its officers, directors or consultants are presently debarred, proposed for debarment, suspended, declared ineligible or voluntarily excluded from receiving federal funds. [If the director cannot make this certification, an explanation must be attached. If this certification cannot be provided, the applicant will not necessarily be denied participation in this program. The certification or explanation will be considered in connection with the determination by the Governor's Crime Commission as to whether or not to approve the application. However, if neither the certification nor an explanation is provided, the application will be rejected.]

F. Certification Regarding Lobbying: (for agencies receiving \$100,000 or more)

- The project director certifies that (1) no federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any agreement (2) If any non-federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant, the project director shall complete and submit Standard Form #LLL, "Disclosure of Lobbying Activities," in accordance with its instructions

G. Drug Free Workplace Compliance: (for state agencies only)

- The project director certifies that (1) a drug-free workplace awareness program was held on and/or will be held annually on which all grant project employees are required to attend; (2) a copy of the agenda of that program, including an attendance sheet signed by all employees, will be provided to the Governor's Crime Commission; (3) a statement will be published notifying employees that any unlawful involvement with a controlled substance is prohibited in the grantees workplace and that specific actions will be taken against employees who violate this rule; (4) all employees will receive a copy of this notice; (5) all employees must agree to abide by the statement and to notify the applicant of any criminal drug statute conviction for a violation occurring in the workplace within 5 days of the conviction; (6) within 10 days of receiving such notice, the applicant will inform the Governor's Crime Commission of an employee's conviction; (7) any employee so convicted will be disciplined or required to complete a drug abuse treatment program; and (8) the applicant will make a good faith effort to maintain a drug-free workplace, in accordance with the requirements of Sections 5153 and 5154 of the Anti-Drug Abuse Act of 1988 and Sections 8103 and 8104 of Title 41 of the United States Code.

H. Certification of Compliance with General Statute 114-10.01: (for law enforcement agencies only)

- The project director certifies that the implementing agency is presently in compliance and will remain in compliance with the traffic stop reporting provisions of General Statute 114-10.01 for the duration of the funded project. An agency may be in compliance with the reporting provisions of General Statute 114-10.01 where traffic stops are reported to the Division of Criminal Information, North Carolina Department of Justice, or where the agency does not meet any of the statutory criteria requiring the reporting of stops. A listing of law enforcement agencies currently required to report traffic stop information may be found at <http://www.ncdoj.gov/AgenciesRequiredList.aspx>.

I. IRS Form 990 and IRS Form 990-EZ:

- The project director certifies that the most recently-filed IRS Form 990 ("Return of Organization Exempt From Income Tax") or IRS Form 990-EZ ("Short Form Return of Organization Exempt From Income Tax") for the implementing agency has been uploaded with this project application as one or more pdf (Portable Document Format) attachments.

The project director certifies that neither an IRS Form 990 nor an IRS Form 990-EZ has been uploaded with this project application for the following reason:

- The implementing agency is not a nonprofit organization.
- The implementing agency is a nonprofit organization that is exempt from the requirement to file an IRS Form 990 or an IRS Form 990-EZ.
- The implementing agency is a nonprofit organization that is not exempt from the requirement to file an IRS Form 990 or an IRS Form 990-EZ and that has not to-date filed an IRS Form 990 or an IRS Form 990-EZ.

Grant Enterprise Management System

Home	My Projects	My Profile	Event Registration
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Active Grant Application ?

Action	Project Name	Status	Project ID	Implementing Agency
Documents Review	2016 - Town of Stoneville - Police Department Video and Security Cameras	Under Review by GCC	PROJ011714	Stoneville Police Department

[Start a new GCC application](#)

Active Grant Projects ?

Project Name	Status	Project ID	Fiscal Year	Implementing Agency
2015 - Stoneville Police Department Body Camera Project	Open	PROJ011084	2015	Stoneville Police Department

Archived Grant Projects

Project Name	Status	Project ID	Fiscal Year	Implementing Agency
2014 - Stoneville Police Department - Taser Project	Closed	PROJ010127	2014	Stoneville Police Department
Camp Xpress Summer Enrichment Program	Closed	PROJ010413		Stoneville Police Department

Archived Grant Applications

[Governor's Web Site](#)



[NC Open Book](#)



[GRANTS.GOV](#)



NC Department of Public Safety

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*Town of Mayodan. 210 W. Main Street. Mayodan, NC. 27027. (336)427.0241. www.townofmayodan.com
James A. Collins Municipal Building*

Memorandum

Date: January 7, 2016

To: Ken Gamble, Stoneville Town Administrator

From: Michael Brandt, Mayodan Town Manager

RE: 2016 Water Rates

The Town of Mayodan has finished calculating the annual Water Production Analysis per our inter-local municipal agreement.

The water plant treated 249,564,000 gallons of water during fiscal year 2014-15. This is 1,373,000 gallons less than the previous year. The total cost to treat water was \$577,963.54, this is significantly higher than last year due to a number of factors. First, employee costs have increased due to the need to add additional staff to the water plant. During the 2015 FY there was a significant period of overlap as we prepared for the retirement of a 30-year veteran while training a new employee to take their place. In addition, the contract called for "all operating costs" to be accounted for in the establishing the cost of providing the service, including audit and legal fees, however, these two costs were not included in previous years. These costs (\$12,955) are factored into the new rate this year. Finally, the water plant lagoon was dredged this year at the cost of almost \$30,000.

The new rate for 2015 is **\$2.32** per thousand gallons, an increase of \$0.29 cents per gallon.

Mayodan will begin charging the new rates on the January 2016 bill. If you have any questions regarding the report or the new rates please do not hesitate to contact me.

Stoneville water Bulk Purchase

Town of Mayodan
 Water Treatment
 Water Production Costs - Stoneville- Updated based
 on Jan. 2015 corrections

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Water Treatment Plant Expenses	Actual	Actual	Actual	Actual	Actual	Actual
Salaries	114,757.45	118,617.47	118,551.79	121,484.03	136,975.33	162,511.75
FICA tax	8,622.74	9,010.62	8,809.54	9,095.43	9,948.24	12,777.51
Insurance - medical	16,557.00	19,244.00	19,267.00	18,690.00	22,154.20	25,958.10
Insurance - dental	1,056.00	810.09	630.00	558.50	990.00	1,564.00
Insurance - vision	354.00	302.19	300.50	322.00	200.00	236.50
Retirement	7,795.70	10,828.24	11,861.31	9,597.17	9,606.16	12,188.02
Supplemental retirement	7,749.13	8,278.39	8,278.39	7,119.68	6,615.86	8,393.94
Telephone and Loops	4,422.33	3,758.28	2,951.75	3,250.18	2,877.56	3,371.70
Utilities	42,300.38	41,542.18	44,599.67	49,671.53	50,551.68	52,508.81
Pump Station Utilities	8,248.49	7,314.53	7,199.14	7,231.81	9,039.94	9,736.34
Schools and travel	328.70	199.50	1,059.62	1,352.38	1,173.74	1,491.73
Instrumentation Services Contract	3,010.00	7,860.63	6,166.94	5,273.70	6,551.87	6,047.75
Building maintenance	777.71	5,850.01	2,088.13	4,325.29	2,872.81	3,100.53
Repairs - Water Plant	1,773.27	24,223.27	10,963.11	11,552.43	15,885.96	4,247.60
Equipment purchase/Pumps & Motors	325.08	-	-	2,593.75	-	-
Truck maintenance	119.79	671.94	274.58	1,372.94	2,247.37	1,358.05
Gas and oil	1,066.08	1,078.15	2,017.51	1,591.75	1,818.41	1,229.20
Chemical supplies	31,154.27	41,633.71	49,094.41	36,276.44	45,827.22	34,763.02
Computer supplies	-	-	-	-	-	-
Department supplies	852.39	2,064.46	1,011.88	1,633.35	390.93	1,420.07
State testing	5,212.58	13,127.55	3,994.69	4,880.80	2,403.10	1,004.79
Uniforms	3,183.65	3,249.41	3,467.08	3,291.41	5,142.13	5,262.72
Insurance and blanket bond	16,300.00	17,149.32	17,300.00	16,167.87	2,260.52	1,600.09
Worker's compensation	12,004.60	12,000.00	9,500.00	7,597.14	16,357.85	15,483.05
Legal fees	-	-	-	-	10,782.15	12,031.37
Audit fees	-	-	-	-	-	5,955.62
Miscellaneous	1,144.62	1,337.00	-	1,286.15	-	7,000.00
Chlorination parts	2,463.06	1,520.62	1,832.07	1,681.72	1,069.76	2,439.91
Permits and renewals	2,783.00	2,538.00	2,865.00	2,813.00	2,525.90	1,669.86
Clean lagoon	42,233.75	445.14	16.03	39,321.76	3,166.00	4,016.00
Scada System maintenance	-	-	-	-	-	29,342.66
OSHA compliance	-	-	-	-	-	-
Computer/Software	-	-	-	-	-	557.00
Clean Well Repair	-	-	-	-	-	-
Lab Instruments	-	-	27,555.00	-	-	-
Subtotal:	\$ 336,595.77	\$ 354,654.70	\$ 369,087.04	\$ 370,474.05	\$ 369,991.69	\$ 428,969.96
Other - 5.64% Distribution (Stoneville line only)	\$ 16,847.57	\$ 17,502.52	\$ 18,469.41	\$ 17,158.33	\$ 20,867.53	\$ 18,153.00
Subtotal:	\$ 353,443.34	\$ 372,157.22	\$ 387,556.45	\$ 387,632.38	\$ 390,859.22	\$ 447,122.95
Contingency - 20%	\$ 70,688.67	\$ 74,431.44	\$ 77,511.29	\$ 78,171.84	\$ 89,424.59	\$ 89,424.59
Total Variable Expenses:	\$ 424,132.01	\$ 446,588.66	\$ 465,067.74	\$ 465,158.85	\$ 469,031.07	\$ 536,547.54
Debt Reduction and Depreciation	\$ 41,416.00	\$ 41,416.00	\$ 41,416.00	\$ 41,416.00	\$ 41,416.00	\$ 41,416.00
Total Annual Expenses:	\$ 465,548.01	\$ 488,004.66	\$ 506,483.74	\$ 506,574.85	\$ 510,447.07	\$ 577,963.54
Total Water Treated (Gallons):	228,104,000	235,452,000	234,538,000	239,812,000	250,937,000	249,564,000
Treatment Cost per 1,000 Gallons:	\$ 2.04	\$ 2.07	\$ 2.16	\$ 2.11	\$ 2.03	\$ 2.32



*Town of Mayodan. 210 W. Main Street. Mayodan, NC. 27027. (336)427.0241. www.townofmayodan.com
James A. Collins Municipal Building*

Memorandum

Date: January 7, 2015

To: Ken Gamble, Stoneville Town Administrator

From: Michael Brandt, Mayodan Town Manager

RE: 2016 Sewer Rate

The Town of Mayodan has finished calculating the annual Sewer Cost Analysis per our inter-local municipal agreement. The sewer plant processed 319,314,000 gallons for the fiscal year 2013-14. The average gallons per day were 874,581. The plant treated 65,092,000 less gallons than in 2014-15. The cost to operate the plant was \$9,378 less than last fiscal year, mainly due to decreased utility costs and less expensive sludge removal. Attached is a spreadsheet summary of expenses that detail the cost analysis.

The variable cost for treatment for FY 2014-15 is \$411,025.55 or \$1.288 per thousand gallons, which is 19 cents higher than last year. As always, the fixed cost for debt retirement and depreciation per the agreement is \$154,967.50. The FY 2014-15 fixed cost per thousand gallons is \$0.485, which is eight cents higher than last year.

The combined treatment cost of the variable and fixed costs is \$1.77. This is a 27-cent increase over last year's rate.

Mayodan will begin charging the new rate on the January 2016 bill. If you have any questions regarding the report or the new rate please do not hesitate to contact me.

Memorandum

Town of Mayodan
Sewer Cost Analysis
January 2015

4.5 mil gal/day plant

	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
# of Gallons Per Day	Actual	Actual	Actual	Actual	Actual
# of Gallons Per Year	994,994	851,499	941,030	1,052,915	874,581
Treatment Costs:	363,173,000	310,797,000	343,476,000	384,314,000	319,222,000
Total Contract Costs	192,205.97	203,876.70	214,310.04	212,804.80	\$ 221,260.08
Non Contract Salaries	3,606.96	2,719.67	3,578.40	3,114.19	\$ 3,950.51
Sludge Analysis & Removal		28,165.00		29,880.00	\$ 21,640.00
FICA Tax	265.59	212.92	269.43	245.31	\$ 290.91
Insurance - Medical	839.81	603.68	1,033.21	1,096.97	\$ 1,075.27
Insurance - Dental & Vision	20.52	31.41	39.89	38.21	\$ 25.79
Liability Insurance		0.00			
Retirement	233.60	201.86	243.46	238.20	\$ 283.10
Supplemental Retirement	178.60	143.34	180.61	164.06	\$ 194.96
Utilities	65,158.02	86,023.53	69,068.41	96,720.51	\$ 85,524.65
Repairs/Building Maintenance	6,298.40	2,043.40	11,791.32	4,490.33	\$ 873.33
Pretreatment - Analysis	10,821.29	8,357.58	8,081.60	8,679.52	\$ 17,629.91
Computer Maintenance		0.00			
Computer Supplies		0.00			
Uniforms - Sewer Plant		0.00			
Insurance & Blanket Bond	20,000.00	21,000.00	20,603.51	19,582.23	\$ 17,743.84
Workman's Compensation	591.00	225.00	34.34	323.46	\$ 360.94
Supplies and Chemicals	1,788.34	1,891.42	3,093.55	4,797.38	\$ 2,806.31
Miscellaneous (Sewer Plant Only)	37.17	1,406.22		9.39	\$ -
Contingency - 10% of treatment cost	Subtotal 302,045.27	356,901.73	332,327.76	382,184.56	373,659.59
	30,204.53	35,690.17	33,232.78	38,218.46	37,365.96
Total Variable Costs	332,249.80	392,591.90	365,560.54	420,403.02	411,025.55
Variable Cost Per Thousand Gallons	0.91	1.26	1.064	1.094	1.288
Fixed Costs:					
Debt Retirement & Depreciation	154,967.50	154,967.50	154,967.50	154,967.50	154,967.50
(Based on 40 year agreement)					
Fixed Cost Per Thousand Gallons	\$0.43	\$0.50	\$0.451	\$0.403	\$0.485
Total Costs	487,217.30	547,559.40	520,528.04	575,370.52	565,993.05
Treatment Cost per Thousand Gallons	1.34	\$1.76	\$1.52	\$1.50	\$1.77

*Daily Volume = Mayodan: 1,200,000; Madison: 525,000; Stoneville: 240,000; Unifi (Island Drive): 125,000
 Agreement based on total for Water Sewer Departments. This calculation is based on the actual audited expenses for the Sewer Plant only.