

June 25, 2020 (RECESSED MEETING)

Minutes of the recessed meeting of the Mayor and Board of Commissioners of the Town of Elkin, June 25, 2020, 12:00 noon at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cicely McCulloch, Robert Ball, Jeff Eidson, Will Gwyn and Tommy Wheeler.

Also present: Town Manager Brent Cornelison, Interim Finance Director Lisa Salmon, Assistant Town Manager/Recreation and Parks Director Adam McComb, Fire Chief Kevin Wilson, Economic Development/Planning Director Leslie Schlender and Town Clerk Cathie Tilley. (Absent: Town Attorney Raymond Parker).

Mayor Bishop reconvened the recessed meeting and turned the meeting over to Ms. Salmon.

REGULAR MEETING

1. Approve Budget Amendment for the 2019-2020 Fiscal Year (Interim Finance Director Lisa Salmon)

- Presented and explained year end budget amendment.
 - o General Fund:
 - Appropriated Fund Balance – \$199,357
 - Total revenues - \$615,651
 - Total expenditures - \$815,008
 - o MSD Fund:
 - Adjustment of \$16,000 made to correct error in appropriated amount (cannot exceed prior year ending fund balance).
 - o Water Fund:
 - Appropriated Fund Balance - \$287,651
 - Reallocate \$117,000 to the Water Treatment Plant Generator Project
 - Difference current budget versus projection \$404,651
 - o Workforce Center Capital Project Fund
 - Increase appropriation to match actual amount of funds transferred into the fund - \$219,859
 - Decrease expenditure budget to match actual amount spent - \$758
 - Authorize balance of funds to be transferred back to General Fund to close the fund - \$220,617
- Following discussion, Commissioner Eidson made a motion to approve the Fiscal Year 2020 Year End Budget Amendment #2020-01 as presented. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved (copy of worksheet included as Exhibit A).

2. *Approve Budget Amendment for the 2020-2021 Fiscal Year (Interim Finance Director Lisa Salmon)*

- Explained this budget amendment was a different format than the Board was accustomed to seeing.
 - o This is what you will be seeing throughout the coming year.
 - o Will simplify the process and make tracking more straightforward.
- Presented and explained budget amendment.
 - o MSD Fund:
 - Adjustment of \$7,000 made to correct amount of Fund Balance appropriated to MSD to the amount projected to be available as of June 30, 2020 (cannot exceed prior year ending fund balance).
- Following discussion, Commissioner Eidson made a motion to approve Budget Amendment #2021-01 as presented. There were no questions. Upon a second by Commissioner Gwyn, the motion was unanimously approved (copy of budget amendment included as Exhibit B).

3. *Manager's Update (Brent Cornelison)*

- Reminded everyone of next meeting scheduled for July 13th at the Heritage Center Conference Room.
- Filing dates for upcoming election are July 6th at 8:15 a.m. through July 17th at noon.
 - o Terms expire this year for Mayor Bishop, Commissioner Wheeler and Commissioner Ball.
- Has copies of Surry EDP audit for Board members.

4. *Other Business:*

- Commissioner Eidson:
 - o Asked for a date to do Town Manager's evaluation.
 - Mayor Bishop told the Board to plan for this at either the September or October meeting since Commissioner McCulloch cannot be at the July 13th meeting.
- Mayor Bishop:
 - o Will have a proclamation for Juneteenth at our next meeting in July.
 - o Plans to do the same thing for our Hispanic community.
 - o Town Manager Cornelison informed Board members that there are plans in the works regarding community outreach.

There being no further business, Commissioner Wheeler made a motion to adjourn. Upon a second by Commissioner McCulloch, the motion was approved. The Board adjourned at 12:35 p.m.



Sam Bishop, Mayor

Attest:



Catherine C. Tilley, Town Clerk