

## MINUTES – JUNE 29, 2013

The Caswell County Board of Commissioners reconvened in special session at the Historic Courthouse in Yanceyville, North Carolina at 8:00 a.m. on Saturday, June 29, 2013. Members present: Cathy W. Lucas, Chair, Kenneth D. Travis, Vice-Chairman, William E. Carter, Larry G. Hamlett, Nathaniel Hall, Jeremiah Jefferies and N. Kent Williamson. Also present: Kevin B. Howard, County Manager and Gwen Vaughn, Finance Director. Paula P. Seamster, Clerk to the Board, recorded the minutes.

### BUDGET WORKSHOP

Chair Lucas stated “We will reconvene the budget work shop from June 26, 2013. I think Gwen and Kevin have been working on putting the budget ordinance together and there have been some changes and some revisions made since we were here on Wednesday so Gwen if you would give us an overview of what has happened since we were here on Wednesday.”

Ms. Vaughn went through all the changes that were recommended by the commissioners at the last budget work session. The money that would be appropriated from fund balanced changed from \$103,760 to \$84,882.

Chair Lucas stated “Take 3 or 4 minutes to look through the budget ordinance to see if you have any questions about it.”

Chair Lucas asked “I guess it is pretty standard the Section on page 12 where the following conditions are included in the budget:

- a. The Budget Officer may not transfer any amount between funds without the approval of the Board of Commissioners.
- b. Federal and State grant funds may only be transferred between departments as allowed by regulations.
- c. The Budget Officer may approve capital outlay items appropriated in the current budget.
- d. The budget shall be approved and maintained by function.
- e. The Budget Officer must present request for salary adjustments and/or merit raise with the exception of state reclassifications, to the Board of Commissioners for approval.
- f. The Budget Officer must present all budget amendments to the Board of Commissioners for approval.
- g. The Budget Officer must present all new outside consulting services or professional services to the Board of Commissioners for approval.

Nothing in that has changed from last year, is that right?” Ms. Vaughn responded “That is correct.”

Chair Lucas asked “Kevin, are you comfortable with the ad valorem taxes that are included in here the \$10,128,354 based on what we have experienced with this budget?” Mr. Howard responded “Yes ma’am.”

Chair Lucas asked "Does anybody have any questions on the budget ordinance? Well you have two options to take the \$84,882 from fund balance or defer the vehicle payment and the four months of salary for the courthouse security position to make up the difference and not have to go to fund balance to balance." Commissioner Carter responded "We vote don that the other night. That has already been resolved." Commissioner Williamson added "Right to take it out of fund balance." Chair Lucas continued "I just wanted to make sure the Board understood that there was another option. I was not sure that this was clear the other night. I just wanted to make sure that everybody understood that we did have another option." Commissioner Williamson responded "We can make a lot of options. We could have added options all along. We can sit here and make up options but it is just like what we voted on the other night there are some things that I think should still be in the budget but I am not going to go back and say this is an option I want put in. We need to either go with it, vote on it or not. That is my point."

Commissioner Carter moved, seconded by Commissioner Hall to adopt the Budget Ordinance for Fiscal Year 2013-2014 as presented by the County Manager and Finance Director. The motion carried by a vote of 4 to 3 with Commissioners Lucas, Travis and Williamson voting no.

ADJOURNMENT

At 8:30 a.m. Commissioner Travis moved, seconded by Commissioner Jefferies to adjourn the budget work session. The motion carried unanimously.

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Paula P. Seamster  
Clerk to the Board

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Cathy W. Lucas  
Chair

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