

MINUTES – JUNE 22, 2009

The Caswell County Board of Commissioners reconvened its meeting at the Historic Courthouse in Yanceyville, North Carolina at 5:00 p.m. on Monday, June 22, 2009. Members present: Jeremiah Jefferies, Chairman, George W. Ward, Jr., Vice-Chairman, Erik D. Battle, William E. Carter, Nathaniel Hall, Gordon G. Satterfield, and Kenneth D. Travis. Also present: Kevin B. Howard, County Manager and Gwen Y. Vaughn, Finance Officer. Wanda P. Smith, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

Chairman Jefferies opened the meeting with a Moment of Silent Prayer.

BUDGET WORK SESSION

The Board held a budget work session on the Proposed Budget for Fiscal Year 2009-2010.

Mr. Kevin Howard, County Manager, reported that according to the County's Reduction in Force Policy, employees must be given two weeks notice when their position is being terminated. Mr. Howard referred to the Human Resources position and Environmental Health clerical position and informed the Board that they need to go ahead and vote to cut those positions or they will run two weeks into the new fiscal year. Mr. Howard noted that one of the positions to be cut has already been transferred to another County position.

(At 5:10 p.m. Commissioner Battle entered the meeting).

The Board reviewed the following information:

**ESTIMATED FISCAL YEAR BALANCE
2008-2009**

This information is an estimate based on the fiscal year history.

Information is based on revenue and expenditure totals as of May 31, 2009. May, 2009 percentages are: revenues 82% and expenditures 81%. The revenue and expenditure amounts below are calculated based on the current eleven months history and estimated for twelve months.

Year-end estimate:

Revenue	\$20,938,384
Expenditure	\$20,549,918
Current Encumbrances	\$ 120,648
Est. year-end payables	\$ 80,000
Ending Balance	\$ 187,818

Variables:

Unpredictable sales tax distributions are for the final two months of the fiscal year.

Medicaid billing has been significantly low; however, the final invoice is not received until July.

Tax collections percentages are higher than the previous year; however, as a reminder, the budgeted amount is more than \$260,000 over last year.

Fiscal year-end tax refunds will be paid.

Carryover for funds that are not considered general fund sources of revenue, e.g. Sheriff/Town of Yanceyville Policing.

Designated fund balance, e.g. Public Health, Register of Deeds, Library

The Public Health appropriated fund balance will be a factor depending on how much can/will be used at year-end.

Mr. Howard presented and reviewed the following three different proposals for the Board which he and the Finance Officer had prepared: 1) adopting a budget with no tax increase; 2) adopting a budget with a one-cent tax increase; and 3) adopting a budget with a two cents tax increase.

After considerable discussion, Commissioner Satterfield moved, seconded by Commissioner Ward to direct the County Manager to proceed with the proposed budget that includes no tax increase, no furloughs for County employees, that employees contribute five percent of their health insurance cost, and that the County Manager and Finance Officer come before the Board with any budget amendments or transfers prior to any expenditure.

Commissioner Hall expressed strong opposition to taking \$268,836 from Fund Balance and stated that he felt it would be somewhat irresponsible.

Upon a vote of the motion, the motion carried by a vote of four to three with Commissioners Battle, Hall, and Travis voting no.

It was Board consensus to meet again on Tuesday, June 30, 2009, at 5:00 p.m.

THE ADJOURNMENT

At 5:40 Commissioner Ward moved, seconded by Commissioner Carter to adjourn the meeting. The motion carried unanimously.

Wanda P. Smith
Clerk to the Board

Jeremiah Jefferies
Chairman
