BUDGET WORKSHOP MEETING MINUTES
May 3, 2018 - 6:00 P.M.

A budget workshop was held on May 3rd, 2018 at 6:00 p.m. in the conference room of the Village Hall. Present at the meeting were Mayor Mark Baker, Mayor Pro Tem Myron Marion, Councilor Lee Ault, Councilor Boyce Shore, Councilor Lori Shore-Smith, and Administrator Dan Corder. Attendance was 6. No members of the press or public were in attendance.

Mayor Baker called the meeting to order and asked Administrator Corder to update the Council on the progress of the 2018-2019 Village budget.

Items that came forward during this discussion were as follows:

- The county tax assessor has completed the final estimate of property values in the Village of Tobaccoville. The estimates were reviewed and the taxable values should yield over $100,000 in ad valorem revenue for 2018 – 2019.
- A spreadsheet containing current salaries and budgeted line items for such was reviewed. The numbers are not final and may be changed by the Council at their discretion. The possibility of a 2% increase + 1% holiday bonus + reimbursement for health care cost is currently budgeted in the salary line item. Seasonal employee line item is budgeted at $7,500.
- Discussion was held regarding how merit was considered in the recommendations and what guidelines were utilized to support such recommendations. The NCLM salary study is factored in as well as how our employees compare to similar sized towns and Villages in the surrounding counties.
- It has been some time since the policy manual has been updated and there is need to update it. A past proposal to update the manual from NCLM would have cost $6,000. This did not include a pay classification study.
- Administrator Corder was directed to bring employee evaluations to the Council at the June Council meeting. A closed session will be held to review these evaluations.

A motion to adjourn was made by Councilor Boyce Shore and seconded by Councilor Lori Shore-Smith. The vote was unanimous and the meeting adjourned at 6:45 p.m.

Minutes Prepared By:

Administrator Dan Corder

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