

MINUTES

Town of Blowing Rock Board of Commissioners Special Meeting-June 30, 2010

The Town of Blowing Rock Board of Commissioners held a special work session on Wednesday, June 30, 2010 at 9:00 a.m. The meeting took place in the Town Council Chambers at 1036 Main Street Blowing Rock. Present were Mayor J.B. Lawrence, Commissioners Albert Yount, Phillip Pickett, Tommy Klutz, Doug Matheson and Jim Steele. Others in attendance were Town Manager Scott Hildebran, Finance Director Nicole Norman and Town Clerk Sharon Greene.

CALL TO ORDER

Mayor Lawrence called the meeting to order at 9:10 a.m.

DISCUSSION ITEM

Town Manager Hildebran presented Council with Budget Amendment Ordinance #2010-13 for their approval. He stated the amendment was to close out the FY 2009-2010 budget and would not increase the budget; but was to appropriate funds to different areas of the budget. He gave a brief synopsis of each fund that was affected by the proposed budget amendment. Mr. Hildebran advised the Town had requested approximately \$160,000 from FEMA for the storm debris clean up and this amendment would account for the final cost and reimbursement request. Commissioner Klutz questioned the amount of funds that were spent on labor costs. Mr. Hildebran advised that approximately \$7,500 was spent for part-time labor and \$121,950 for contract labor for the debris clean-up portion of the process.

Commissioner Klutz inquired about damage to a tree on South Main Street and asked that staff address this for safety purposes. Mr. Hildebran stated as long as it was not on private property the town could do the work that was needed. Otherwise, staff would contact the property owner.

A motion was made by Commissioner Pickett, seconded by Commissioner Matheson to approve FY 2009-2010 Budget Amendment Ordinance #2010-13 as presented. Unanimously approved.

Budget Amendment Ordinance #2010-13-Exhibit A

OTHER

In lieu of replacing a full-time employee leaving in July, Commissioner Yount asked if a final decision on the replacement should be postponed until January 2011. Mr. Hildebran stated this position was a critical position in the financial aspect of the office. He stated that he preferred not to cut this position if possible and a new employee if

hired would be on a 6-month probationary period. Mr. Hildebran then presented Council with a revised job description for this position. Mr. Pickett mentioned that he too had reservations pertaining to filling this position at the present time but had confidence in Mr. Hildebran and Town Staff regarding this decision. Finance Officer Nicole Norman also stated segregation of duties and workload also merited the fulfillment of the position. Council was unanimously in favor of the job description as presented.

Council also discussed the possibility of acquiring donations for picnic tables and grills for the Robbins Pool area.

ADJOURN

With no further business to discuss, the meeting was adjourned at 10:08 a.m.

MAYOR _____
J.B. Lawrence

ATTEST _____
Sharon Greene, Town Clerk

ATTACHMENT (06-30-10)
Budget Amendment Ord. #2010-13- Exhibit A
Account Clerk/Office Assistant Job Description-Exhibit B