

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SESSION
March 01, 2023**

The Mayor and Board of Commissioners of the Town of Pinebluff held a Work Session on Wednesday, March 01, 2023 at 5:30 p.m. at the Town Hall to discuss items on the agenda.

Present were Mayor Ronald McDonald, Commissioners Rachel Byrd, Guy McGraw, Jerry Williams and Robbie Conley. Commissioner Mike Thomas came in at 5:50 p.m. A Full Board was present.

Also, present were Town Administrator, Melissa Adams, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Public Works Manager, Andy Dick, Public Works Employee, Miguel Rodrigue, Finance Officer, Beth Cowan, and Town Clerk, Betty McDuffie.

Citizen present was Mark McDuffie.

Mayor Ronald McDonald called the Work Session to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor McDonald informed the Board that there were a number of items on the agenda to be discussed.

Commissioner Jerry Williams informed the Board that there was an adjustment to the agenda: Fire: Add #6 – Quote to repair or replace the 7.5 ton heat pump condenser.

Commissioner Rachel Byrd made a motion to accept the adjustment to the agenda. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that having a good amount of fund balance available is good for short term borrowing, emergencies, and unforeseen events. Also, we can get lower interest rates on loans and void LGC warnings. The Finance Officer and I have spoken to Capital Management Fund about moving money from First Bank to get a better interest rate. There would be at least a 4% increase. Also, I have talked to other municipalities about putting the money for our CIP into a restricted account, they recommend that it is not a good idea because if you did have an emergency, you could not get the money out except for whatever CIP project we had set aside. Most other municipalities are designating money by ordinance or resolutions every year for their CIP projects. She informed the Board that her recommendation was to have a Fund Balance Policy for 25% to 30% above the budget.

Commissioner Guy McGraw asked if the Departments saved money from their previous budget can that money go into their CIP project

Town Administrator Adams informed Commissioner McGraw that she would check into that.

After discussion, Commissioner Williams made a motion to have the Fund Balance Policy 25% to 30% above the budget. Commissioner McGraw seconded. All ayes. Motion carried.

Finance Officer, Beth Cowan informed the Board that she recommended raising the spending limits for Department Heads and individual Commissioners. She recommended \$500.00 for Department Heads and a \$1,000.00 for Department Heads and their Commissioner.

Commissioner McGraw suggested doing like we did for the Fire Department and have Town Administrator Adams to have a say before it has to come before the Board.

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After discussion, Commissioner Williams made a motion to set it to \$500.00 per Department Head, a \$1,000.00 for Department Head and their Commissioner, \$2,000.00 for Department Head, their Commissioner, and the Town Administrator. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Finance Officer, Beth Cowan informed the Board that she had spoken to the auditor and he recommended creating a new department for the garage and establish a commissioner to oversee.

After discussion, Commissioner Williams made a motion to establish a new department and it will be named Garage and the Street Commissioner will be in charged. Commissioner Conley seconded. All ayes. Motion carried.

The Department Heads gave the Board a list of budget items and items for their CIP projects.

Commissioner McGraw made a motion to allow the Street Department to spend up to \$70,000.00 for a new truck. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner Byrd made a motion for the Street Department to go ahead and order a new Trackhoe for next year's budget for approximately \$84,044.20. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Williams made a motion to schedule the next budget meeting work session for Wednesday, April 05, 2023 at 5:30 p.m. Commissioner Byrd seconded. All ayes. Motion carried.

After discussion of replacing the condenser coil or purchasing a new system, Commissioner McGraw made a motion to have Commissioner Mike Thomas to take a look at the system and if he can not fix it, we will replace the condenser coil and have 4 Seasons Heating & Air to replace it for \$4,541.00 with a one (1) year warranty. Commissioner Williams seconded. All ayes. Motion carried.

With no further discussion, Commissioner Williams made a motion to adjourn. Commissioner Conley seconded. All ayes. Motion carried.

The Work Session adjourned at 7:45 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk