

Finance Committee of the Town of Milton
Milton Library
121 Union Street
Thursday, August 4, 2010
2:00 p.m.

[Minutes are NOT Verbatim]
Recording Secretary: Helene Rodgvile

Norman Lester is the Chairman of the Finance Committee of the Town of Milton and called the meeting to order at 2:00 p.m.

C Lester: I've come across a couple of items, so far that might make a change in the budget. Stephanie gave me the numbers for the employee health insurance and assuming a 12% increase this year, the amounts in the budget come to \$201,000; and I project the actual cost to the Town at their 70% rate is \$163,932. So that is some reduction. What I plan to do sometime, hopefully this week, is go through this line by line, because I found a number of computational errors; and this being a major computational error. The only other immediate difference I can find is on the interest income, the interest revenue is some \$63,000. If you look at Administrative Revenues it says Interest Income is \$63,000; right after Administrative Expenses; if you look at the Income it says \$63,000; we have some money in money market accounts, which are really not producing much in the way of income and we have 2 CD's at about \$1.1 million at 4%; so that doesn't compute anywhere near the \$63,000; so unfortunately whatever savings they might be in projection of the health insurance cost, are going to be offset by the reduction of interest income. My major concern in going through the budget items, is trying to find all the differences that may be there that are pure calculation errors. So those are the two major ones that I found. So I did talk to Jim Crellin and I think he may have spoken to a couple of you guys about the Police Department. Oh, he told me he talked to you.

C Prettyman: Jim who?

C Lester: Jim Crellin. He lives in Cannery Village. Jim wanted to take a look at the Police Department budget and essentially what he did here, he was taking the number of police officers, as a percentage of employees and a percentage of residents in the various towns he looked at. Most of this he got from the Justice Department/FBI reports. He looked at Philadelphia, Georgetown, Milton and generally, the State of Delaware and he's looking at the percentage of officers, compared to each 1,000 residents and in his estimation we have a higher percentage of police officers to residents than some local towns. He wanted me to bring this up and make sure that everybody is aware of this. He actually only made one comment and I wanted to pass this down and see how he came up with his numbers. Unfortunately, Chief Phillips tells me that this year the State Police have cut back in their patrols, plus I believe they've also cut back on their school patrols, so the town Police Department is going to cover a greater territory than they ever have in the past.

C Prettyman: Is that going to be a cost to the town to cover that? I know in the Lewes area the District pays for the police coverage.

C Lester: If I could just correct that Noble, what he said to me is that they would just have to cover those times, when normally you would just call the State Police, so I'm not sure it's going to cost the Town per se anymore; it may take somebody off the street if something were to occur. Does Mr. Dickerson know more about that, then I do?

George Dickerson: I cannot answer any of your questions; I am not here as your Town Manager. I am here as a member of the public.

Louis Sgro: Being an ex-police officer, I could tell you how important it is, not to cut police. Philadelphia cut police and their crime rate goes. That's a big issue. They don't operate the same way down here as in Philadelphia. I asked a question about what happens if you get a firearm at 12:00 at night and the firearm is not tested; and that gun was actually connected to a murder; the guy's out on bail and now you have to go hunt him down. There's a problem with less police officers; less police officers mean more crime. I know Philadelphia is cutting back on the fire department, because they can't cut back anymore on the Police Department and people are up in arms. So you have to look are you going to save dollars for safety; and I never believed it was a good idea. The first person that gets hurt, they're going to put it on the Town Council, because you cut the Police Department down.

Dennis Hughes: Aren't all three schools in the Town of Milton anyway; so we provide that protection anyway.

C Lester: Yes they are.

Dennis Hughes: So we don't.

C Lester: I understood the State Police provided some coverage there.

C Prettyman: The State Police don't provide any coverage.

Louis Sgro: My understanding is the schools are covered by a grant; I would have to look at how much grant money there is and how much grant money would it lost if you have less police officers.

C Prettyman: Something is wrong where that information is coming from, because there is no grant that I know of and has been, because in the Lewes area the school pays for their officers to be there for that coverage every time. We tried it here a few years ago and there was Dr. Vandenberg would not pay the Police Chief for covering the Mariner Middle School which the traffic was very high there and the school was new and it was not done. So the police officers stopped that coverage.

C Lester: We'll have to clarify that.

C Prettyman: Yes, somebody has to come up with that, because I know that the school won't be doing it.

C Lester: Well Mr. Crellin is here. Jim we were just discussing your allocation of police officers. I may not have given succinct enough explanation.

Jim Crellin: I go in through the budget and saw the huge deficit in the Police Department, which I guess is explainable, because they don't have any revenue. I sort of calculated the number of officers per 1,000 number of population in the Town of Milton and I got some other information from the Internet; and based on an October, 2004 Justice Department set of statistics, national average of officers per 1,000 of population is 3.3; in the Mid-Atlantic region it's 2.7; in Philadelphia it's 4.4 and they have, according to the information I got off of the Web, it's 6,600 officers with 1.5 million population. There were no dates associated with those numbers; I'm just assuming it's within the last five years anyway. Based on the ten officers we have in the Town of Milton and a population

of 1,863; and that's supposedly a 2009 number; with 10 officers, we have 5.6 officers per 1,000 population.

Stephanie Coulbourne: Mr. Crellin I can tell you based on the State of Delaware's calculation the Town of Milton's population is 2,301.

Jim Crellin: Then that has to be less then; I don't have a calculator, so I can't figure it out. Without a calculator, I can't give you the other numbers; so it's almost meaningless to talk about it; because I don't have the numbers for Milton then.

Louis Sgro: Just one of the problems with cutting police officers; in Philadelphia if we have 150 police officers hurt, it doesn't really mean anything. I think in Milton if you're going to have 1 or 2 police officers that's going to be a lot; it only takes one auto accident; so when you compare big cities to little cities; if we have hundreds of officers out each time.

Jim Crellin: We always have the State Police to rely on, too, for emergencies.

C Prettyman: Yes, but you're talking about having State Police in an emergency; they will not show up until they are finished with whatever they're working on; and there can be quite a few things going on while we're waiting for them.

Jim Crellin: All I did was use this as an illustration of we have a 20% deficit in the budget; how are you going to make up 20% without dealing with people and the first place I happen to look was the Police Department. I am sure I can look other places and find similar situations; we might not want to get rid of the people and it might not be ideal; but damn it that's where we are. We don't have the money.

C Prettyman: I do understand what you're saying, but I still think of the safety of our community and when there is a lack of activities for our youth and jobs; crime increases.

Jim Crellin: Then the only suggestion I have then, is where would you suggest we look? The biggest expense we have is people; where can we work with fewer people?

C Lester: Well we have to look at the other employees.

Jim Crellin: Sure we have to look at all the other departments; I just use that as an illustration.

C Lester: We have to review that very carefully.

Louis Sgro: The Fire Department, are they full time employees?

Jim Crellin: I have no idea. I don't think they're employees.

Louis Sgro: And the Fire Department is volunteers.

C Prettyman: It's all volunteer.

Dennis Hughes: The Fire Department gets \$5,000 a year, if the Town of Milton decides.

Jim Crellin: As a contribution.

Dennis Hughes: You could cut that out.

C Lester: So the only places we have to cut, actually, because we could save a few bucks in a few places, maybe buy a few pencils and maybe use the pencil down to the nub; use two sheets of paper when you copy; which I think the Town does, anyway; it sort of recycles it's used paper is payroll and benefits. And I'm not sure that's going to bode well.

Jim Crellin: And this is making sacrifices, no question about it. But if you don't have the money to pay for it, you can't afford the services.

C Lester: We're about just a tad under half a million dollars in the hole and if you look at the cash that we have, that's about 2 years life for Milton.

Jim Crellin: We can't keep dipping into the reserves, because...

C Lester: The reserves would be almost gone, because we dipped and they've disappeared. If I look at, and I'm just using Sombar's audit report, just as a guideline, real estate taxes are pretty stagnant; maybe they've gone up, especially this year for the reassessment; but in 2006; although we weren't supposed to use the transfer taxes for what they were used for; the transfer taxes collected in that fiscal year were \$1,098,000 and in 2007 it went down to \$810,000; in 2008 it went to almost \$591,000; in 2009 it was \$218,000; and I think in this year it's going to be about \$115,000. That number for this year is a decrease from the arbitrarily estimated transfer taxes that we used to balance the budget last year. So if you look at that and we look at our expenses; which are pretty stable; give or take a buck or two here, not only do we have to think about this year's budget, we've got to think about next year. And unfortunately, that's not what has been done in the past, it's always spend the money that's in the piggy bank and hope the next year produces some miraculous recovery; but it hasn't happened; and I don't think it's going to happen. Okay, so we're open. Do you guys want to go through the budget line item by line item? I'm not sure what we can actually go from; I was just hoping someone would come up with some relatively concrete ideas.

Jim Crellin. I think the only concrete idea I have is to have to look really at the personnel situation in all of the departments and take a real hard look. It's going to be hard, I know; it's a hard decision to make; but if you don't have the money, you can't do what you would like to do.

Louis Sgro: Aren't they getting read to hire somebody else?

Jim Crellin: Yes. Admittedly it's paid for, the other police person.

Louis Sgro: No, no, no, I mean the Code Enforcement Officer.

Jim Crellin: Yes, the Code Enforcement Officer, yes.

C Lester: That's what I've been told and if I look through the budget, I'm not sure where that comes from. I don't see where that... Stephanie, do you know something I don't know? I looked through the budget report and I'm not sure where the Code Enforcer is covered?

Jim Crellin: It's in one line item on the budget 8104.

C Lester: Yes, that's his cost, but I don't see where there's any money brought in by that person. Permits are permits; there are only so many permits; there's only so many people coming into town to build; we've been pretty successful in the past of scaring people away from town, not to come here and do business, so that part of it has gone away. I'm not sure how that person is actually paid for.

Jim Crellin: I don't know either.

Stephanie Coulbourne: If you're looking for the expenses of the Code Officer, it is already listed under Code Expenses for another person; that includes the health insurance, the taxes and all of that. If you're talking about the revenue, the discussion I had with Seth Thompson, the Town's attorney was that for legal purposes, the Town needs to have a Code Enforcement Officer, to enforce the Codes of the Town; if you were to be sued at a later time, they could say you weren't enforcing it for two years, why are you doing it now; why are you singling me out; that kind of thing. So you basically have to go by what the Council has approved as their Codes. Now when Mr. Dennis was here, prior to him going to the City of Milford, when he started, he found businesses that were not operating under businesses licenses, building permits that were not issued, his salary was basically covered off of the revenue that he increased for the Town, when he was here.

Dennis Hughes: Stephanie, it doesn't say that with the pool of employees that you have, that you can reassign work so that somebody else already has to be definitely a Code Enforcer; because I know...

Stephanie Coulbourne: Are you referencing filling the position?

Dennis Hughes: Yes.

Stephanie Coulbourne: Okay, I talked to Seth about that as well, and it talks about promotions within the Department; it does not say lateral.

Dennis Hughes: I know in a lot of private business and state government, a lot of times they say as of right now we're in a budget situation, we're not going to increase your salary, but you're going to get extended duties, which might include this, this, this.

Stephanie Coulbourne: Without releasing too much personnel information, we've already looked at options within other areas; within the Town Employees that we currently have.

Dennis Hughes: Well again, too, that's the employees; that would be something that Council might have to do.

Stephanie Coulbourne: Right that's up to Council.

Dennis Hughes: Yes.

C Lester: I had asked that all the assumptions on all the line items for the budget; which is something that I never received; but I'm not sure and I certainly don't want to sound out of control; but I'm not sure if in making these Code Revenues it was based on an amount of income brought in by both Robin, as the Project Coordinator and somebody else as the Code Enforcer. Two main items of revenue for the Code, is business and rental licenses and building permits. Those two; the others are just minimal, I assume they're just pass thrus, collecting of legal fees or consulting fees the Town has had to pay out. So that's something I think the full Council has to discuss at the Workshop. So the salary situation, the staff situation, is going to be a problem, because in here right now there's no increase for payroll right now; there's no C.O.L.A. or salary increase projected. I know that's tough, because that's what happened for a couple of years, I believe, and it's hard to ask people with the Cost of Living increasing and having not being able to pick up a little bit of extra income, but we simply don't have the money; it just simply isn't there. So all I need is somebody to tell me where we're going to find \$400,000; the only recourse we have, is to raise real estate taxes; that's the only source of revenue we have. I'm sure that's going to go over like a bombshell; but that's the only revenue source we have.

Jim Crellin: I personally can't see justifying increasing revenue and not doing anything with costs.

C Lester: Well I agree with you.

Jim Crellin: These are hard times and we've got to sacrifice something as a Town for services. As far as I see, that's the only way we can get...

C Lester: Mr. Dickerson is here, whether he's here in a business capacity or are you taking vacation time today to be here? You prepared this budget and you've prepared all the budgets in the past years. Do you want to give us some input of your thought; you must have had some thought process.

George Dickerson: Not really; I'm here as a member of the public. Period. I have no comment.

C Lester: As a resident you have no comment or just the public in general?

Stephanie Coulbourne: Mr. Lester you have a fee chart that the Town approves every year with the budget. I didn't know the Committee wanted to look at it today; but we could print that off and have them go over the fees and see if there are any other fees that you need to look at, to change. We've got water fees...

C Lester: You mean to increase?

Stephanie Coulbourne: Yes, you've got water fees, you've got usage fees, availability fees, permit fees were actually reduced the percentage that was charged to a builder, the Council reduced those; I mean you could look at several different areas, not just taxes.

C Lester: I would like to see that, because I don't think I've seen it.

Stephanie Coulbourne: You've never seen our fee chart?

C Lester: No. I saw an old one. If everybody could get a copy of that.

Stephanie Coulbourne: Sure.

C Lester: And then one of the items that was mentioned the other night was the annexation fees and water tap fees and there was just recently, it was actually this morning, I got an email from SCAT; they've done a survey and I thought more towns might have responded to this survey, but they didn't; just showing what the fees collected were and some were lower than ours. So that's something; I know there was some discussion whether we should drop our fees from \$8,000 to something less; but I'll print that out.

Stephanie Coulbourne: The reduction in the building permit for developers, because it was a hardship on the developers, as well as reducing business licenses for very large businesses because of the square footage of the business; that caused a reduction in revenue, as well.

Jim Crellin: Half a million dollars?

Stephanie Coulbourne: Probably not that much, no.

C Lester: How many large businesses are there?

Stephanie Coulbourne: Well, I'm thinking Food Lion would have had maybe a \$3,000 tax bill and now they are well less than \$1,000 because they reduced the fee based on the square footage. So all of that, I'm not just picking those few instances, but all of that adds up anytime you reduce things like that.

C Lester: We need to take a look at that; I don't think that is in here.

Dennis Hughes: Stephanie, the impact fees that you're talking about, that's things you could raise; do we have an idea how many we're projecting for this year?

Stephanie Coulbourne: As far as the building department, Robin provided those figures to me, so I can ask him how many units...

Dennis Hughes: Does that include those in the Code Enforcers? Also, too, and I don't understand; I wish I had come to the Council meeting the other night, but I couldn't; Tidewater, do we still generate any revenues from Tidewater to do anything with the sewer or have we been given all we're due?

Stephanie Coulbourne: The impact fees are split between Tidewater and the Town.

Dennis Hughes: For how long?

Stephanie Coulbourne: Fifteen hundred for the Town and \$4,400 for Tidewater.

Dennis Hughes: For how long; forever?

Stephanie Coulbourne: Until Tidewater pays back the balance that they have on the contract.

C Lester: But that's going to take a long time because they have to build up a lot of homes.

Dennis Hughes: It's forever, okay.

C Lester: In order to see that money in the near future, the real estate industry has to really turn around. We're not going to see much; and on the other hand we owe them at least \$100,000 I believe right now. It's not what they owe us; it's what we owe them.

Dennis Hughes: Also, there was a contract signed for what so many years for the rates, for the taxpayer.

Stephanie Coulbourne: For five years and this is the third year into it.

Dennis Hughes: We're in the third year.

Stephanie Coulbourne: And they would have to go to the Public Service Commission if they're going to raise the rates.

Dennis Hughes: So after five years, that agreement is over with.

Stephanie Coulbourne: Correct.

Dennis Hughes: Okay, so they could do anything they want with the rates?

Stephanie Coulbourne: No, that's not correct.

C Prettyman: They would have to go to the Public Service Commission.

Dennis Hughes: I know they would have to go to the Public Service Commission, but they could actually go to the Public Service Commission and say these lines here are in bad shape this; and we have to have them fixed. That's what I'm saying.

C Prettyman: No they can't.

Dennis Hughes: Yes they can. Why can they not go to the Public Service Commission?

Virginia Weeks: At the Council Meeting the other night, I believe it was said in the contract it calls that there shall not be an increase over X percentage.

Dennis Hughes: That's an increase. Yes they can over a period of time.

C Lester: That doesn't affect our budget; we don't collect that money.

Dennis Hughes: No but we're talking about maybe raising taxes over the next...

C Lester: Well I don't see how that's not going to happen. I don't see a way out of increasing real estate taxes at some point, whether it be by a 1/3 or 1/2; if we're going to spend on this level and the people in Milton would like to have the services they have; and if it requires everybody that's currently employed, then they'll have to pay for it. We have no choice. I know people are upset on the last round of the reassessment, and fortunately some of us don't feel it so badly because we were paying such huge real estate taxes before we came to this area, it seems like a drop in the bucket; but I know it's going to hurt some people and we have to tread very carefully; so I for one would like us to go through the entire employee list and I would actually like to know what everybody does. So we can take a look at what's going on in town; look at the benefit range. I have been in contact with the company in DC that is going to review to our employee insurance benefit programs and see if they can find some way to help the employees and at the same time possibly save us some money. I think there may be some ways to do that. It certainly is worth looking at. There are some programs that are out there that might help employees like the dependent care program for those employees that have children. People are spending a fair amount of money now on childcare, so dependent care, which allows you to take \$5,000 of your salary, essentially untaxed and use that to pay for childcare. That's some help. There are things that we can do; if we can't do everything for staff, we can do some things to help them. We need to look at everything

and I have begun that process; trying to find out what's out there; what we can do. There are various programs; there's Health Savings Account, which is helpful; but I think, to some degree, Obama Care has speared that one there, taken away some of the benefits of that program. Actually, I don't know what affects the Town; they're offering tax credits, but that doesn't help the Town, because the Town doesn't pay taxes. We are less than 50 employees, which may be some saving grace when the new tax bill comes into effect; but I think everybody is going to get some punishment out of this tax bill when it fully comes into being. We need to look at staff and budgets. I think the other night when we went through the budget at the Workshop; I think the expenses were tightened probably as much as they can be. I don't if anybody has any thoughts about anything else that could be tightened up. The key to tightening up the budget during the coming year is going to be to have accurate, good, Financial Statements, the budget statements every month, so we can watch the expenses on a monthly basis. The software company can correct our statements going forward, so they produce accurate statements from August on; which means cumulative history for this current year. It is somewhat distorted. I had tried to contact the State Auditors Office today, to see how they were coming along with the proposal request, because I'm assuming a review of the systems would probably be about \$10,000 and an audit would be at least \$15,000; that's where I came up with \$25,000 for the budget. The only concern I have, is I haven't seen the inside of accounting from my personal perspective is that we may not get what is called a "clean audit" this year; unless the firm we're going to ask to look over the details of the system; if we can get that cleaned up; somebody may actually be able to audit it; but if not, I'm sure we can get what's called an "adverse opinion" or "no opinion whatsoever". It may be able to give an opinion on a balance sheet, but that concerns me going forward. People will lack some confidence. If nobody has a bright idea.

Jim Crellin: The only thing I can see is to look at the staffing.

C Lester: Noble, you've been around here longer than the rest of us.

C Prettyman: Well what I really see is we need to look at every department, cross-train people; and by cross-training some of them, you may be able to eliminate some here and there and that would help; because that's where it's going to be. That's all I can see right now. I just got this a few minutes ago, so I have to go through all of it, again. Every time I turn around we're getting more of the budget; and then I have to look through here. There's a lot of stuff that has to be looked at a little closer and I just don't feel comfortable doing it right now, since I just got it about a half an hour ago.

C Lester: Well this is only the update from the meeting the other night.

C Prettyman: Then Stephanie mentioned that she has accounting and the fee schedule and I think we really need to sit and see everything and stop jumping and kind of sit down together and look at it and work to see what we can do best for the community; because we are a community with a lot of fixed incomes and we definitely don't want to go up.

C Lester: Stephanie, in the past, when the fee schedule was set say for Food Lion or the Brewery, what were their comments. There must have been some reason that the amounts were reduced. Did they come up with comments?

Stephanie Coulbourne: I'm not sure I understand; for building permits?

C Lester: No for professional licenses; for business licenses.

Stephanie Coulbourne: The change was made on properties that have a large square footage; they were reduced. I don't know the specific comments at this time, without reviewing the minutes.

C Lester: So if I looked up the minutes, I should be able to find that? It should be about two years ago; or a year ago?

Stephanie Coulbourne: I think we're in our second year of the change. When you check the minutes, just from memory, it was probably spring time when the change was made. What Mr. Lester is referring to is business license fees.

C Lester: I know when they were increased, probably three years ago, how I complained; my fee went from \$50 to \$250.

Stephanie Coulbourne: It was after that, there was a reduction.

C Lester: I know from my standpoint, I don't know how many professional licenses there are in town, but that \$250 was three the amount I paid to the District of Columbia, the State of Maryland and the State of Delaware, combined for business licenses and that's what annoyed me. The second thing that annoyed me, that I think is a concern for this Town, is that, as I look at it, there is no business environment here. The economic environment does not exist; so if you are going to try to bring in professionals, you can't charge them a fee when you're not providing them the ability to do business. The District of Columbia, for all its faults, does provide an economic engine and so does the State of Maryland. Delaware, to some extent provides an economic engine, but that's generally in a particular area, if you're in the business of incorporating or something related to that. So that was my complaint about that fee and we'd have to look at each of the fees and go forward very carefully, but we need to do that. We probably ought to talk about that at the Budget Workshop, so can you get copies of the fee schedule.

Stephanie Coulbourne: I'll provide copies at the Budget Workshop on Monday.

C Lester: I'm almost positive I don't have a copy. Do you have a way to shoot me an email?

Stephanie Coulbourne: It was part of the budget last year, as well too. Do you have that?

C Lester: On the 2008-2009 budget?

Stephanie Coulbourne: Yes. If you don't I can get it. Mr. Lester would you like me to forward it to you and could you email it to your Committee?

C Lester: I will do that; I will send it to everybody. I have no problem with that.

Stephanie Coulbourne: C Prettyman do you have a copy of the fee schedule from last year or do you want me to put one in your mailbox?

C Prettyman: I have it.

Stephanie Coulbourne: Okay. I can give you a new copy, that's fine.

C Lester: I was kind of hoping someone would come up with a bright idea. This budget is largely payroll and payroll benefits, but I'm not sure how much we can save. Does anybody have any thoughts, ideas, or concepts; when we have the next budget workshop, the Finance Committee can bring them up at that time. If anybody comes up with any last minute ideas, I certainly would appreciate it.

Jim Crellin: Is it possible to have numbers of employees in each department; and the job descriptions of those people?

Stephanie Coulbourne: Your current budget that's in front of you, tells you the list of employees within each department; but we can give them job descriptions. If you look under salaries...

Dennis Hughes: It doesn't break them down.

Jim Crellin: It just lists the titles.

Dennis Hughes: There used to be a sheet that each department had and it listed all their employees with their salaries and benefits; the whole thing; like a spreadsheet. Do they still do something like that? It used to be in the budget.

Stephanie Coulbourne: No but I'm just looking at Admin, just because it's the first sheet. It tells you specifically which titles and there's only one person for each one. Which breakdown do you want? You're talking about their pay?

Dennis Hughes: Okay you have say six employees; \$256,000; what's the breakdown of the employees, individually.

C Prettyman: And they used to do that.

Dennis Hughes: They used to do it; listed the benefits, spreadsheet all the way across.

C Prettyman: They did that.

Stephanie Coulbourne: Mr. Crellin you're asking for copies of everybody's job description too? Okay.

C Lester: I'm pretty sure if we get a list and the Mayor is pretty good at working with spreadsheets, if we get a list of each employee and their cost for Social Security benefits, unemployment costs, pension costs, health insurance costs, that would give us a total cost per employee. I think, Stephanie, if we get that, the Mayor can make up a spreadsheet pretty easily. He's pretty good with spreadsheets. I always have to farm it out to somebody else. Okay, I guess, unless anybody else has anything else to say, or anybody in the audience has a comment, we can adjourn.

Lynn Ekelund, 406 Union Street: On that list that you just asked Stephanie to prepare, when you are talking about employees, are you talking about strictly Town staff; or are you talking about police, as well?

C Lester: Everybody.

Lynn Ekelund: Okay, I just wasn't sure there; and when we're talking about thing that we're considering, other than looking at health benefits and numbers of employees; have we thought to revisit the take home cars for police issue, that we talked about?

C Lester: No we haven't talked about it today, but it has come up and we have to talk about it at this next meeting; the next budget meeting we'll discuss it. Hopefully, the Police Chief will be there to defend his point of view.

Lynn Ekelund: Well I've been at all the meetings and that's never been brought up, so I just have a question on that. To go back to what I think someone said and I don't know who it was when we were talking about the State Police patrols are going to be decreased and nothing for school; have we looked at, again, the perimeter that we are obligated to patrol outside of the municipal limits vs. what we are patrolling. I believe we are obligated to patrol a mile out for the money that the County is giving us; I think it is \$25,000 a year. I looked at that; 45% that the police; and I understand, safety, safety; I also was wondering if we had looked at the potential of adding the eleventh police officer. I know that the COPS Program, if we get that money covers three years of salary; but there are a number of other things that I don't know if it includes.

Jim Crellin: Health benefits, taxes, uniforms, uniform cleaning, training.

Lynn Ekelund: But different things that way.

C Lester: I believe that's due in September.

Lynn Ekelund: Okay and then back to the Code Enforcer position, I guess you spoke with Seth Thompson and what he's saying is we need a separate employee who is designated specifically as Code Enforcer, so we couldn't have Robin assume the duties of Code Enforcer and call him Project Manager/Code Enforcer, is that what Seth is telling you?

Stephanie Coulbourne: No, that's not Seth's words. He didn't say anything about having a separate employee or combining jobs. He's just saying we need to have one.

Jim Crellin: We need to have one designated as the Code Enforcer and they need to enforce the codes.

Lynn Ekelund: That's all I have.

C Lester: From what I understand, Robin has a pretty full plate; between the Comp Plan and he works with the Historic Preservation, the Board of Adjustment and Planning and Zoning; I'm not sure how much time those things take up; but I know he gave the Mayor a list the other day of things he has to do currently and it's quite a list. I'm not sure how we could do that.

C Prettyman: As Stephanie said, the Code Enforcer job that C.C. did was definitely above his salary. If you have a Code Enforcer and he scheduled the do the job and that's one thing that was outstanding about C.C., he was there on weekends; he did evenings; he did day time. He never did an 8 to 4, Monday through Friday; it was split up to catch up; and that's why he was able to do his salary and then some. That's the reason why we really need someone, because Robin, with all that he has to do, there's no way that he can keep up on the Code Enforcement with all that he's doing. I think it's a need to do that job and enforce what we already have on the books.

Jim Crellin: I don't think we can accept without investigation what people are currently doing as what they are going to be doing next year.

C Prettyman: I agree on that too.

Jim Crellin: There are some things that Robin is doing now; he might not need to do; or anybody else, for that matter.

C Prettyman: I feel that what Robin is doing now, he's going to be need to be doing it for at least the next 5 to 10 years.

Jim Crellin: Without looking at it, I'm not going to say I agree.

C Prettyman: You're going to have to. I've been around.

Jim Crellin: That's good.

Louis Sgro: Stephanie will that include each police officers salary, including all the benefits and the uniforms and the uniform cleaning, can you do that?

Stephanie Coulbourne: Yes, uniform cleaning and what else did you want on it?

Jim Crellin: All the other expenses for police officers.

Louis Sgro: I imagine they make different salaries, right, according to the year and the month.

Stephanie Coulbourne: It's not just the police officers that have uniform cleaning; we also have that in maintenance, as well. Because I'm assuming you want that across the board for everyone.

Jim Crellin: Yes.

C Prettyman: The weapons, they'll want that too.

Stephanie Coulbourne: No, you're just talking about reoccurring expenses for each employee.

Jim Crellin: One new weapon for the new officers.

Stephanie Coulbourne: That would be covered under the COPS Grant, wouldn't it?

Jim Crellin: No it's in the budget.

Stephanie Coulbourne: Well you're getting into two different areas. If you want a list of just the employees and the salaries and benefits and all the expenses of the current employees you have; that would be good. But if you're starting to add for Code and Police Officer, that's already listed on the budget.

Jim Crellin: That officer is yellow in the budget, right? Is that right?

Stephanie Coulbourne: Yellow incorporates quite a bit.

Jim Crellin: No it's not. It's the second item in the Police expenses, it's not yellow; it's not a proposed thing; although there is no amount out here; because we're being reimbursed. It's no cost. So whatever; my sense is that is another person in the budget. There's going to be an eleventh police officer in this budget year. So whatever expenses he or she incurs, need to be included; not salary, because that's going to be paid for and benefits are going to be paid for; but any other expenses attributable to that officer, need to be in the budget; and need to be individualized.

Stephanie Coulbourne: Okay.

C Lester: Just waiting for you to finish writing.

Stephanie Coulbourne: Boy I'm glad I came.

C Lester: I am too. If we get that information; that gives us a good start, because that is a major part of this budget and then we can work from there and work on down to some other items because I think as we went through those items last night; expenses, seminar training, seminars; some of these things have been cut to the bone. As we go along, we'll have to watch this budget very carefully. We'll be watching it on a month to month basis, so it is a full 30-day cycle and not the haphazard cycle that we had in the past. So we can watch those things carefully and the key is to watch it as we go along and to make sure if there is anything that needs to be cut and somebody reaches 100% mark, they stop spending; that's the end of that. That particular item gets cut off. So I think that would be very helpful if Stephanie gets us that list; or she can provide it to the Mayor and he'll play a little magic on Excel. Are you familiar with Excel?

Stephanie Coulbourne: Yes I am.

C Lester: You don't have the time, because you have a lot to do.

Stephanie Coulbourne: Not at this time, I don't.

C Lester: I know; we're pushing you. Is there anything I can do to help you gather these numbers and work with the Mayor?

Stephanie Coulbourne: Well I gave you the numbers for the health insurance?

C Lester: Yes, I have that. I have a call into this lady; as I understand it at this point of the cycle of the health insurance program, the insurance company will have announced its increases for next year; so I have a call in to find out if that has occurred.

Stephanie Coulbourne: To my knowledge, we haven't gotten the cost of the increase yet.

C Lester: They may have announced it to the insurance industry; that this year the prices are going to go up by X percent. I would like to know what that really is. Hopefully it is closer to 10%; even 2% would be a big savings; because whatever the number is, that's a bigger bite for employees to pick up; so if we can look through that and we'll look at the anticipated revenue from permits and licenses and see if there is anything we can do there. Unfortunately we haven't always been divined that some things are revenue bearing; but they also are business killers; so we have to play that game and look very

carefully. Does anybody have anything else to say? Why don't we adjourn and we'll see you all at the next Council Meeting next Monday, which is a Workshop.

Meeting adjourned at 3:00 p.m.