

Town Hall/Virtual

June 3, 2020

Chairman Mueller called the meeting to order at 10:01 am. Trustees Gabram and Port were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were also present. The following Department Heads was present: Zoning Inspector Shane Wrench and Fire Chief John Frazier.

GENERAL FUND: Mrs. Walder went over the general fund's capital budget. The general fund is required to maintain the Administration Building, Town Hall, Cemeteries, Old Fire Station, and Bob Hall Field.

Discussion followed on specific items: Replacement of the concrete pad at the Administration Building may be done by the Road Department. The driveway will need to be crack-sealed and re-striped. Website upgrades and enhancements to make the website more mobile friendly are budgeted, along with an upgrade of the electric service in the admin building garage.

Mrs. Walder stated that the 5 year budget includes relocating the Zoning offices upstairs in 2022, which is recommended for ADA access and operational efficiencies. Ms. Port asked about the size and rent currently received for that space.

Capital budget plans for Town Hall are to reroof, insulate and rebuild the soffits, and seal coating and striping of the parking lot. There was discussion of moving the Town Hall further back on the parcel prior to commencing these expenditures to improve access to the building and to reduce hazards due to its close proximity to the intersection. A move that would make the building more ADA compliant could also improve the building's utilization as a polling place and emergency gathering center. Trustees Gabram and Port were in favor of moving the Town Hall away from the street, while Trustee Mueller was not. Facilities Manager Shane Wrench was asked to seek proposals for moving the building.

The Trustees discussed the future of the Old Fire Station and the pros and cons of keeping it or tearing it down. Mr. Mueller indicated he was opposed tearing it down at any cost. Mr. Gabram expressed desire not to leave future Trustees with a broken down building, but rather construct a new building that would be maintenance free for 50 years. There was also discussion on the different types of roofs and materials that could be used for the Old Fire Station. Ms. Walder recommended that an independent financial analysis be performed to evaluate the costs to maintain the current structure versus building a new storage building. There was no decision on future actions for the Old Fire Station.

Mrs. Walder stated that both total expenditures and O&M were reduced by 7% from 2018 to 2019. Mrs. Walder stated that the General Fund has no annual debt payments and the reserve plan recommendation is a total of \$103,000.00 per year that covers Town Hall, Old Fire Station, Cemeteries, Bob Hall Field and Admin Building.

Mr. Gabram made the motion to adjourn. Ms. Port seconded the motion and it passed unanimously.

The meeting was adjourned at 11:08 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar