



**APRIL 18, 2023, CITY COUNCIL MINUTES  
SPECIAL RECESSED MEETING  
BUDGET WORKSHOP**

The City Council of the City of Clinton, North Carolina, met in a special budget workshop at 5:00 PM on April 18, 2023, in the City Hall Auditorium. Mayor Starling presided. Councilmembers Strickland, Corbett, Ruggles, DuBose, and Mayor Pro Tem Becton were present.

City Attorney Tim Howard, of Howard and Carr, PLLC, was present.

Also present were City Manager James P. Duncan; City Clerk Elaine F. Hunt; Finance Director Kristin Stafford; Parks and Recreation Director Jonathan Allen; Police Chief Anthony Davis; Planning Director Mary Rose; Public Works Engineer Russell Byrd; Fire Chief Jordan Hill; HR Director Natalie Blue; and Public Works Director Chris Medlin.

Representatives from The Wooten Company were also present: Brian Johnson, Director, Engineering Services; Miles Galloway, Practice Engineer, Practice Manager; and Carl Scharfe, Process Engineer.

No representation from the Sampson Independent or the Sampson Weekly was present.

Mayor Starling called the budget workshop to order and asked Mayor Pro Tem Becton to give the invocation.

**BUDGET - WATER AND SEWER CAPITAL RESERVE FUND – PROJECT ORDINANCE  
AMENDMENT**

Upon a motion made by Mayor Pro Tem Becton, seconded by Councilmember Ruggles, it passed unanimously to adopt the following project ordinance amendment:

**Water & Sewer Capital Reserve Fund Project Amendment**

**#2023.04.07**

BE IT ORDAINED by the City Council of the City of Clinton, NC that the following amendment be made to the Water & Sewer Capital Reserve Fund Project Ordinance that was adopted on January 7, 2014, and amended on February 3, 2015; on May 7, 2019; and on February 7, 2023; is hereby amended as follows:

**Section 1.** The expenditures are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
45-7140-0000	Transfer out	\$ 842,300		
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	<b>TOTAL EXPENDITURES</b>	<b>\$ 842,300</b>	<b>\$ 0</b>	<b>\$ 842,300</b>

**Section 2.** The revenues are to be changed as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>	<u>Total</u>
45-3990-0000	Fund balance appropri.	\$ 842,300		
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	<b>TOTAL REVENUES</b>	<b>\$ 842,300</b>	<b>\$0</b>	<b>\$ 842,300</b>

**Section 3.** Copies of this budget amendment shall be furnished to the City Clerk, City Manager, and Finance Director for their direction.

**BUDGET - GENERAL ARP FUND – PROJECT ORDINANCE AMENDMENT**

Upon a motion made by Councilmember Ruggles, seconded by Mayor Pro Tem Becton, it passed unanimously to adopt the following project ordinance amendment:

**PROJECT ORDINANCE AMENDMENT  
General American Rescue Plan Fund Project**

**#2023.04.08**

BE IT ORDAINED by the City Council of the City of Clinton, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the

following project ordinance adopted June 7, 2022, and amended on December 6, 2022; is hereby amended as follows:

**Section 1.** To amend the General American Rescue Plan Fund, the expenditures are to be changed as follows:

<u>ACCOUNT #</u>	<u>ACCOUNT TITLE</u>	<u>INCREASE</u>	<u>DECREASE</u>	<u>TOTAL</u>
49-4770-0400	Stormwater		\$78,900	
49-4771-0800	Transfer to General Fund	\$78,900		
<b>TOTAL EXPENDITURES</b>		<b>\$78,900</b>	<b>\$78,900</b>	<b>\$0</b>

**Section 2.** Copies of this budget amendment shall be furnished to the City Clerk, City Manager, and Finance Director for their direction.

**THE WOOTEN COMPANY – WWTP UPGRADE IMPLEMENTATION**

Mayor Starling welcomed The Wooten Company’s representatives: Brian Johnson, Director, Engineering Services; Miles Galloway, Practice Engineer, Practice Manager; and Carl Scharfe, Process Engineer. They updated the City Council on the need for Norman Larkins WWTP Upgrade. They presented everyone in attendance with a handout, and expounded on the handout—line by line and page by page. (SEE ATTACHMENT #1).

At the close of their presentation, they concluded that to perform a Phase 1 Plant Expansion, it would cost approximately \$32M-\$40M; and a Phase 2 Plant Expansion would cost approximately \$31M-\$39M. The total project cost would be \$60M-\$70M.

Mr. Johnson recommended reaching out to State representatives to get assistance with funding. Mayor Starling asked who to contact and Mr. Galloway stated that The Wooten Company has a Funding Strategy Team.

Mayor Starling instructed City Manager Duncan to write a letter to Senator Brent Jackson and Councilmember DuBose suggested also contacting Congressman Murphy. Also, Mayor Starling instructed City Manager Duncan to contact John Cooper with USDA.

A motion was made by Councilmember Ruggles, seconded by Mayor Pro Tem Becton, instructing City Manager Duncan to begin a report regarding this WWTP upgrade implementation.

BUDGET WORKSHOP – WATER & SEWER FUND – FY2023-2024

City Manager Duncan presented handouts to everyone and began the presentation. (SEE ATTACHMENT #2).

City Manager Duncan stated that budget development drivers include:

- Abnormal inflation pressures (7%)
- Rising personnel and fuel costs
- Aging infrastructure
- Sewer capacity
- Maintaining existing service levels

City Manager Duncan stated the following key points:


3% COLA, \$38K  
1% Merit, \$8k  
Health insurance – no change  
Utility lines: \$250K AMR  
Waste Treatment: Filter #5, \$100K  
Primary Clarifier, \$60K  
Water Production: SCADA, \$75K  
Aging infrastructure  
WWTP nearing capacity

An increase in water and sewer rates was proposed. (SEE ATTACHMENT #2). Vacant positions were discussed which included the Public Works Engineer. It was the consensus of the group to keep the Public Works Engineer's position in for now.

Before concluding the meeting, a brief discussion of the next meeting took place. Councilmember DuBose asked if the next budget workshop could take place on May 16<sup>th</sup> at 5:00 PM, rather than, May 9<sup>th</sup> at 6:00 PM. The group had no objection; therefore, the next budget workshop will be Tuesday, May 16, 2023, at 5:00 PM, in the City Hall Auditorium.

Being no other business to discuss, Mayor Starling adjourned the April 18, 2023, Special City Council meeting.

The April 18, 2023, Budget Workshop ended at 7:03 PM.

  
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Elaine F. Hunt, City Clerk, MMC, NCCMC

  
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Luther D. Starling, Jr., Mayor