

**Town of Wallburg, North Carolina**  
**Town Council Meeting - Wallburg Fire Station**  
**TUESDAY 7:00 P.M. DECEMBER 9, 2008**  
2<sup>ND</sup> TUESDAY OF THE MONTH

**MINUTES**  
APPROVED 01-13-09

**PROCEDURAL ITEMS**

Mayor Allen Todd convened the town council meeting at 7:00 p.m. Present were the mayor, council members Steve Yokeley, Zane Hedgecock, Gary Craver, Lynn Reece and Mark Swaim. Also present were Town Clerk Lynn McKinnie and attorney Jay Wagner.

After a brief invocation by Mark Swaim, the Pledge of Allegiance was led by Steve Yokeley.

**MOTION FOR APPROVAL OF AGENDA**

Mr. Swaim requested an addition to the agenda: “*Adding of a General Accountant to our financial structure*”.

On a motion by Steve Yokeley, seconded by Lynn Reece, the amended agenda was unanimously approved.

**MOTION FOR APPROVAL OF MINUTES**

- NOVEMBER 11, 2008

By motion of Steve Yokeley, and seconded by Zane Hedgecock, the minutes for NOVEMBER 11, 2008, were approved unanimously.

**PUBLIC SESSION**

PLEASE SIGN UP WITH TOWN CLERK IF YOU WISH TO SPEAK

Public Session was opened and closed at 7:03 p.m. with no speakers.

**BUSINESS TO BE DISCUSSED AND/OR ACTED UPON:**

**1. PRESENTATION OF 2007-2008 AUDIT RESULTS**

.....Presented by Eddie Carrick, Auditor

Eddie Carrick, auditor for Allred & Carrick, CPA’s, presented the audit results for the fiscal year 2007-2008 for the Town of Wallburg. He emphasized that he likes to point out that he actually works for the Town Council. Profits for the General Fund before any transfers, etc., was \$392K this past year. The biggest expenditure was around \$302K for land. He said if you take the profit, add back the capital outlay, the town would be at \$694K compared to \$602K the prior year. Expenditures were similar to prior year but revenues were up about \$100K. Mr. Carrick gives the town an “unqualified opinion” which means the town is in good shape. A problem exists in that the town only has one part-time employee which

causes a “control deficiency” to exist for internal controls. This will be alleviated by the addition of a general accountant – which is to be discussed later at this meeting.

**The council accepted the audit without reservation.**

**2. RESOLUTION**

**TO APPROVE WALLBURG TOWN COUNCIL REGULAR MEETING DATES FOR 2009**

The council members read through the dates as listed on the resolution and had no changes to recommend.

**MOTION: TO APPROVE RESOLUTION SETTING TOWN COUNCIL MEETING DATES FOR CALENDAR YEAR 2009**

**BY: MARK SWAIM**

**SECOND: GARY CRAVER**

**VOTE: MOTION PASSED UNANIMOUSLY**

**3. ADD GENERAL ACCOUNTANT TO FINANCIAL STRUCTURE**

Mark Swaim, representing the Finance Committee, stated that the committee would like to recommend adding another layer to the town’s financial structure. At this time, Lynn does everything, including the finances and reports. Mr. Swaim said that as the town grows, there’s always recommendations that come back from the audit from LGC about adding layers to the financial structure. This action would free Lynn up to do other things for the town as we grow. The committee solicited bids from three accounting firms and the lowest bidder was Donald Jackson, at \$250 per month. He comes highly recommended. **This would include taking care of all general accounting** – other than the audit – such as **all reports, AFIR and LGC reports– whatever reports the LGC requires, all checking and accounting reports,** but checks would still require two signatures on the checks. Lynn would be out of the accounting function. This would also satisfy the LGC requirements. In order to go with an accountant, we would also need to do a budget amendment.

After a brief discussion, the following motions/recommendations were proposed:

**(1) FINANCE COMMITTEE RECOMMENDATION:  
THE SELECTION OF DONALD JACKSON CPA FIRM IN WALLBURG TO HANDLE THE GENERAL ACCOUNTING FOR THE TOWN AT A RATE OF \$250 A MONTH. START IN JANUARY, 2009, AND WOULD RUN THROUGH THE REMAINDER OF THIS YEAR.  
COUNCIL APPROVED THIS RECOMMENDATION UNANIMOUSLY.**

**(2) MOTION:  
MOTION: TO DO A BUDGET AMENDMENT OF \$1500 TO COVER THE BALANCE OF THE BUDGET YEAR WHICH ENDS JUNE 30, 2009 – TO BE DEDUCTED FROM THE PROPERTY MAINTENANCE LINE ITEM AND CREATE A GENERAL ACCOUNTING LINE ITEM WITH A BALANCE FOR 2008-2009 BUDGET YEAR  
BY: MARK SWAIM**

**SECOND: STEVE YOKELEY**  
**VOTE: MOTION PASSED UNANIMOUSLY**

## **OTHER INFORMATION:**

### **REGULAR MONTHLY AND COMMITTEE UPDATES**

(COMMITTEE UPDATES MAY NOT BE AVAILABLE IF MEETING WAS NOT HELD)

1. Planning and Zoning Updates .....Dean Coe  
Dean Coe said that the Planning/Zoning received from the Town Council in September the DAVIDSON COUNTY WATERSHED PROTECTION ORDINANCE with the request for a recommendation for the council. The Board reviewed the ordinance, decided it was pretty much a formality, we are in the watershed area, and Davidson County already has an ordinance for the watershed. He said different municipalities have been asked to adopt the ordinance for watershed ordinance.

**PLANNING BOARD RECOMMENDS THAT THE TOWN COUNCIL ADOPT THIS WATERSHED ORDINANCE AS IT IS WRITTEN.**

Lynn will type up the ordinance/Interlocal agreement with Davidson County. She will advertise it as a public hearing for the January Town Council meeting (as a new ordinance, it should be advertised twice.)

2. Finance Update .....Mark Swaim

Mr. Swaim gave a finance update:

Checking	\$380,197.79
Money Market	\$495,291.71
Building CD	\$861,736.90
Capital CD	\$225,035.15
Reserve CD	\$ 92,320.77

3. **MPO - High Point** .....Lynn Reece

Mr. Reece attended the November 25<sup>th</sup> MPO meeting at the High Point Chamber of Commerce. Among the discussion was transferring maintenance of town streets to each individual municipality and this issue did fail.

Mr. Reece also attended a census meeting.

4. **MPO - Winston-Salem** .....Mayor Todd

Mayor Todd did not attend this meeting. Nothing was discussed concerning the Town of Wallburg. Next meeting will be in January, 2009.

Mayor Todd also hosted the Mayor/Manager meeting on December 8<sup>th</sup> and town budgets were the major issue.

**ANNOUNCEMENTS:**

- **TOWN COUNCIL MEETINGS:** (2<sup>ND</sup> TUESDAYS)  
7:00 p.m. at the Fire Station on:

**CALENDAR 2009:**

JAN	13	JUL	14
FEB	10	AUG	11
MAR	10	SEP	8
APR	14	OCT	13
MAY	12	NOV	10
JUN	9	DEC	8

- **PLANNING BOARD MEETINGS** (2<sup>ND</sup> THURSDAYS)  
**7:00 P.M. AT WALLBURG VOLUNTEER FIRE DEPARTMENT**
- **BOARD OF ADJUSTMENT MEETING**  
DECEMBER 11, 2008 - - - 7:00 P.M. - - - WALLBURG FIRE DEPT.

**ADJOURNMENT:**

**MOTION:** TO ADJOURN MEETING AT 7:35 P.M.  
**BY:** STEVE YOKELEY  
**SECOND:** LYNN REECE  
**VOTE:** MOTION PASSED UNANIMOUSLY

**VISIT THE TOWN'S WEBSITE:**

**[www.townofwallburg.com](http://www.townofwallburg.com)**



**Happy Holidays !!**

**Submitted by:**

**Lynn McKinnie  
Town Clerk**