



**TOWN OF WEDDINGTON  
REGULAR TOWN COUNCIL WORK SESSION  
TUESDAY, JUNE 20, 2023 – 12 NOON  
WEDDINGTON TOWN HALL  
MINUTES  
\*\*AMENDED AT MEETING**

1. Call to Order
2. Determination of Quorum
3. Additions, Deletions and/or Adoption of the Agenda
4. Conflict of Interest Statement: *In accordance with the state government ethics act, it is the duty of every Council member to avoid conflicts of interest. Does any Council member have any known conflict of interest with respect to any matters on the agenda? If so, please identify the conflict and refrain from any participation in the matter involved.*
5. Old Business
  - A. Presentation by Union County Library Foundation
  - B. Discussion Fiscal Year 2023-2024 Proposed Budget
    - i. Consideration of Fiscal Year 2023-2024 Proposed Budget and Budget Ordinance O-2023-05 and set the tax rate.
- \*\* 6. *New Business*
  - A. *Update Employee Handbook to add Position Classification and Compensation Ranges for Staff Positions*
7. Council Comments and Review Action Items
8. Adjournment



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**1. Call to Order**

Mayor Horn called the meeting to order at 12 noon.

**2. Determination of Quorum**

Quorum was determined with Mayor Craig Horn, Councilmembers Brannon Howie, Anne Pruitt, and Jeff Perryman present. Mayor Pro Tem Propst was absent.

Staff: Karen Dewey, Town Administrator/Clerk, Leslie Gaylord, Finance Officer

Visitors: Angela Bennet, Chairman Union County Library Foundation, Nina Chaffin, Director of Libraries

**3. Additions, Deletions and/or Adoption of the Agenda**

Councilmember Pruitt proposed to amend the agenda to add item 6. New Business Update Employee Handbook to add Position Classification and Compensation Ranges.

- 4. Conflict of Interest Statement:** *In accordance with the state government ethics act, it is the duty of every Council member to avoid conflicts of interest. Does any Council member have any known conflict of interest with respect to any matters on the agenda? If so, please identify the conflict and refrain from any participation in the matter involved.*

Ms. Dewey read the conflict of interest statement. No Councilmembers had a conflict of interest.

**5. Old Business**

**A. Presentation by Union County Library Foundation**

Angela Bennet, Chair of the Union County Library Foundation and Nina Chaffin, Director of Libraries gave a presentation on the new Southwest Regional Library being built off Cuthbertson Road and the campaign to raise funds for the amenities and community resources being planned for the library.

**B. Discussion and Consideration of Fiscal Year 2023-2024 Proposed Budget and Budget Ordinance O-2023-05 and set the tax rate at \$0.045.**

Ms. Gaylord reviewed the proposed budget, budget ordinance and proposed tax rate.

**Motion:** Councilmember Pruitt made a motion to approve the Fiscal Year 2023-2024 Budget Ordinance and set the tax rate at \$0.045.

**Vote:** The motion passed with a unanimous vote.

## 6. New Business

### A. Discussion and Consideration to Update Employee Handbook to add Position Classification and Compensation Ranges.

Councilmember Pruitt stated that the current Employee Handbook doesn't give position classifications nor compensation ranges. She proposed to add it to the handbook. Council discussed and agreed. Councilmember Pruitt will add the positions of Town Administrator and Permit Technician to the chart.

Councilmember Perryman made a motion to suspend the rules and amend the agenda to add item 6.B. Appoint Karen Dewey as Assistant Zoning Administrator. Council agreed unanimously.

Ms. Dewey explained that with Mr. Tefft working part time and remotely, the Town needs an authority to sign zoning permits and plats in his absence.

**Motion:** Councilmember Perryman made a motion to appoint Karen Dewey as Assistant Zoning Administrator

**Vote:** The motion passed with a unanimous vote.

## 7. Council Comments and Review Action Items

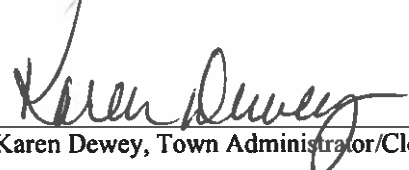
Councilmember Perryman stated that WUMA is at Village of Marvin Town Hall on Thursday the 22<sup>nd</sup>. County Manager Brian Matthews and County Commissioner David Williams will be in attendance to give an update on the sewer situation in the county. He also stated that he will start to advocate for the Council-Manager Form of Government and asked for the statute that lists the manager responsibilities to be sent to him.

## 8. Adjournment

**Motion:** Councilmember Pruitt made a motion to adjourn the June 20, 2023 Town Council Regular Work session at 1:22 p.m.

**Vote:** The motion passed with a unanimous vote.

Approved: July 10, 2023

  
Karen Dewey, Town Administrator/Clerk

  
D. Craig Horn, Mayor



**TOWN OF WEDDINGTON, NORTH CAROLINA  
2023-2024 GENERAL FUND BUDGET ORDINANCE  
O-2023-05**

BE IT ORDAINED By The Town Council of Weddington, North Carolina, In Session Assembled:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of Weddington Government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024, according to the following summary and schedules:

**SUMMARY**

<u>FUND</u>	<u>ESTIMATED REVENUES</u>	<u>TRANSFER FROM SPECIAL REVENUE FUND</u>	<u>TOTAL APPROPRIATION</u>
General	\$3,911,075	\$366,250	\$4,277,325

Section 2. That for said fiscal year there is hereby appropriated out of the General Fund the following:

<u>GENERAL FUND</u>	<u>AMOUNT</u>
Administrative	\$ 720,550
Planning & Zoning	625,875
General Government	<u>2,930,900</u>
<b>TOTAL APPROPRIATIONS – GENERAL FUND</b>	<b><u>\$4,277,325</u></b>

Section 3. It is estimated that the following General Fund Revenues and Fund Balance Appropriations will be available during the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet the foregoing General Fund appropriations:

<u>REVENUE SOURCE</u>	<u>AMOUNT</u>
Ad Valorem Taxes	\$1,531,075
Solid Waste Revenues	1,125,000
State-Collected Revenues	1,140,000
Zoning and Subdivision Revenues	25,000
Other Revenues	<u>90,000</u>
<b>TOTAL REVENUE GENERAL FUND</b>	<b><u>\$3,911,075</u></b>

**TRANSFER FROM SPECIAL REVENUE FUND**

**\$ 366,250**

**Section 4.** There is hereby levied for the fiscal year ending June 30, 2024 the following rate of taxes on each (\$100) assessed valuation of taxable property as listed as of January 1, 2023 for the purpose of raising the revenues from current year's property tax as set forth in the foregoing estimates of Revenues, and in order to finance foregoing appropriations:

**GENERAL FUND**

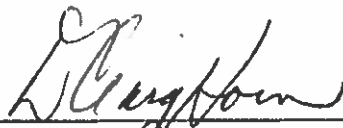
**\$0.045**

**Section 5.** The Finance Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:

- a. She may transfer amounts between object of expenditure within a department without limitation.
- b. She may transfer amounts between departments of the same fund with an official report on such transfers to the Town Council.
- c. She may make expenditures and/or transfers from appropriations as necessary.

**Section 6.** All capital items, (items exceeding \$10,000), are to be approved in accord with the adopted budget. The Finance Officer will maintain a list of approved capital outlay items.

Adopted this 20<sup>th</sup> day of June, 2023.

  
\_\_\_\_\_  
D. Craig Horn Mayor

Attest:

  
\_\_\_\_\_  
Karen Dewey, Town Administrator/Clerk

**Compensation and Classification for Hired Personnel**

**Town of Weddington 13,472 population**

Position	Code	Range	
Town Clerk	10080	\$53,786 - \$80,927 / year	\$25.86/hr - \$38.91/hr
Deputy Town Clerk	10085	\$38,554 - \$58,743/ year	\$18.54/hr - \$28.24/hr
Finance Director	10120	\$82,261 - \$125,551 year	\$39.55/hr - \$60.36/hr
Senior Planner	20475	\$58,187 - \$86,324 / year	\$27.98/hr - \$41.50/hr
Tax Collector	20315	\$41,524 - \$61,448 / year	\$19.96/hr - \$39.54/hr
Office Assistant	20600	\$32,236 - \$48,354/ year	\$15.50/hr - \$23.25/hr
Accountant I	20010	\$43,428- \$65,686/yr	\$20.88/hr - \$31.58/hr
Permit Specialist	20170	\$35,372- \$54,132/yr	\$17.01/hr - \$26.03hr
City Manager / Town Administrator	10040	\$64,421 - \$90,354/yr	\$30.98/hr - \$43.44/hr

June 26, 2023