

**Dunn City Council**  
**Special Meeting**  
**Monday, April 24, 2023**  
**5:30 p.m., Dunn Municipal Building**

**Minutes**

**PRESENT:** Mayor William P. Elmore Jr., Mayor Pro Tem Dr. David L. Bradham, Council Members J. Wesley Sills, April Gaulden, Frank McLean, Billy N. Tart, and Chuck Turnage.

*Also present: City Manager Steven Neuschafer, Assistant City Manager Mathew Boone, Finance Director Cary McNallan, Public Utilities Director Heather Adams, Chief of Police Cary Jackson, Planning Director George Adler, Parks and Recreation Director Brian McNeill, Human Resources Director Connie Jernigan, Public Works Director Dwayne Williams, Administrative Support Specialist II Debra Creighton, and City Clerk Tammy Williams.*

**CALL TO ORDER AND INVOCATION**

Mayor Elmore opened the meeting at 5:30 p.m. and Council Member Turnage gave the invocation. Afterwards, Council Member Gaulden led in the Pledge of Allegiance.

**AGENDA ADJUSTMENT AND APPROVAL**

Motion by Council Member Sills and second by Council Member Gaulden to adopt the February 8, 2023 meeting agenda as presented. **Motion unanimously approved.**

**CONSENT ITEMS**

- Special Event Permit – Broad Street Block Party
- Budget Amendment for Loan Proceeds – Public Works. *A copy of Budget Amendment (BA2023-14) is incorporated into these minutes as Attachment #1.*
- Landscape Maintenance Contract Extension

Motion by Council Member Turnage and second by Council Member Bradham to approve all consent items. **Motion unanimously approved.**

**ITEMS FOR DISCUSSION AND/OR DECISION**

**FY2023-2024 Budget Work Session**

City Manager Neuschafer commended Finance Director McNallan and department heads for all the assistance in putting the proposed budget together. He shared that the proposed budget assumes the pay study is being implemented. McNallan explained the process of covering the funding needed to implement pay study for this year and that the budget amendment to cover this upcoming implementation will not address future years. Neuschafer added that this was the number one goal of council. Mayor Elmore added that the pay study implementation was way overdue. After discussion with concerns expressed of paying in future years, McNallan stated that he didn't know how the City could afford not to do this with the shortage of employees and the issues with recruiting.

McNallan explained some of the accounting changes incorporated into the budget related to the Powell Bill and Capital Funds along with allocations to each department for insurance related charges and water and sewer charges. This will show the actual expenses for running each department.

Neuschafer reviewed the proposed increases to the garbage, water rate and sewer rate. No increase is proposed for the stormwater fees. Top areas of focus for the upcoming year is infrastructure improvements, city fleet improvements and personnel.

He reviewed proposed personnel changes to include adding an Assistant Planning Director, Assistant Public Works Director, three Utility Maintenance Workers and three positions in Planning – two Code Enforcement Officers and a Chief Building Inspector. Proposed COLA is a combination of a 1% lump sum in July, plus a 1.5% increase and up to a 2.5% merit increase based on employee evaluations. The up-front lump payment will help with the adjustments of payroll from twice a month to biweekly. McNallan shared that employees will be advised in advance that this change is coming on July 1.

Neuschafer reviewed proposed revenues along with the proposed expenditures for each fund. He also discussed the expenses and debt service payments related to the infrastructure projects. He reviewed the debt service schedule and shared proposal to pay off two loans early this year. He also pointed out a balloon payment coming up with the Harnett Training Center in 2026 and that it will need to be refinanced. McNallan also reviewed the individual Capital Projects.

After discussion, the budget session was ended.

Motion by Council Member Turnage and second by Council Member Bradham to recess the meeting until April 25<sup>th</sup> at 5:00 p.m. for discussion with the City Attorney. **Motion unanimously approved.**

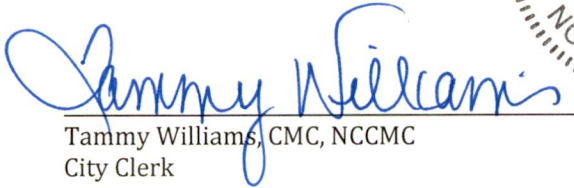
Mayor Elmore reconvened the meeting on Tuesday, April 25, 2023 at 5:00 p.m. in Council Chambers and City Attorney Tilghman Pope was in attendance.

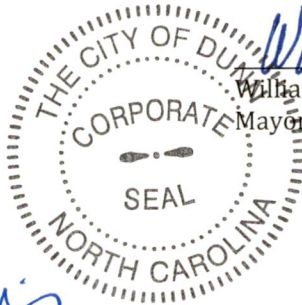
Motion by Council Member Tart and second by Council Member Bradham to enter a Closed Session for the purpose of [N.C.G.S. 143-318.11(a)(3)] to consult with the City Attorney. **Motion unanimously approved.**

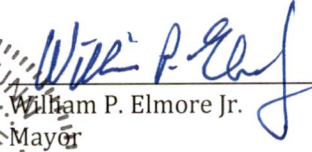
Mayor Elmore recessed the meeting at 5:03 p.m.

The meeting was reconvened and with no further business to discuss, motion by Council Member Turnage and second by Council Member Sills to adjourn the meeting at 5:44 p.m. **Motion unanimously approved.**

Attest:

  
 Tammy Williams, CMC, NCCMC  
 City Clerk



  
 William P. Elmore Jr.  
 Mayor