

**Dunn City Council**  
**Special Meeting**  
**Tuesday, March 14, 2022**  
**6:00 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 Jim Roberts, Chief of Police Clark White, Police Major Cary Jackson, Human Resources Director Connie Jernigan, Communications Coordinator Kaitlin Adkins, City Attorney Tilghman Pope, and City Clerk Tammy Williams.*

### **CALL TO ORDER AND INVOCATION**

Mayor Elmore opened the meeting at 6:00 p.m. and Finance Director Roberts gave the invocation. Afterwards, Major Jackson led in the Pledge of Allegiance.

### **AGENDA ADJUSTMENT AND APPROVAL**

Motion by Mayor Pro Tem Bradham and second by Council Member Gaulden to adopt the March 14, 2022 meeting agenda as presented. **Motion unanimously approved.**

### **ITEMS FOR DISCUSSION AND/OR DECISION**

#### **Storm Water Fee Study**

City Manager Neuschafer reviewed the stormwater fee study results given by Willdan using the Equivalent Residential Unit (ERU) calculation to make more equitable cost comparisons for Residential, Multi-Family, Commercial, and Industrial fees. They looked at all the impervious surface areas – areas that create runoff – rooftops, driveways, decks, etc. Estimated average area for the city is 3,257 sf which will be used as the equivalent unit and multiplier. Currently a large business pays \$10.00 and residents pays \$3.50 and fees bring in \$240,000 a year. Future revenues will depend on the cap. If cap is 14.50 total revenue would be \$348,027; 28.75 cap would bring in \$399,686; \$35 - \$412,862 and \$57.26 - \$444,998. It can go out monthly on the water bill or can be incorporated on the tax bill and can also put residential on water bills and commercial on tax bill. The proposal does not include an increase for most residential units. Neuschafer added there is a lot of stormwater work to be done but financing it has always been an issue. Stormwater fees have to be used for stormwater projects statutorily. Next step would be stake holders meeting to explain the fee and the process.

Council needs to decide if the city will move forward and what the cap will be. After much discussion, council agreed there needs to be a more equitable way of sharing the cost. Mayor Pro Tem Bradham added that there needs to be some comparisons from communities relative to Dunn's size so we can know that we are being fair to our businesses and this information should be helpful with the stakeholders meeting. Mayor Elmore asked Neuschafer to bring back the needed information to the next meeting so that council can make a decision on the best way to move forward including looking at cap/phased approach, what the cap will be and the method of billing.

#### **Pay Classification Study**

Human Resources Director Jernigan presented proposal for a pay study that will review the city's salary structure and present plan to support recruitment and retention of employees more effectively. It is recommended to have a study every five years. The last study completed was in 1998 but was not implemented. The last one implemented was in 1993. This was set as a top priority during the FY 2022-2023 Budget Retreat in an effort to recruit and retain staff. The cost to conduct the study will be \$20,600 with an additional estimated \$800 for expenses such as mileage, meals, lodging, printing and supplies, and travel time with the total cost of the complete study at \$21,400. The study will take 2 ½ to 3 months and The MAPS Group should be able to begin after July 1. Implementation time depends on the cost of the findings, which can be spread over a 2-3 year process.

Motion by Mayor Pro Tem Bradham and second by Council Member Gaulden to approve and authorize the City to enter into a contract with the MAPS Group for the purpose of conducting a Pay Classification Study as presented. **Motion unanimously approved.**

#### **Police Compensation Plan**

City Manager Neuschafer presented the Police Compensation Plan proposed for implementation in the fourth quarter of this fiscal year. He told Council that this is an immediate need due to the hardships of recruiting and retaining officers and due to competition with other agencies close by that are paying more than the City of Dunn. He reviewed the proposal for hiring with BLET with a proposed starting salary of \$41,021.22. He also reviewed the annual proposed pay increases for Bonuses associated with Bi-Lingual - \$500; Associates degree - \$1,000; Bachelor's degree - \$1,500; and Masters - \$2000. He showed the comparison of what the city is currently paying to other agencies. These funds will come from the General Fund and will be an increase of \$50,357 for the fourth quarter with the yearly increase of \$201,427 including all benefits. The current starting salary is \$37,717.

After discussion, motion by Council Member Sills and second by Council Member Gaulden to approve the Proposal with funding coming from the General Fund as presented. **Motion unanimously approved.**

Motion by Council Member Turnage and second by Council Member McLean to enter Closed Session in accordance with [N.C.G.S. 143-318.11(a)(5)], to establish or instruct the staff concerning the negotiation of the price and terms of a contract concerning the acquisition of real property. **Motion unanimously approved.**

Mayor Elmore recessed the meeting.

The meeting was reconvened at 8:45 p.m.

**Consideration of Purchase of Real Property**

Motion by Council Member Turnage and second by Mayor Pro Tem Bradham to authorize the City Manager to enter into a contract for the purchase of real property at two locations, 100 W Harnett St from General Utility Company for \$150,000 and 106 S Washington from Stephanie Ferguson for \$25,000. **Motion unanimously approved.**

With no further business to discuss, motion by Council Member McLean and second by Council Member Tart to adjourn the meeting at 8:47 p.m. **Motion unanimously approved.**



*William P. Elmore Jr.*  
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William P. Elmore Jr.  
Mayor

Attest:

*Tammy Williams*  
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Tammy Williams, CMC, NCCMC  
City Clerk