



TOWN OF WEBSTER

April 14, 2021, Work Session Minutes

The Webster Board of Commissioners met remotely on Wednesday, April 14, 2021, via Zoom for the annual Work Session at 5:30 p.m.

Members/Staff Present: Mayor Tracy Rodes; Vice-Mayor Leigh Anne Young; Commissioners Allen Davis, Kelly Donaldson, Allan Grant, and Danell Moses; Town Clerk Debbie Coffey

Members Absent: None

Public Present/Public Comment: None

Call to Order/Ethics Statement: Mayor Tracy Rodes called the meeting to order at 5:30 p.m. and read the Ethics Statement. No board member expressed any conflict of interest.

Approval of Agenda:

MOTION: Commissioner Moses moved to approve the agenda. Commissioner Grant seconded. Motion carried.

BUDGET WORKSHEET REVIEW

1. Formulation of 2021-2022 Budget

- A. Tax Rate: Tax revenue is projected at \$68,800 based on .15 cent millage.
- B. Landscaping: Landscaping costs were estimated at \$7,500, but an increase may be necessary due to rising fuel costs.
- C. Town Hall Apartment: Rental Income was projected at \$9,000 based on \$750 per month. Internet service will not be provided for future tenants. Commissioner Young suggested looking at comparable costs of similar rental properties in the area. It was noted that the current tenants lease expires at the end of May, but they have requested to remain for the first two weeks of June. It was the consensus to keep the rent at \$750 per month based on one tenant. Future updates may include painting and updated flooring. Repairs to the sink may also be necessary.
- D. Office Needs: Fireproof filing, map storage and digitizing records are future needs for consideration. These expenses would be funded as Town Hall Office Expenses. Additional hours for the mayor and clerk will be required for sorting prior to digitizing antiquated records.
- E. Residential Services: Total expenditures for Residential Services are set at \$41,057. Law Enforcement projections are \$6,000. The contribution to the Jackson County Rescue Squad will remain at \$1,000.
- F. Town Hall Maintenance: Future needs include window replacement and roof replacement.
- G. Capital Improvements: A long-term plan for capital improvements would be beneficial. This would include depreciation projects including a pocket park.
- H. Community Dinner: Commissioner Moses suggested the Burrell Building Conference Center as an alternate location for the annual Community Dinner.
- I. Board Stipends: Council Stipends were projected at \$16,200. The mayor's stipend will remain \$750 per month and council stipends at \$100 per month. The mayor pro tempore was increased to \$200 per month.
- J. Webster Memorial Cemetery Request for \$1400: It was the consensus of the board to increase the contribution to the Webster Memorial Cemetery 25%, to \$1,250. It was also



agreed to use the town's platforms to increase public awareness of the need for cemetery donations.

2. American Rescue Plan Act (ARPA) Fund Project Ideas

Final guidelines have not been issued for the use of ARPA funds. Expenditures such as were made with the CRF Grant would be eligible. Additional use of funds include premium pay for front line employees, infrastructure improvements, and economic development.

3. Opportunities for Community Service/Involvement

Litter Cleanups are scheduled throughout the year to provide opportunities for community involvement. Other suggestions include a volunteer night at the Community Table (when they reopen for volunteers) and Meals on Wheels.

4. Additional Discussion

The board discussed the possibility of returning to in-person meetings in July, and will further discuss Miss Lucy's picnic at the June meeting. Halloween trick-or-treating is tentatively set for Saturday, October 30.

ADJOURNMENT

MOTION: Commissioner Young moved to adjourn. Motion carried. The meeting adjourned at 6:10 p.m.

Next Meeting:

Wednesday, May 5, 2021, at 5:15 p.m.

Tracy Rodes, Mayor

Debbie Coffey, Town Clerk