



**Butner Town Council
Meeting Agenda**

7:00 PM Thursday, July 2, 2020
Council Meeting Room – Butner Town Hall
415 Central Avenue
Butner, NC 27509

1. Welcome, Remarks and Call to Order - Mayor Turner
2. Roll Call - Clerk Rote
3. Invocation and Pledge of Allegiance - Council Member Jordon
4. Adjustments to and/or Approval of the Meeting Agenda
5. Approval of June 4, 2020 Meeting Minutes: (Attachment 5)
6. Public Comment Period
To comply with measures to slow and prevent COVID-19, in addition to appearing in person, citizens were offered the opportunity to submit written comments to the Town Clerk, who will read the comments for the record.
7. May 2020 Financial Report – Finance Director Hiscocks**(Attachment 7)**
8. Consider approving the FY 2019-20 Audit Contract with W.L. Stark and Co., not to exceed \$22,400.

The audit includes the performance of the annual audit in accordance with General Auditing Standards, additional procedures associated with Single Audit (due to the CDBG Grant) and assistance with financial statement preparation. **(Attachment 8)**

Recommended Action: Staff recommends approving the FY 2019-20 Audit Contract with W.L. Stark and Co., not to exceed \$22,400.

9. Consider Budget Amendment 001-2021 in the amount of \$57,050 to re-establish undelivered purchase orders From FY 2019-2020

The FY 2019-2020 purchase orders for training mats and the dispatch console were not completed prior to June 30, 2020. These purchase orders must be re-established in the current fiscal year. This requires appropriating \$57,050 from available Fund Balance of the General Fund. **(Attachment 9)**

Recommended Action: Staff recommends approving Budget Amendment 001-2021 in the amount of \$57,050, payable from unappropriated General Fund Balance to re-establish undelivered purchase orders from FY 2019-2020.

10. Consider Budget Amendment 002-2021 in the amount of \$66,701, payable from the unappropriated General Fund Balance to allocate funds related to COVID-19 expenses.

The Town of Butner may receive from Granville County up to \$66,701 as a pass through from the Coronavirus Relief Fund. The funds will be received on a reimbursement basis to cover the costs of COVID-19 related expenses that are not reimbursable through FEMA Public Assistance grants. **(Attachment 10)**

Recommended Action: Staff recommends approving budget amendment 002-2021 in the amount of \$66,701, payable from the unappropriated General Fund Balance to allocate funds related to COVID-19 expenses.

11. Reports (Attachment 11)
 - Manager
 - Planning/Parks & Recreation Director
 - Public Safety Director
12. Mayor and Council Comments
13. Closed Session as needed.
14. Adjournment

REMINDERS:

If you need additional information about the following items, please visit **Butnernc.org** for updates and additions.

July 3 Town Offices closed for normal business
July 13 Military Holiday Committee Meeting