

## REGULAR MEETING OF TOWN COUNCIL

### AGENDA

December 18, 2024

#### RULES FOR PERSONS ADDRESSING COUNCIL

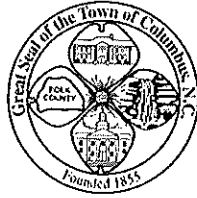
1. Each speaker will identify himself or herself by giving his or her **name and place of residence**.
2. Each speaker will be limited to speaking one time on any topic. When you are finished speaking, please step away from the podium and be seated.
3. Each speaker will be limited to **three (3) minutes** and each group's representative will be limited to a **maximum of ten (10) total minutes**. Each group is encouraged to designate a single spokesperson for their group.
4. Each speaker will confine himself or herself to the general question before the Council and avoid irrelevant comments.

## REGULAR COUNCIL MEETING

(5:00 PM)

1. Invocation
2. Pledge of Allegiance
3. Public Comments
4. Agenda Adoption
5. Approve Consent Agenda *(All matters listed are considered to be routine and non-controversial by Town Council and will be enacted by one motion. There will be no separate discussion unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered separately.)*
  - a. November 21, 2024 Regular Meeting Minutes (5)
6. Swearing In Ceremony for Re-Elected Mayor and Town Council Members (6)
7. Consideration of a Meeting Schedule for Town Council Meetings (7)
8. Public Hearing to Consider Amending the UDO in Regard to TND Residential Density (8)
9. Consideration of Amending the UDO in Regard to TND Residential Density (9)
10. Reports
  - a) Council Members Report
  - b) Planning Board Minutes (10)
  - c) Managers Report (11)
  - d) Public Works Report (12)
  - e) Police, ABC, and Fire Department Reports (13)
  - f) Discover Columbus (14)
  - g) Fourth of July (15)
11. Adjourn

Town of Columbus



Minutes of Columbus Town Council  
November 21, 2024

Mayor McCool called the Regular Meeting to order at 5:00 PM.

In attendance were Mayor Patrick McCool; Councilmen Richard Hall, Mark Phillips, and Brent Jackson; Councilwoman Becky Kennedy; Town Manager Timothy Barth; Town Attorney Jill Camp; Police Chief Scott Hamby; Assistant Finance Director Shana Atkins; and Town Clerk Daisy Trejo.

**Regular Meeting 5:00 PM.**

**Item #1. Invocation**

Mayor McCool gave the invocation.

**Item #2. Pledge of Allegiance**

**Item #3. Public Comment**

Henry Moffitt from 291 Peniel Road stated that he had read the proposed development behind CVS and had to say that for every dollar gained in property tax revenues, there's another \$1.50 spent on services for these people.

Kar Shield from 137 Park Street requested that the council consider changing the time for council meetings.

Jenny English from 222 East Mills Street stated that they have chosen to discontinue their involvement with Discover Columbus for several reasons. They were doing most of the work and felt their efforts were underappreciated and undervalued for the Fall Festival and Spring Festival. Furthermore, the constant negative criticism and lack of appreciation for the town employees' efforts were very discouraging. They have received a lot of help from the girls in the office, Tim, the police, and fire department, and it is greatly appreciated by them. They wish to continue their relationship, working with the town and its employees to make the town better. Their goal is to get citizens and businesses involved as a group that promotes positive actions to benefit the town and its people as a whole. They have decided to continue hosting the Spring and Fall Festivals and to continue the positive relationships they currently have with the town. They would also like to continue offering food trucks for the festivals and are asking the council to reduce the one-day rate of \$50 versus the standard 30-day permit of \$250.00, if possible.

**Item #4: Agenda Adoption**

Councilman Phillips made a motion to adopt the agenda as presented, with the amended changes. Councilwoman Kennedy seconded, and the motion carried unanimously.

**Item #5: Approve Consent Agenda**

Councilman Phillips made a motion to adopt the minutes from the October 17, 2024, regular meeting. Councilwoman Kennedy seconded, and the motion carried unanimously.

**Item #6: Employee Certifications**

Mr. Barth stated that Daisy Trejo is now a certified municipal clerk. Mr. Barth also stated that Shana Atkins has passed three out of four tests required to become a certified finance officer; she will take her fourth test in May.

**Item #7: Discussion Regarding the Possibility of Hiring a Future Police Officer**

Chief Hamby stated that he would like to pay for people to attend BLET training, ensuring the town hires good, hardworking people. Councilman Phillips stated that the chief is asking for a change in policy to give Chief Hamby the authority to hire officers before they complete BLET training, with a commitment for them to work for the town. Councilwoman Kennedy asked if the potential officer is a resident of Polk County. Chief Hamby stated that he is a resident of Rutherford County. Mr. Barth asked if there is a standard contract with other agencies that the town can work from. Attorney Camp stated that she can look for a standard contract. Mr. Barth asked if the town could include a work commitment. Attorney Camp added that she would have to look at the time because there has been some discussion about non-compete clauses in employment contracts. Attorney Camp also stated that she doesn't see anything wrong with saying, "His offer stands contingent on completing and the idea that he is going to pay, be present for multiple years, and if not, pay back a portion of that." Councilman Phillips stated that he does not have an issue with it, as everything is changing, and the town needs good-quality officers. Councilwoman Kennedy stated that she also does not have an issue with it but would like to see the specifics of the contract.

Councilman Phillips made a motion to allow the Chief of Police to hire people prior to completing BLET training and send them to school with the assumption that there will be a contract specifying that they work for the town for a certain period. Councilwoman Kennedy seconded, and the motion carried unanimously.

**Item #8: Payroll Issue**

Mrs. Atkins stated that initially, the payroll software, when it was converted to the new software QS1, set up the deductions for health insurance incorrectly. It was set up to withhold taxes. However, health insurance is tax-exempt, so the employees who had health insurance deducted from their paychecks were paying too much in Social Security and Medicare taxes, as well as their taxable income. Approximately nine employees are affected by this issue. A few of them no longer work here, but some still do, so we need to discuss how to fix the problem. Mrs. Atkins added that this year's 941 forms and NC-5 will be amended, meaning the funds will be returned to the town since it's an overpayment. The town can then issue a refund to the affected employees. Councilman Phillips stated that basically, the town and some employees are overpaying on their Medicare and Social Security taxes. Mrs. Atkins stated that this also affects their taxable wages. Councilwoman Kennedy asked, "How many current employees are affected

by this?" Mrs. Atkins replied that around six current employees are affected. Mr. Barth stated that once Mrs. Atkins finalizes her calculations, she will have the correct numbers. Councilman Phillips made a motion to go into closed session on item 14B to discussed details regarding employees affected by the deductions. Councilman Jackson second and the motion carried unanimously.

**Item#9. Consideration of a Capital Project Ordinance for the Chlorine Contact Chamber**

Mr. Barth stated that once we add the cost of the contract plus the cost of the engineering, it will exceed the \$500,000 that the state gave us. The town has to commit to covering the additional \$108,000, which is over and above what the state provided. We're going to try to get that money from the state, but we need to commit to it before the state will release the original funds. This ordinance essentially guarantees that. Mayor McCool added that he spoke with someone from the state, and they said we would probably get the money back in May because it's being considered an overpayment due to increased expenses over the years. Councilman Phillips asked if the town would receive the \$500,000 immediately. Mr. Barth replied, "Yes."

Councilman Jackson made a motion to approve the capital project ordinance #O-24-05. Councilman Phillips seconded, and the motion carried unanimously.

**Item#10. Discussion Regarding What Debt to retire with funds from state**

Mayor McCool added that water and sewer customers have been paying \$3.40 for the last six or eight years on their water bills for a water interconnect project, a system that never worked. However, the state has agreed to pay off the project, so customers will save \$3.40 on their water bills. Mr. Barth stated that the fee will likely be removed from the January 2025 bill.

Mr. Barth stated that the state sent over \$768,292.66, which represents the share of the water interconnect system built between Saluda, Tryon, and Columbus. Mr. Barth added that he was told the money can only be used for water and sewer debt service retirement. Mr. Barth further explained that the loan is under Tryon's name, but each town must send their portion to Tryon at the end of the year. To determine each town's share, the amount will be divided among Saluda, Tryon, and Columbus. Mrs. Atkins added that the loans the town is trying to pay off include \$143,000 for water meters and \$204,000 for the interconnect line. Councilman Phillips stated that based on the calculations, the town will start saving around \$100,000 per year. Mr. Barth added that on December 2nd, the town will email the council to inform them of what debts can be paid off based on the available funds.

Councilman Phillips made a motion to allow the town employees to start reducing the town debt load with the funds provided by the state. Councilman Jackson seconded, and the motion carried unanimously.

**Item#11. Consideration of Water and Sewer Study**

Councilman Phillips stated that he is against these developments coming in, but he also doesn't want to waste money on methods that won't prove beneficial in stopping them. Councilman Phillips noted that several questions have come up repeatedly, such as whether our water and sewer plant has the capacity to handle these developments. Chris Cochran, wastewater treatment director, was present at the meeting. Mr. Cochran explained that the sewer plant is rated for 800,000 gallons per day. Currently, the plant is operating at around 130,000 to 150,000 gallons per day, so there is plenty of room for expansion. During heavy rains, the plant may reach 200,000 to 250,000 gallons per day. However, Mr. Cochran noted that in his six years of service,

he has only seen the plant reach 700,000 gallons per day, which was during a hurricane, and such events are rare.

Councilman Phillips stated that the capacity is good, but the lines that run to the sewer plant might be another issue. Mr. Barth added that the focus of the study would be on the capacity of the town's system to handle the additional flow, rather than the sewer plant itself. Mr. Barth further explained that the original estimate was \$20,000, but he was able to negotiate it down to \$13,000 by removing the portion of the study related to the sewer plant. Councilman Jackson asked if this is the same engineering company responsible for the water lines. Mr. Barth replied, "Yes." Councilman Jackson expressed his opposition, citing the company's slow progress in completing the water lines.

#### **Item#12. Discussion Regarding a Holiday Bonus**

Councilman Phillips made a motion to approve the Christmas bonus of \$100.00 per month employed with the town. Councilwoman Kennedy seconded and the motion carried unanimously.

#### **Item#13. Discussion Regarding New Generators**

Councilman Jackson asked if there was a record of the last time the generators were serviced. Mr. Smith replied that the generators were last serviced in 2022. Attorney Camp requested that once the town locates the most recent bill and contract, they should be sent to her, as this issue is related to FEMA relief. Councilman Phillips stated that the town needs to look for multiple companies for whatever service is desired. He emphasized that the town should prioritize getting things done efficiently. Mayor McCool added that they will wait until next month to explore more options and gather additional information.

#### **Item#14. Discussion Regarding Developing a Merchants Association**

Mrs. English added that they want to establish a committee consisting of all local businesses to brainstorm ideas on how to attract people to town. Councilwoman Kennedy added that she spoke with a merchant in Columbus who is interested in forming a similar committee with merchants in Columbus.

Councilman Phillips made a motion at 6:10 pm to go into closed session for item #14B to discuss a personnel matter in accordance with G.S. 143-318.11. Councilwoman Kennedy seconded the motion, which carried unanimously.

Councilman Phillips made a motion at 6:30 pm to come out closed session. Councilwoman Kennedy seconded the motion, which carried unanimously.

#### **Item#15. Reports.**

##### **a) Council Members Report**

Councilwoman Kennedy stated that she would like to thank Mrs. Atkins for the new chairs in the council room. She also wanted to express her gratitude to James Smith for cutting down the

gardenia bushes. Councilwoman Kennedy requested an update regarding the fire hydrants. Mr. Smith replied that it is on the to-do list. Councilwoman Kennedy noted that she has been waiting for almost two and a half years and hopes to receive an update from Bobby Arledge and James Smith next month.

**b) Planning Board Minutes**

**c) Managers' Report**

Mr. Barth stated that the December meeting is scheduled for the 19th at 5 pm. This meeting is very important, as we will swear in members and approve the meeting schedule. Mayor McCool stated that the December meeting will actually be on December 18 at 5:30 pm. Mr. Barth added that he has been in contact with FEMA two or three times a week regarding damages caused by the hurricane. Mr. Barth noted that the town was spared compared to roads 5 miles down the road, but they still have issues resulting from the hurricane.

Mayor McCool added that the Christmas parade is scheduled for December 7th at 4:30 pm. Mr. Barth will send a letter to Blackhawk regarding the mud issue.

**d) Public Works Report, Police, ABC, and Fire Department Reports:**

Mr. Hamby reported that he gave a speech to veterans at Ford Hunt Elementary. Mr. Hamby also wanted to express his gratitude to Alpha Roofing for repairing the roof at no cost.

Mr. Hamby would like to thank Will Darley for adjusting signs around the town.

**e) Discover Columbus:**

Mr. Barth announced that Discover Columbus will host "Christmas at the Park" after the Christmas parade.

**f) Fourth of July Committee:** The next meeting is scheduled for November 24 at 4 pm. Additionally, a Christmas lunch for employees is set for December 11th at 12 pm.

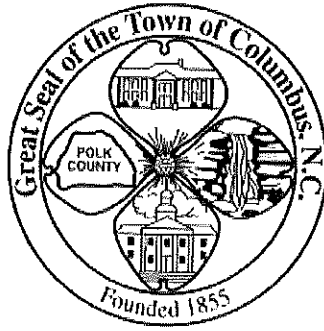
There being no further business, Councilman Kennedy made a motion to adjourn. Councilwoman Phillips seconded the motion, and the meeting was unanimously adjourned at 6:53 PM.

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Patrick McCool, Mayor

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Daisy Trejo, Town Clerk



## MEMORANDUM FOR TOWN COUNCIL MEETING

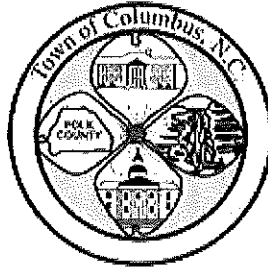
To: Mayor & Town Council  
From: Timothy J. Barth, Town Manager  
Re: Swearing in Ceremony for Re-Elected Mayor and Town Council Members  
Date: December 18, 2024

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### Background

The Town Clerk will swear in Pat McCool as Mayor first and then Becky Kennedy as Mayor Pro-Tem. Then the other three Town Councilmen and will be sworn in. A sample of the oath is attached.

If you have any questions or concerns, please do not hesitate to contact me.



## OATH OF OFFICE

I, \_\_\_\_\_, do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as Councilmember for the Town of Columbus, so help me God.

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Councilmember

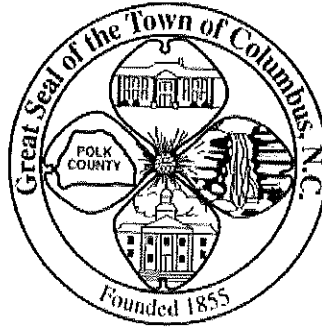
Sworn to and subscribed before me this 19<sup>th</sup> day of December 2024.

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Daisy Trejo, Town Clerk

(SEAL)





## MEMORANDUM FOR TOWN COUNCIL MEETING

To: Mayor & Town Council  
From: Timothy J. Barth, Town Manager  
Re: Consideration of the Town Council Meeting Schedule for 2025  
Date: December 18, 2024

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### Background

Each December the Town Council has to post their regular meeting schedule for the coming year. If the Town Council wanted to change their regular meeting day or time, this would be the best time to do that.

I have attached a proposed schedule that has no changes to the current meeting date and time.

If you have any questions or concerns, please do not hesitate to contact me.



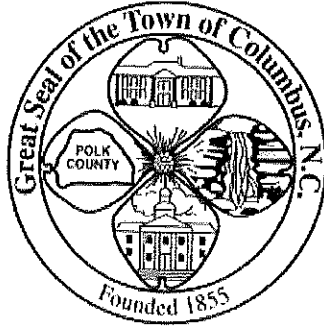
**Town of Columbus**  
PO BOX 146 · Columbus, NC 28722

**Regular Meeting Schedule of  
the Columbus Town Council  
2025**

**Council holds its regular monthly business meeting on the third Thursday of each month at 5:00 PM in Town Hall, located at 95 Walker Street, Columbus, NC\***

| <b>Meeting Type</b> | <b>Start Time</b> | <b>Meeting Date</b>          |
|---------------------|-------------------|------------------------------|
| <b>Regular</b>      | 5:00 pm           | Thursday, January 16, 2025   |
| <b>Regular</b>      | 5:00 pm           | Thursday, February 20, 2025  |
| <b>Regular</b>      | 5:00 pm           | Thursday, March 20, 2025     |
| <b>Regular</b>      | 5:00 pm           | Thursday, April 17, 2022     |
| <b>Regular</b>      | 5:00 pm           | Thursday, May 15, 2025       |
| <b>Regular</b>      | 5:00 pm           | Thursday, June 19, 2025      |
| <b>Regular</b>      | 5:00 pm           | Thursday, July 17, 2025      |
| <b>Regular</b>      | 5:00 pm           | Thursday, August 21, 2025    |
| <b>Regular</b>      | 5:00 pm           | Thursday, September 18, 2025 |
| <b>Regular</b>      | 5:00 pm           | Thursday, October 16, 2025   |
| <b>Regular</b>      | 5:00 pm           | Thursday, November 20, 2025  |
| <b>Regular</b>      | 5:00 pm           | Thursday, December 18, 2025  |

\*Council is at liberty to hold additional meetings and cancel or postpone regular meetings as it sees fit and necessary, with proper public notice in accordance with state laws.



## MEMORANDUM FOR TOWN COUNCIL MEETING

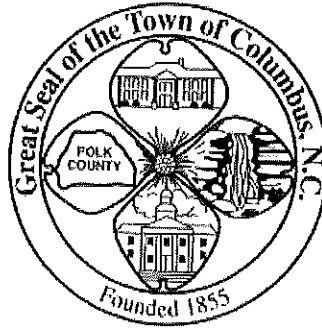
To: Mayor & Town Council  
From: Timothy J. Barth, Town Manager  
Re: Public Hearing to Consider Amending the UDO in Regard to TND Residential Density  
Date: December 18, 2024

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### Background

The public hearing is designed to allow the public to make comments on the issue, and it is required before an ordinance can be adopted to amend the UDO.

If you have any questions or concerns, please do not hesitate to contact me.



## MEMORANDUM FOR TOWN COUNCIL MEETING

To: Mayor & Town Council  
From: Timothy J. Barth, Town Manager  
Re: Consideration of Amending the UDO in Regard to TND Residential Density  
Date: December 18, 2024

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### Background

The Planning Board has examined the residential density of the TND (Traditional Neighborhood Development) zone. This is the zoning of the tract where the Jasminne Apartments, the future home of the YMCA, and the proposed home of the Enchanted Homes residences.

In the table below I have shown the current residential density and the proposed new density as recommended by the Planning Board.

| <u>Housing Type</u>            | <u>Current<br/>Density</u> | <u>Proposed<br/>Density</u> |
|--------------------------------|----------------------------|-----------------------------|
| Multi-family (apartments)      | 14/acre                    | 4/acre                      |
| Town Homes (attached)          | 12/acre                    | 4/acre                      |
| Single Family Homes (detached) | 7/acre                     | 2/acre                      |

If the Council is in agreement with the Planning Board then the motion would be to amend section 9.2(B) of the UDO to reflect the new densities in the appropriate places.

If you have any questions or concerns, please do not hesitate to contact me.

December 18, 2024 Town Manager's Report  
*Prepared for Columbus Town Council*  
*Friday December 13, 2024*

- 1) **January Council Meeting:** The January Town Council meeting is scheduled for January 16. Please make sure it is on your calendar.
  
- 2) **Christmas Holiday:** The Town Hall will be closed on Tuesday December 24, Wednesday December 25 and Thursday December 26 for Christmas.
  
- 3) **New Year's Holiday:** The Town Hall will be closed on Wednesday January 1 for New Year's Day.
  
- 4) **FEMA:** FEMA has assigned someone to assist the Town with reporting damages from Helene. Myself and certain other staff members will be meeting with them weekly until we can get everything reported the way it needs to be reported.

## Public Works Weekly Report

November 12<sup>th</sup>-15<sup>th</sup>, 2024

- Public works unclogged two sewer lines. One was located at the welcome center and the other was at 222 E Mills Sreet.
- Public works changed out an aerator at the WWTP.
- Public works ran the sewer camera to see what was causing an issue on a sewer main at 478 Houston Road.
- Monthly meter reading was completed.
- Weekly brush was picked up.
- Weekly bills were coded to be paid.
- Daily locate tickets were marked.
- Daily well and sewer pump stations were checked.
- Daily work orders were completed.

## Public Works Weekly Report

November 18<sup>th</sup>-22<sup>nd</sup>, 2024

- Public works flushed fire hydrants in Morgan Chapel due to discolored water.
- Public works serviced equipment during the rainy days this week.
- Public works got out all Christmas lights in preparation for decorating the park and throughout the town.
- Public works wrapped the trees in Stearns Park with Christmas lights.
- Re-read list was completed.
- Public works cut up a tree in Beechwood that fell.
- Weekly brush was picked up.
- Weekly bills were coded to be paid.
- Daily locate tickets were marked.
- Daily well and sewer pump stations were checked.
- Daily work orders were completed.

## Public Works Weekly Report

November 25<sup>th</sup>-27<sup>th</sup>, 2024

- Public works put up snowflakes on the poles throughout town.
- Public works unclogged a sewer service located at 104 E Constance Street.
- Public works put up the Christmas decorations in Stearns Park before the thanksgiving holiday this week.
- Weekly brush was picked up.
- Weekly bills were coded to be paid.
- Daily locate tickets were marked.
- Daily well and sewer pump stations were checked.
- Daily work orders were completed.



## Public Works Weekly Report

December 2<sup>nd</sup>-6<sup>th</sup>, 2024

- Public works started the yearly leaf pick up. We picked up sixteen loads of leaves for the week.
- Public works put up the screen around the gazebo in Stearns Park for Santa and event after the parade.
- Public works unclogged three sewer service lines. They were located at 327 Blanton Street, 23 Skyuka Road and Hope Valley Lane.
- Public works took three tables, ten chairs, two drop cords and a tent to Stearns Park for Christmas in the park event.
- Weekly brush was picked up.
- Weekly bills were coded to be paid.
- Daily locate tickets were marked.
- Daily well and sewer pump stations were checked.
- Daily work orders were completed.

# Columbus Police Department

## Monthly Activity Report

November 2024

### Calls Answered

|                              |            |
|------------------------------|------------|
| Wrecks                       | 5          |
| Alarm Calls                  | 12         |
| Domestic                     | 1          |
| Suspicious Vehicles          | 1          |
| Suspicious Person            | 6          |
| Assist Fire/EMS              | 0          |
| Larceny                      | 0          |
| Stranded Motorists           | 1          |
| Disturbance                  | 5          |
| Involuntary Commitments      | 0          |
| Breaking & Entering          | 0          |
| Suicide Threat               | 0          |
| Hit and Run                  | 0          |
| Stolen Vehicle               | 0          |
| <b>Total Calls Answered:</b> | <b>674</b> |

### Premise Checks

|                     |              |
|---------------------|--------------|
| Residence Checks    | 160          |
| Business Checks     | 8983         |
| Church Checks       | 422          |
| <b>Total Checks</b> | <b>9,565</b> |

### Charges

|                               |            |
|-------------------------------|------------|
| Speeding Citations            | 43         |
| No Operators License          | 5          |
| Driving While License Revoked | 15         |
| Drug Charges                  | 1          |
| Uninsured Motorists           | 12         |
| Careless & Reckless Driving   | 4          |
| Registration Violations       | 70         |
| Open Container                | 3          |
| <b>Total Charges</b>          | <b>219</b> |
| (Traffic & Criminal)          |            |

### Arrests

|                      |           |
|----------------------|-----------|
| Felony Arrests       | 1         |
| Misdemeanor Arrests  | 6         |
| DWI                  | 3         |
| Fugitives Arrested   | 3         |
| <b>Total Arrests</b> | <b>13</b> |

### Requested to Assist Sheriff's Office, City Police Departments & Other Agencies

|       |      |
|-------|------|
| Calls | 6    |
| Hours | 4.20 |

Community Patrols – 762

### Training Topics

Bloodborne Pathogens  
CPR Class

**Total Training Hours: 24**

# **COLUMBUS POLICE DEPARTMENT**

## **Department Head Report**

December 18<sup>th</sup>, 2024 Council Meeting

*Scott Hamby, Chief*

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- Statistical Data
- November 25<sup>th</sup>, Sgt. Ford and Officer Queen received their certification for Critical Incident Training. This is the first time this training was offered in Polk County.
- Hunter Bradley, future employee, will start BLET on December 30<sup>th</sup>.
- December 7<sup>th</sup>, the 2024 Christmas Parade held in the Town of Columbus was a success.

Town of Columbus  
Minutes of the ABC Board  
November 19, 2024

Chair Hamby called the meeting to order at 3:30pm. In attendance were Chair Kelly Hamby, Member David Thompson, Member Cindy Gibson, Manager Diane Fields, and Finance Officer Charlotte Sullivan.

**Regular Meeting**

**1. Agenda Adoption**

Chair Hamby made a motion to approve the agenda, seconded by Board Member Gibson. Motion carried.

**2. Public Comments**

There were no public comments.

**3. Ethical Statement & Minutes**

Chair Hamby read the following ethical statement:

*"In accordance with GS 18B-201, it is the duty of every Board Member to avoid both conflicts of interest and appearance of conflicts. Does any member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today?"*

All board members responded no.

**4. Consent Agenda**

- a) Approve minutes for October 15, 2024

Chair Hamby made a motion to approve the consent agenda, seconded by Board Member Thompson.

**5. Financials**

See attached.

**6. Manager's Report**

**STAFF**

- We are seeing an increase in bar orders on Friday and Saturday. I have added 2 hours to the schedule on Friday and Saturday to allow clerks to process orders. If that trend stops, I will cut the hours back. I adjusted their times during the week so there is no net increase in hours.
- One employee has reached their 1-year anniversary. I did the review which was excellent.

**ACCOUNTING**

- **SALES:**
  - We were without power on 10/1 due to Helene damage to infrastructure. This cost us 2 days of sales in September, and 1 day of sales for October.
  - October sales last year: \$96,724.23
  - October sales this year: \$100,578.23 – up 4% from last year.
  - Gross Sales July – Oct 2023: \$362,406.92
  - Gross Sales July – Oct 2024: \$389,716.08 – Up 8% over 2023 sales.
  - Mix Bev sales may go down due to closures caused by Helene. Green River BBQ had a mud slide and doesn't know when they can re-open. Most of the restaurants in Saluda are back open.
- **BUDGET:**

- Sharon and I reviewed the budget and current/projected expenses and they actually look very close. No amendment is requested at this time.
- **INVENTORY:**
  - Inventory was done on Sunday, November 11<sup>th</sup>. No issues.
- **INVOICE APPROVAL AND CHECK SIGNING**
  - Discuss best procedure.
- **EMC Insurance** – Our premium is going up from \$443.50 to \$533.00 per month. I had trouble understanding the increase so I met with our agent Debbie Trivett on Tuesday 11/5/24. She showed me that part of the increase was due to a payroll increase for FY 23/24. When they did the audit in July, we were short on the worker's compensation premium. The second part of the increase was where they did a "Change Endorsement" for FY 24/25 to include this difference in this Fiscal Year's premium. If the payroll goes down this year, they will give us a credit. If it goes up from last year, the audit will only include the increase rate for this FY.
- **OTHER**
  - The Fitzgerald has opened in Tryon. The state automatically assigned them to Tryon ABC, but they are buying from us – their choice.
  - Our Christmas order arrived on 10/24/24. Because they will put most of these items on sale in December, we have put some of them on the shelves. We are holding the egg nogs until mid-November as they will be more in demand then.
  - We adjusted our hours temporarily due to issues related to Helene. As there were no issues, we went back to 10:00 am – 8:00 pm all week beginning 11/4/24.
  - We are looking at some new products to replace some that have been discontinued.
  - Charity for donating proceeds. One of our vendors sent me this information for consideration of donating some of our proceeds.
    - My name is Jill Schwarzkopf and I founded Sleep Tight Kids in 2009. We are a 501c3 providing newly purchased necessities to children and families with our connections with DSS in over 13 counties in Western NC as well as orphanages and foster homes. Our focus right now is to provide lifesaving items such as heaters, blankets, & clothing as winter is approaching quickly and there are many families displaced due to Hurricane Helene. Our organization is 100% volunteer based so your donation goes directly to purchasing necessary items for families. To get a glimpse of this grass roots charity in action, click this link... [Sleep Tight Kids Helene](https://www.youtube.com/watch?v=SleepTightKidsHelene) [youtu.be](https://www.youtube.com/watch?v=SleepTightKidsHelene) Visit our website for many details about what we do here.. <https://sleeptightkids.org/>. To donate online and receive and receipt immediately, please visit: [profile](https://sleeptightkids.org/profile) [sleeptightkids.jpg](https://sleeptightkids.org/profile) Checks can be made and mailed to: Sleep Tight Kids, 110 Doveridge Drive, Columbus, NC 28722. Grateful beyond measure for any contribution you could make. Thank you for dreaming with me. Warmly, Jill

## **7. Approve Invoices/Sign Checks**

Board Members approved/signed invoices and checks.

## **8. Announcements**

The next meeting is scheduled for December 17<sup>th</sup> at 3:30pm.

## **9. Adjourn**

The meeting is adjourned at 5:03 pm.

**Town of Columbus Board of Alco**  
**Profit and Loss**  
July - October, 2024

|                                    | <u>Total</u>         |
|------------------------------------|----------------------|
| <b>Income</b>                      |                      |
| ABC Sales                          |                      |
| 405-01 LBD Sales                   | 57,293.80            |
| Liquor                             |                      |
| 401-01 Liquor Sales                | 307,833.91           |
| Total Liquor                       | <u>\$ 307,833.91</u> |
| Total ABC Sales                    | <u>\$ 365,127.71</u> |
| Services                           |                      |
| 406-01 Delivery Fees for LBD's     | 60.00                |
| Total Services                     | <u>\$ 60.00</u>      |
| Total Income                       | <u>\$ 365,187.71</u> |
| <b>Cost of Goods Sold</b>          |                      |
| 601-01 Cost of Liquor              | 195,369.97           |
| 602-01 Cost of Mixers/wine         | 18.90                |
| Total Cost of Goods Sold           | <u>\$ 195,388.87</u> |
| Gross Profit                       | <u>\$ 169,798.84</u> |
| <b>Expenses</b>                    |                      |
| 529-00 LDB Mix Bev Tax             | 3,187.92             |
| 530-00 NC Dep Health HS            | 318.80               |
| 531-00 NC Excise Tx BC775 Line 5   | 59,255.77            |
| 532-00 Bot Rehab BC 777            | 740.65               |
| 533-00 Liquor Sales Tax - E-500E   | 0.00                 |
| 534-00 Mixers/Wine Sales Tax E-500 | 2.88                 |
| 701-01 Salaries                    | 40,852.79            |
| 701-70 Board Member Comp           | 2,400.00             |
| 702-00 FICA Tax                    | 3,308.89             |
| 703-00 State Retirement            | 2,345.17             |
| 710-00 Store Rent                  | 8,148.00             |
| 711-00 Depreciation exp            | 1,508.20             |
| 712-00 Building Maintenance        | 140.00               |
| 714-00 Utilities- Store            | 2,762.88             |
| 720-00 Insurance- General          | 3,860.00             |
| 722-00 Store Supplies              | 1,033.42             |
| 723-00 Mileage Deliv/Pickup        | 213.73               |
| 724-00 Staff Development           | 690.90               |
| 726-00 Postage                     | 141.00               |
| 741-70 IT Svcs/Subscriptions       | 2,400.48             |
| 742-70 Dues/Subscriptions          | 530.44               |
| 745-70 Auditing Services           | 6,000.00             |

|                          |    |            |
|--------------------------|----|------------|
| 750-70 Alarm Svc         |    | 205.56     |
| 774-00 Merchant Svc Fees |    | 4,471.60   |
| 775-01 Banking Fees      |    | 413.29     |
| Total Expenses           | \$ | 144,932.37 |
| Net Operating Income     | \$ | 24,866.47  |
| Other Income             |    |            |
| Other Income             |    |            |
| Interest earned          |    |            |
| 411-00 Investment Income |    | 554.29     |
| Total Interest earned    | \$ | 554.29     |
| Total Other income       | \$ | 554.29     |
| Total Other Income       | \$ | 554.29     |
| Net Other Income         | \$ | 554.29     |
| Net Income               | \$ | 25,420.76  |

Monday, Nov 18, 2024 08:20:19 AM GMT-8 - Accrual Basis

**Town of Columbus Board of Alco**  
**Profit and Loss**  
October 2024

|                                  | <u>Total</u> |
|----------------------------------|--------------|
| Income                           |              |
| ABC Sales                        |              |
| 405-01 LBD Sales                 | 12,232.23    |
| Liquor                           |              |
| 401-01 Liquor Sales              | 82,506.05    |
| Total Liquor                     | \$ 82,506.05 |
| Total ABC Sales                  | \$ 94,738.28 |
| Services                         |              |
| 406-01 Delivery Fees for LBD's   | 60.00        |
| Total Services                   | \$ 60.00     |
| Total Income                     | \$ 94,798.28 |
| Cost of Goods Sold               |              |
| 601-01 Cost of Liquor            | 50,448.30    |
| Total Cost of Goods Sold         | \$ 50,448.30 |
| Gross Profit                     | \$ 44,349.98 |
| Expenses                         |              |
| 529-00 LDB Mix Bev Tax           | 884.69       |
| 530-00 NC Dep Health HS          | 88.47        |
| 531-00 NC Excise Tx BC775 Line 5 | 16,476.25    |
| 532-00 Bot Rehab BC 777          | 211.38       |
| 701-01 Salaries                  | 11,857.74    |
| 701-70 Board Member Comp         | 600.00       |
| 702-00 FICA Tax                  | 953.05       |
| 703-00 State Retirement          | 623.86       |
| 710-00 Store Rent                | 2,037.00     |
| 711-00 Depreciation exp          | 377.05       |
| 712-00 Building Maintenance      | 40.00        |
| 714-00 Utilities- Store          | 389.69       |
| 720-00 Insurance- General        | 2,586.80     |
| 723-00 Mileage Deliv/Pickup      | 93.13        |
| 741-70 IT Svcs/Subscriptions     | 92.67        |
| 742-70 Dues/Subscriptions        | 243.82       |
| 745-70 Auditing Services         | 6,000.00     |
| 774-00 Merchant Svc Fees         | 972.20       |
| 775-01 Banking Fees              | 150.34       |
| Total Expenses                   | \$ 44,678.14 |
| Net Operating Income             | -\$ 328.16   |
| Other Income                     |              |
| Other income                     |              |



|                          |    |        |
|--------------------------|----|--------|
| Interest earned          |    |        |
| 411-00 Investment Income |    | 344.91 |
| Total Interest earned    | \$ | 344.91 |
| Total Other income       | \$ | 344.91 |
| Total Other Income       | \$ | 344.91 |
| Net Other Income         | \$ | 344.91 |
| Net Income               | \$ | 16.75  |

Monday, Nov 18, 2024 08:18:20 AM GMT-8 - Accrual Basis

Financial Report for Columbus ABC Board  
Date Oct-24

*Profit & Loss Statement*  
*This is a summary of the revenue (sales), expenses, and net income of the store for a specific period of time.*

Sales

| October   | Year to Date |
|-----------|--------------|
| 94,738.28 | 365,187.71   |

Cost of Goods Sold

| October   | Year to Date | Liquor is purchased and increases inventory. |
|-----------|--------------|--|
| 50,448.30 | 195,388.87   |  |

Gross Profit

| October   | Year to Date |
|-----------|--------------|
| 44,349.98 | 169,798.84   |

Expenses

| October   | Year to Date |
|-----------|--------------|
| 44,678.14 | 144,932.37   |

Net Operating Income

| October                        | Year to Date |
|--------------------------------|--------------|
| (328.16)                       | 24,866.47    |
| Net Income (Includes Interest) |              |
| 16.75                          | 25,420.76    |

|                             |              |
|-----------------------------|--------------|
| Bank Balance                | \$153,248.13 |
| Investment Balance -        | \$85,554.29  |
| Interest for Oct Investment | \$ 344.91    |