

W. Town of Wingate

Annual Budget Message FY2018-2019

Mayor
Bill Braswell

Board of Commissioners

Gary Hamill
Peggy Taylor
John Magnum
Brent Moser
Johnny Lowery

Prepared By:
Town Manager
Patrick K. Niland



Pursuant to Section 159-11 of the North Carolina General Statutes, the Town of Wingate’s proposed budget for the fiscal year beginning July 1st 2018 and ending June 30th 2019 is submitted for your consideration.

General Fund

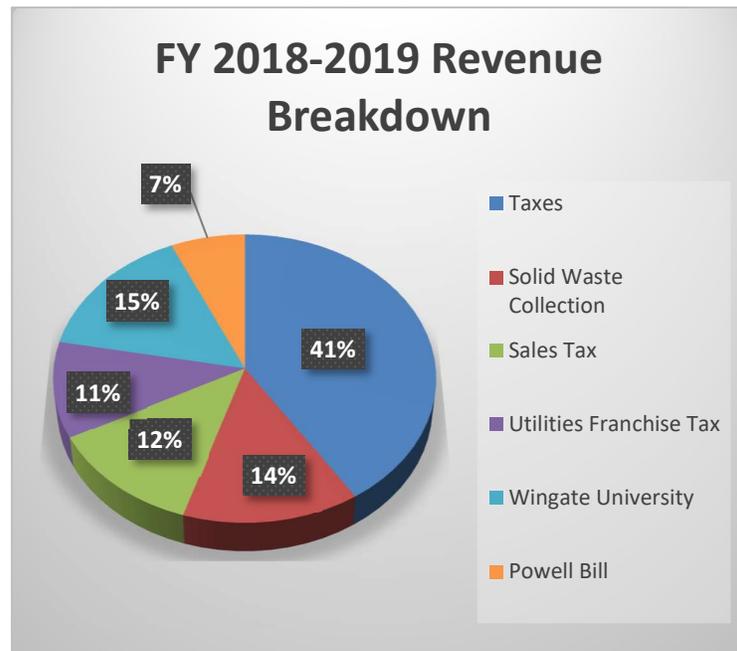
Revenue

The town’s four largest revenue streams are Property Tax, Sales and Use Tax, Franchise Utility Tax, and an annual contribution from Wingate University. The proposed property tax rate for FY2017-2018 is \$.43 per \$100 of valuation. There is no increase in the tax rate from FY2017-2018. The Town of Wingate’s projected tax revenue is \$544,260.70. This includes both real and motor vehicle property with a collection rate of 99%. The town’s total valuation is \$127,699,799.

Sales Tax, Franchise Utility Tax, Powell Bill, and other state shared revenues are all projected to be stable for the coming fiscal year.

The Town was notified that that our solid waste provider was increasing rates 2.4% starting July 1, 2018. As part of this budget the monthly fee that a citizen pays will increase from \$18.91 to \$19.36.

Wingate University has also increased their contribution from \$185,000 to \$215,000.



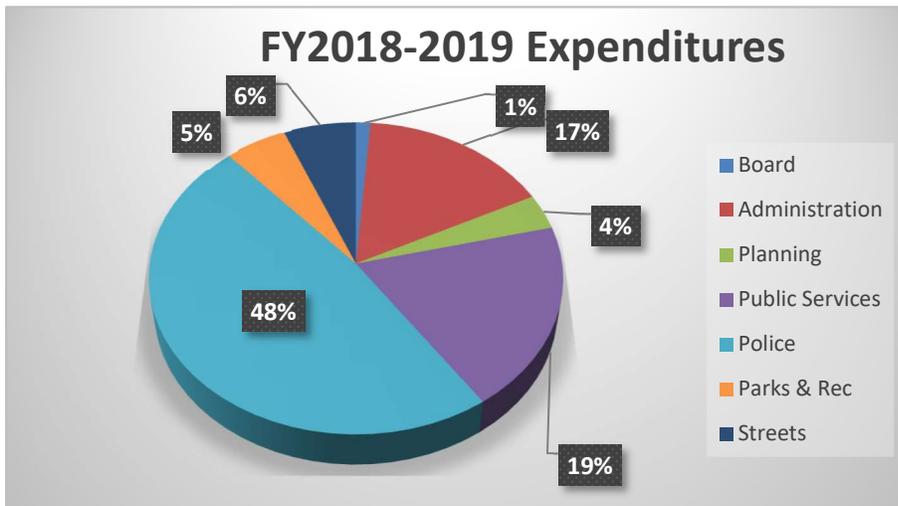
Expenditures

Fire Department/Town Hall

FY2017-2018 was the first full fiscal year the town and the fire department shared the government center. Of the total payment for the building (\$135,777); of this \$88,247 will come from the general fund. Another \$15,000 in utilities is budgeted to cover the fire departments portion.

Police Department

FY2017-2018 was the first formal year for our part-time police department. Some of the benefits include being able to get our full-time people time off, covering off-duty shifts for the University, and has allowed us to fill full-time vacancies quicker when they are open. We have budgeted \$40,000 for part-time police shifts. We have also allocated \$20,000, to be included with the \$20,000 from FY17-18 to complete the architectural plans for the combination campus safety, town police building.



Administration

The largest increase to the administration department is the inclusion of the debt service payment for the new Town Hall/Fire Department Facility. Outside of the debt service payment, the administration department remains largely unchanged.

Health Insurance

Last year, the town decided to switch health care providers from Aetna to United Health. By doing so, we were able to avoid a significant increase, and offer benefits not previously offered. For FY2018-2019, we have been notified that our premiums will increase 2.7%.

Streets

The town is currently in the process of creating our pavement preservation program. This program will include new processes not used by the town. These include crack sealing, full depth reclamation, and sealcoat overlays. We hope to formalize this program sometime early in the fiscal year.

Water & Sewer Fund

The Town of Wingate continues working on three capital projects for the water system. Faculty Drive, Old Hwy 74, and Evans Street all have galvanized water lines that will be replaced with PVC. With the exception of the environmental review, these projects are being funded 100% by the county's CDBG program. These projects were submitted to CDBG in 2015 and since then construction cost's have increased significantly. Unfortunately, the funding that was in place in 2015 will not cover the cost of these three projects. We are currently working with the county to prioritize which project will be completed first. We do anticipate completing all projects, they may just have to be spread over a few years.

As of May 24th, we have not been notified by Union County of a rate increase for either water or sewer. We do however anticipate that an increase is coming. In order to keep up with inflation and prepare for the increase, we anticipate we have moderately increased both water and sewer rates. A citizen using 5,000 gallons of water and sewer can expect to pay \$2.87 more for water and \$1.50 more for sewer.

Patrick K. Niland
Town Manager

General Fund Revenues

Account #	Account Name	2018-2019
Revenue		
10-3000-1000	Miscellaneous Incom8	\$1,000.00
10-3000-1200	Privilege Licenses	\$200.00
10-3000-1400	Zoning Fees	\$3,000.00
10-3000-1500	ABC Distribution	\$42,000.00
10-3000-1550	ABC Law Enforcement	\$4,000.00
10-3000-2100	Park Facility Rental	\$13,000.00
10-3000-4000	Wingate University	\$210,000.00
10-3000-5000	Parking Tickets	\$1,500.00
10-3000-5100	Drug Tax Money	\$500.00
10-3000-5500	General Fund Interest	\$3,000.00
10-3000-6000	Court Fees	\$1,000.00
10-3000-7000	Festival Donations	\$10,000.00
10-3010-0100	Ad Valorem Taxes -Prior Year	\$10,000.00
10-3010-0200	Ad Valorem Taxes-Current Year	\$479,995.37
10-3010-0300	Automobile Taxes	\$64,265.33
10-3010-0400	Ad Valorem Penalties & Interest	\$6,000.00
10-3100-1000	Cemetery Fund Income	\$3,000.00
10-3100-2000	Cemetery Fund Interest	\$200.00
10-3400-0000	Solid Waste Collection	\$197,120.00
10-3500-0100	NC DOR SALES & USE	\$170,000.00
10-3500-0200	SOLID WASTE DISPOSAL TAX	\$2,000.00
10-3500-0300	BEER/WINE TAX	\$15,000.00
10-3500-0700	Utilities Franchise Tax	\$147,000.00
10-3500-5000	Powell Bill Allocation	\$92,000.00
10-3500-5500	Powell Bill Interest	\$250.00
10-3990-0100	APPROPRIATED FUND BALANCE	\$20,000.00
Totals		\$1,496,030.70
Total General Fund Revenue		\$1,496,030.70

General Fund Expenditures

Account #	Account Name	FY 2018-2019
4100 - Mayor & Board		
10-4100-0200	Salaries - Board	\$16,200.00
10-4100-0500	FICA Expense	\$1,296.00
10-4100-0900	Workers Comp.	\$108.00
10-4100-1400	Travel & Training Board	\$1,000.00
10-4100-9970	Contingency	
Totals		\$18,604.00
4200 - Administration		
10-4200-0189	Retiree Stipend	\$1,440.00
10-4200-0200	Salaries - Admin	\$61,155.19
10-4200-0205	Salaries - Internship	\$4,000.00
10-4200-0210	Housing Allowance	\$1,080.00
10-4200-0220	Auto Allowance	\$1,440.00
10-4200-0500	FICA	\$5,212.42
10-4200-0600	Group Insurance	\$8,258.27
10-4200-0700	Retirement	\$4,892.42
10-4200-0800	401 (k) EMPLOYER MATCH	\$3,057.76
10-4200-0900	Workers Comp	\$850.00
10-4200-1100	Communications	\$3,500.00
10-4200-1200	Postage	\$500.00
10-4200-1300	Advertising	\$1,500.00
10-4200-1350	Dues & Subscriptions	\$5,500.00
10-4200-1400	Travel & Training	\$6,000.00
10-4200-1600	Maint. & Repair Equipment	\$1,000.00
10-4200-1800	Maint. & Repair Building	\$4,000.00
10-4200-2000	Petty Cash	\$200.00
10-4200-2100	Computer Support	\$5,000.00
10-4200-3200	Supplies	\$2,500.00
10-4200-3300	Equipment	\$1,500.00
10-4200-4000	Liability Insurance	\$6,000.00
10-4200-5000	Legal Fees	\$500.00
10-4200-5201	Debt-Principal	\$34,445.00
10-4200-5202	Debt-Interest	\$53,690.00
10-4200-5600	Bank Fees	\$5,000.00
10-4200-5700	Miscellaneous	\$3,000.00
10-4200-5800	Town Hall Utilities	\$3,500.00
10-4200-5850	Transfer to USDA Capital Reserve	\$8,824.75
10-4200-7300	Professional Services	\$1,000.00
10-4200-7400	Capital Outlay	\$3,000.00

Totals		\$241,545.81
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4300 - Planning

10-4300-0200	Salaries Planning	\$1,000.00
10-4300-0500	FICA	\$225.00
10-4300-1250	Signs - Planning	\$200.00
10-4300-1400	Travel & Training	\$2,000.00
10-4300-7300	Professional Services	\$50,260.51

Totals		\$53,685.51
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4400 - Public Services

10-4400-0000	Collection Fees	\$9,000.00
10-4400-2200	Auditing Fees	\$8,000.00
10-4400-3000	Cemetery Mowing	\$5,500.00
10-4400-8000	Street Lights	\$35,000.00
10-4400-8100	Street Name Signs	\$5,000.00
10-5200-9125	Red Cross	\$1,000.00
10-5200-9200	Christmas Decorations	\$2,000.00
10-5200-9250	Summer Fun Festival	\$25,000.00
10-4400-9900	Solid Waste Collection Fees	\$145,408.00
10-4400-9950	Recycling Fees	\$49,152.00

Totals		\$285,060.00
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5000 - Fire Department

10-5000-1100	Communications	\$4,000.00
10-5000-2000	Computer Support	\$3,000.00
10-5000-1800	Maint.. & Repair - Building	\$1,000.00
10-5000-5800	Utilities - Fire	\$7,000.00

Totals		\$15,000.00
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5100 - Police

10-5100-0200	Salaries	\$369,493.02
10-5100-0205	Salaries - Part Time	\$40,000.00
10-5100-0210	Housing Allowance	\$1,200.00
10-5100-0500	FICA	\$32,759.44
10-5100-0600	Group Insurance	\$54,600.00
10-5100-0700	Retirement	\$29,559.44
10-5100-0800	401k	\$18,474.65
10-5100-0900	Workers Comp	\$14,000.00
10-5100-1100	Communications	\$13,000.00
10-5100-1200	Postage	\$500.00
10-5100-1350	Dues & Subscriptions	\$2,000.00

10-5100-1400	Travel & Training	\$4,000.00
10-5100-1600	Maint. & Repair Equipment	\$4,000.00
10-5100-1700	Maint. & Repair Auto	\$15,000.00
10-5100-1800	Maint. & Repair Building	\$1,000.00
10-5100-1850	Data Hosting	\$9,000.00
10-5100-2000	Computer Support	\$2,000.00
10-5100-3100	Fuel	\$20,000.00
10-5100-3150	Tires	\$3,000.00
10-5100-3200	Supplies Police	\$3,000.00
10-5100-3300	Equipment Police	\$7,000.00
10-5100-3600	Uniforms	\$4,000.00
10-5100-4000	Liability Insurance	\$7,500.00
10-5100-5700	Miscellaneous	\$2,000.00
10-5100-5800	Utilities Police	\$2,000.00
10-5100-7300	Professional Services	\$1,500.00
10-5100-7400	Capital Outlay	\$32,000.00
10-5100-9600	Transfer to Capital Projects	\$20,000.00
10-5100-7600	Rent	\$1.00
Totals		\$712,587.56

5400 - Parks and Recreation

10-5400-0200	Salaries - Park	\$31,438.75
10-5400-0205	Salaries - Part Time	\$0.00
10-5400-0210	Housing Allowance	\$480.00
10-5400-0500	FICA	\$2,515.10
10-5400-0600	Insurance	\$4,245.42
10-5400-0700	Retirement	\$2,515.10
10-5400-0800	401K	\$1,571.94
10-5400-0900	Workers Comp Park	\$1,800.00
10-5400-1000	Maint. & Repair Parks	\$7,000.00
10-5400-1100	Communications	\$1,000.00
10-5400-1300	Advertising	\$200.00
10-5400-1350	Dues & Subscriptions	\$500.00
10-5400-1960	Community Center Equipment	\$1,000.00
10-5400-3200	Supplies - Park	\$1,000.00
10-5400-3300	Equipment	\$4,000.00
10-5400-4000	Liability Insurance	\$2,000.00
10-5400-5201	Debt Principal	\$9,333.00
10-5400-5202	Debt Interest	\$917.00
10-5400-5800	Utilities Park	\$6,000.00
10-5400-7300	Professional Services - Park	\$31.51
Totals		\$77,547.82

5700 - Street

10-5700-1300	Traffic Control Streets	\$500.00
10-5700-1400	Street Signs	\$4,000.00
10-5700-1500	Maint.. & Repair Streets	\$12,000.00
10-5700-5700	Miscellaneous	\$1,500.00
10-5700-7000	Sidewalk Constructions	\$1,000.00
10-5700-7400	Capital Projects	\$73,000.00
Totals		\$92,000.00

Total General Fund Expenses

\$1,496,030.70

Water and Sewer Revenue

Account #	Account Name	FY 2018-2019
3700 - Water Revenue		
30-3700-5100	Water Sales	\$795,000.00
30-3700-5200	Misc. Fees	\$25,960.00
30-3700-5210	Water Tap Fees	\$20,000.00
30-3700-5500	Interest Income	\$500.00
30-3700-5750	Property Rental	\$24,000.00
30-3700-5800	Unapp. Fund Balance	
Totals		\$865,460.00
3800 - Sewer Revenues		
30-3800-5200	Wastewater Sales	\$945,000.00
30-3800-5210	Collection Line Tap Fees	\$45,000.00
30-3800-5500	Interest Income	\$500.00
30-3800-5800	Unapp. Fund Balance	
Totals		\$990,500.00
Total Water & Sewer Revenue		\$1,855,960.00

Water and Sewer Expenses

Account #	Account Name	FY 2018-2019
7120 - Water Expense		
30-7120-0189	Retiree Stipend	\$700.00
30-7120-0200	Salaries	\$184,749.22
30-7120-0205	Salaries Part Time	\$0.00
30-7120-0210	Housing Allowance	\$2,820.00
30-7120-0220	Auto Allowance	\$1,680.00
30-7120-0500	FICA	\$14,779.94
30-7120-0600	Insurance	\$24,948.15
30-7120-0700	Retirement	\$14,779.94
30-7120-0800	401(k)	\$9,237.46
30-7120-0900	Workers Comp	\$5,000.00
30-7120-1100	Communications	\$5,000.00
30-7120-1200	Postage	\$3,000.00
30-7120-1300	Advertising	\$250.00
30-7120-1350	Dues & Subscriptions	\$2,500.00
30-7120-1400	Travel & Training - Water	\$2,500.00
30-7120-1600	Maint. & Repair Equipment	\$500.00
30-7120-1700	Maint & Repair Auto	\$3,000.00
30-7120-1800	Maint & Repair Building	\$3,000.00

30-7120-1900	Maint & Repair Water Lines	\$10,000.00
30-7120-2000	Auditing Fees - Water	\$7,000.00
30-7120-2100	Computer Support	\$5,000.00
30-7120-3100	Fuel Expense	\$4,000.00
30-7120-3150	Tires - Water	\$1,500.00
30-7120-3200	Supplies	\$9,000.00
30-7120-3300	Equipment	\$500.00
30-7120-3500	Engineering	\$500.00
10-7120-3600	Uniforms	\$1,500.00
30-7120-4000	Liability Insurance	\$5,000.00
30-7120-5000	Legal Expense	\$1,000.00
30-7120-5201	Debt Principal	\$86,573.50
30-7120-5202	Debt Interest	\$65,290.50
30-7120-5600	Bank Fees	\$5,000.00
30-7120-5700	Misc. Exp	\$1,000.00
30-7120-5800	Utilities Water	\$10,000.00
30-7120-5900	Safety Equipment	\$500.00
30-7120-7300	Professional Services	\$1,000.00
30-7120-7400	Capital Outlay	\$2,000.00
30-7120-9510	Water Purchases	\$330,000.00
30-7120-9600	Water Testing	\$9,500.00
30-7120-9625	Transfer to USDA Capital Reserve - Water Line	\$4,206.60
30-7120-9635	USDA Short Lived Asset Reserve	\$3,958.00
30-7120-9650	Transfer To USDA Capital Reserve - Town Hall	\$2,376.45
30-7120-9700	Water Tank Maintenance	\$18,300.01

Totals

\$863,149.77

7130 - Sewer

30-7130-0189	Retiree Stipend	\$700.00
30-7130-0200	Salaries Wastewater	\$184,749.22
30-7130-0220	Salaries Part Time	\$0.00
30-7130-0210	Housing Allowance	\$2,820.00
30-7130-0220	Auto Allowance	\$1,680.00
30-7130-0500	FICA - Wastewater	\$14,779.94
30-7130-0600	Insurance	\$24,948.15
30-7130-0700	Retirement	\$14,779.94
30-7130-0800	401(K)	\$9,237.46
30-7130-0900	Workers Comp	\$5,000.00
30-7130-1100	Communications	\$5,000.00
30-7130-1200	Postage	\$3,000.00
30-7130-1300	Advertising	\$250.00
30-7130-1350	Dues & Subscriptions	\$1,500.00
30-7130-1400	Travel & Training - Sewer	\$2,500.00

30-7130-1600	Maint & Repair Office - Sewer	\$500.00
30-7130-1700	Maint & Repair Auto - Sewer	\$2,500.00
30-7130-1800	Maint & Repair Building - Sewer	\$3,000.00
30-7130-1950	Maint & Repair Sewer Lines	\$8,000.00
30-7130-2000	Auditing Fees - Sewer	\$6,500.00
30-7130-2100	Computer Support - Sewer	\$5,000.00
30-7130-3100	Fuel Expense - Sewer	\$4,000.00
30-7130-3150	Tires - Sewer	\$1,500.00
30-7130-3200	Supplies - Wastewater	\$3,500.00
30-7130-3300	Equipment - Sewer	\$500.00
30-7130-3500	Engineering - Sewer	\$1,000.00
10-7130-3600	Uniforms Sewer	\$1,500.00
30-7130-4000	Liability Insurance - Sewer	\$5,000.00
30-7130-5000	Legal Fees - Sewer	\$1,000.00
30-7130-5201	Debt Service Principal	\$76,744.50
30-7130-5202	Debt Service Interest	\$38,936.00
30-7130-5600	Bank Fees	\$5,000.00
30-7130-5700	Misc. Exp	\$1,000.00
30-7130-5800	Utilities Sewer	\$9,000.00
30-7130-5801	Utilities Pump Station	\$6,000.00
30-7130-5900	Safety Equipment - Sewer	\$500.00
30-7130-7300	Professional Services - Sewer	\$1,000.00
30-7130-7400	Capital Outlay - Sewer	\$2,945.54
30-7130-9650	Transfer TO USDA Capital Reserve Town Hall	\$2,376.50
30-7130-9510	Wastewater Treatment	\$534,862.99
Total Sewer Expenses		\$992,810.24
Total Water & Sewer Expenses		\$1,855,960.00



Fiscal Year 2018-2019 Fee Schedule

Attachment A

Solid Waste

	<u>In-Town Residents</u>	<u>Out-of Town Residents</u>	
Garbage & Recycling	\$19.36	\$38.72	Per month
Bulk Garbage Pickup	\$35.00	N/A	Plus landfill tipping fee

Utility Fees

Miscellaneous Utility Fees

Late Payment Fee	\$ 10.00	
Delinquency Fee for Non-Payment	\$ 30.00	
Utility Deposit		
Residential Account	\$0 - \$250	Depending on credit check
Commercial Account	Deposit based on credit check	
Meter Tampering Fee	\$ 100.00	
Temporary Service (72 hours or less)	\$ 30.00	Plus per gallon charge for water and sewer usage
Suspend Account (up to 3 months)	\$ 30.00	
Pool Meter Late Fee	\$2.00 per day	

Water

		<u>Inside</u>	<u>Outside</u>	
	Base Monthly Charge			
	¾" Meter	\$11.00	\$22.00	Includes 1 st 1,000 gallons
	1" Meter	\$20.35	\$40.70	Includes 1 st 1,000 gallons
	1 ½" Meter	\$46.41	\$92.82	Includes 1 st 1,000 gallons
	2" Meter	\$85.30	\$174.01	Includes 1 st 1,000 gallons
	3" Meter	\$221.34	\$442.68	Includes 1 st 1,000 gallons
	4" Meter	\$465.63	\$931.26	Includes 1 st 1,000 gallons
	6" Meter	\$632.52	\$1,265.04	Includes 1 st 1,000 gallons
	Fire Protection	\$11.00	\$22.00	Includes 1 st 1,000 gallons
All Meter Sizes	Usage Fee	\$5.05	\$10.10	Per 1,000 gallons; 1,001 – 9,999
gallons		\$6.75	\$13.50	Per 1,000 gallons; 10,000-19,999
gallons		\$8.00	\$16.00	Per 1,000 gallons; over 20,000
	Water Tap Fee			
	¾" Meter	\$500	N/A	
	1" Meter	\$650	N/A	
	1 ½" Meter	\$3000	N/A	
	2" or Larger	Material Cost plus 10%		
	Water Capacity Fee			
	¾" Meter	\$600	N/A	
	1" Meter	\$1,500	N/A	
	1 ½" Meter	\$3,000	N/A	
	2" Meter	\$4,800	N/A	
	3" Meter	\$13,500	N/A	
	4" Meter	\$30,060	N/A	
	6" Meter	\$42,060	N/A	



Fiscal Year 2018-2019 Fee Schedule

Attachment A

Sewer

Base Monthly Charge (based on the size of the water meter & the nature of the service provided)

¾" Meter	\$31.50	\$63.00
1" Meter	\$51.37	\$102.73
1 ½" Meter	\$98.18	\$196.35
2" Meter	\$168.53	\$337.07
3" Meter	\$438.88	\$877.75
4" Meter	\$945.74	\$1,891.49
6" Meter	\$1,337.09	\$2,674.17

All Meter Sizes Usage Fee \$5.05 \$10.10 Per 1,000 gallons

Sewer Tap Fee
 4" Service Connection \$630.00
 Larger than 4" Material Cost plus 10%

Sewer Capacity Fee

¾" Meter	\$2,783	N/A
1" Meter	\$7,009	N/A
1 ½" Meter	\$13,939	N/A
2" Meter	\$22,286	N/A
3" Meter	\$62,711	N/A
4" Meter	\$139,361	N/A
6" Meter	\$195,116	N/A

Parks & Recreation Fees

Park Rental Park reserved in 4-hour increments and can not be consecutive periods

	<u>In-Town Residents</u>	<u>Out-of Town Residents</u>
Deposit	\$50.00	\$ 50.00
Playing Field	\$25.00	\$100.00
Picnic Shelter	\$25.00	\$100.00

<u>Community Center</u>	<u>Private Use</u>
Deposit	\$100.00
2-Hour Rental	\$75.00
3-Hour Rental	\$125.00
4-Hour Rental	\$250.00
Per Hour After First Four Hours	\$ 50.00

The town will refund deposits if facilities require no cleanup or repair. Fees and deposits apply per use. One advance registration allowed per facility. All revenues received will be used for park operations and maintenance. Deposit and rental fees will be refunded minus \$25.00 if rental is cancelled at least 3 business days before reservation.

Concessions

Concession prices shall be set by the Recreation Director and approved by the Town Administrator. However, the Board of Commissioners reserves the right to adjust prices at their discretion.



Zoning Fees

Zoning Permit Application	Residential - \$75 Commercial - \$250
Accessory Building Permit	\$25
Zoning Use Permit	\$25
Zoning Verification Letter	\$25
Air Quality Letter	\$25
Rezoning Application	0 – 2 acres - \$300 2 – 10 acres - \$500 10+ acres - \$1000 + \$25 per acre (rounded to the nearest acre)
Zoning Text Change	\$400
Conditional Use Permit Application	\$350
Parallel Conditional Use Rezoning Application	\$700 + \$2.50 per adjacent owner
Telecommunication Tower Plan & Supporting Doc Review Fee	\$3,500
Variance Application	\$300
Zoning Appeal	\$200
Major Development Permit Application	\$250
Minor Subdivision Permit Application	\$150 + \$50 per lot
Major Subdivision Permit Application	0 – 10 acres - \$1000 + \$150 per acre (rounded to the nearest acre) 10+ acres - \$1500 + \$150 per acre (rounded to the nearest acre)
Final Subdivision Plat Review	\$250 + \$10 per lot
Surcharge for Planned/Cluster Developments	\$1,000
Surcharge for Traffic Impact Analysis paying all actual costs	\$700 deposit – Deposit will be applied to actual costs with applicant
Bond Renewal	\$50
Bond Release or Reduction	\$100
Sign Permit Application	\$50
Temporary Sign/Banner	\$10
Reinspection Fee	\$60
Sketch Plan Review	\$150
Permit Revision	Minor - \$100 Major - \$500
Engineer Review & Inspection Fee	\$100 per hour (minimum of one hour)
Attorney Fee	\$200 per hour or actual costs if higher
Construction Inspection Testing Fee	\$50 per lot with minimum charge of \$750
Application for Annexation	\$500
Request for Special Board of Adjustment Meeting	\$475
Request for Special Planning Board Meeting	\$475
Copy of Land Use Ordinance	\$35
Copy of Zoning Map	\$5 – small \$15 – large
Subdivision Ordinance	\$10
Copy Comprehensive Land Use Plan	\$50



Fiscal Year 2018-2019 Fee Schedule

Attachment A

Miscellaneous Fees

Mowing

Mow or weed eat at the request of the property owner	\$100.00 per hour	Minimum of 1 hour
Bush hog at the request of the owner	\$150.00 per hour	Minimum of 1 hour
Mow and/or weed eat as a result of code enforcement minimum of 1 hour	\$150.00 administrative fee	Plus \$125.00 per hour;
Bush hog as a result of code enforcement minimum of 1 hour	\$150.00 administrative fee	Plus 150.00 per hour;

Returned Check Charge \$25.00

Copy Charge	\$0.25 per page
Credit Card Usage Fee	\$3.00 per transaction
Notary Charge	Free for in-town residents \$5.00 for out-of-town residents
Fax Charge	\$1.00 per page outgoing \$0.25 per page incoming
Copy of Accident Report	\$2.00

Cemetery

Plots – sold in pairs	\$600 for in-town residents \$1,200 for out-of-town residents
Grave Marking Fee	\$100 during business hours \$200 after business hours
Cremation Lot	\$100.00
Grave Marking	\$25.00