



TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS MEETING MINUTES

110 West Allenton Street, Mount Gilead, North Carolina, 27306
February 4, 2020

The Mount Gilead Board of Commissioners met at 7:00 p.m. at Mount Gilead Fire Department, 106 East Allenton Street, Mount Gilead, North Carolina for the regular monthly business meeting.

Present were: Mayor Chip Miller, Mayor Pro Tem Tim McAuley, Commissioners Paula Covington, Vera Richardson and Mary Lucas, Town Manager Matt Christian, Police Chief Pat Preslar, Public Works Director Daniel Medley and Town Clerk Amy Roberts.

CALL TO ORDER – Mayor Miller called the meeting to order at 7:00 p.m.

MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE

ITEM I. ADOPTION OF AGENDA –Mayor Pro Tem McAuley made a motion to adopt the agenda as is. Commissioner Richardson seconded the motion. Agenda was unanimously adopted.

ITEM II. APPROVAL OF MINUTES
A. January 7, 2020 Regular Meeting Minutes
Commissioner Richardson made a motion to adopt the December 3, 2019 minutes. Mayor Pro Tem McAuley seconded the motion. Minutes were unanimously adopted.

ITEM III. PUBLIC COMMENT
None

ITEM IV. OLD BUSINESS
A. Code Enforcement Ordinances – An update was given on the three properties that have been out of compliance with Town Code Enforcement ordinance(s). Mayor Miller stated that he had personally spoken with two of the property owners and waiting on a call back from the third one. He feels like he made some progress. He requested, at the Board's pleasure, to continue to table moving forward with enforcement until the next meeting. The Board agreed to table until the next meeting.

ITEM V. NEW BUSINESS

A. Audit Presentation – Ms. Deneal Bennett, auditor with J. B. Watson and Co., presented the approved 2019 Financial Audit to the Board. She stated that overall the Town was in good financial standing.

B. Budget Amendment – BA2020-0204-01 was presented by Town Manager, Matt Christian. The Budget amendment is to allocate for extra expense to use for the Comprehensive Plan community meetings and add extra money for code enforcement. Commissioner Covington made a motion to approve the Budget Amendment. Commissioner Richardson seconded the motion. Budget amendment was unanimously approved.

C. Audit Contract – The 2020 audit contract from J. B. Watson and Co. was presented by Ms. Deneal Bennett, auditor, to the Board for approval. Commissioner Lucas made a motion to approve the contract as is. Commissioner Covington seconded the motion. Motion carried unanimously.

ITEM VI. STAFF REPORTS

Staff Reports were given by Matt Christian, Town Manager, Daniel Medley, Public Works Director and Pat Preslar, Police Chief. Reports were attached to Board packets.

ITEM VII. COMMISSIONER REPORTS


Commissioner Richardson reminded everyone of the Open House on February 25 at the new Montgomery County Schools CTE Building on Page Street in Troy and stated that everyone should go see the amazing work they have done and how beautiful it is.

ITEM VIII. CLOSED SESSION

None

ITEM IX. ADJOURNMENT

With no more business Mayor Pro Tem McAuley made a motion to adjourn the meeting. Commissioner Richardson seconded the motion. Motion carried and the meeting was adjourned.



Chip Miller, Mayor



Amy C. Roberts, Town Clerk



TOWN OF MOUNT GILEAD BOARD OF COMMISSIONERS AGENDA

110 West Allenton Street, Mount Gilead, North Carolina, 27306
February 4, 2020

The Mount Gilead Board of Commissioners will meet at 7:00 p.m. at Mount Gilead Fire Department, 106 East Allenton Street, Mount Gilead, North Carolina for the regular monthly business meeting.

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ITEM I. ADOPTION OF AGENDA

ITEM II. APPROVAL OF MINUTES

A. January 7, 2020 Regular Meeting Minutes (Action)

ITEM III. PUBLIC COMMENT

ITEM IV. OLD BUSINESS

A. Code Enforcement Ordinances (Information)

ITEM V. NEW BUSINESS

A. Audit Presentation (Information)

B. Budget Amendment(s) (Action)

C. Audit Contract (Action)

ITEM VI. STAFF REPORTS

(Information)

ITEM VII. COMMISSIONER REPORTS

ITEM VIII. CLOSED SESSION

ITEM IX. ADJOURNMENT

Agenda Packet

Table of Contents

MINUTES

- ❖ Meeting Minutes
 - January 7, 2020 Regular Meeting Minutes.....1

NEW BUSINESS

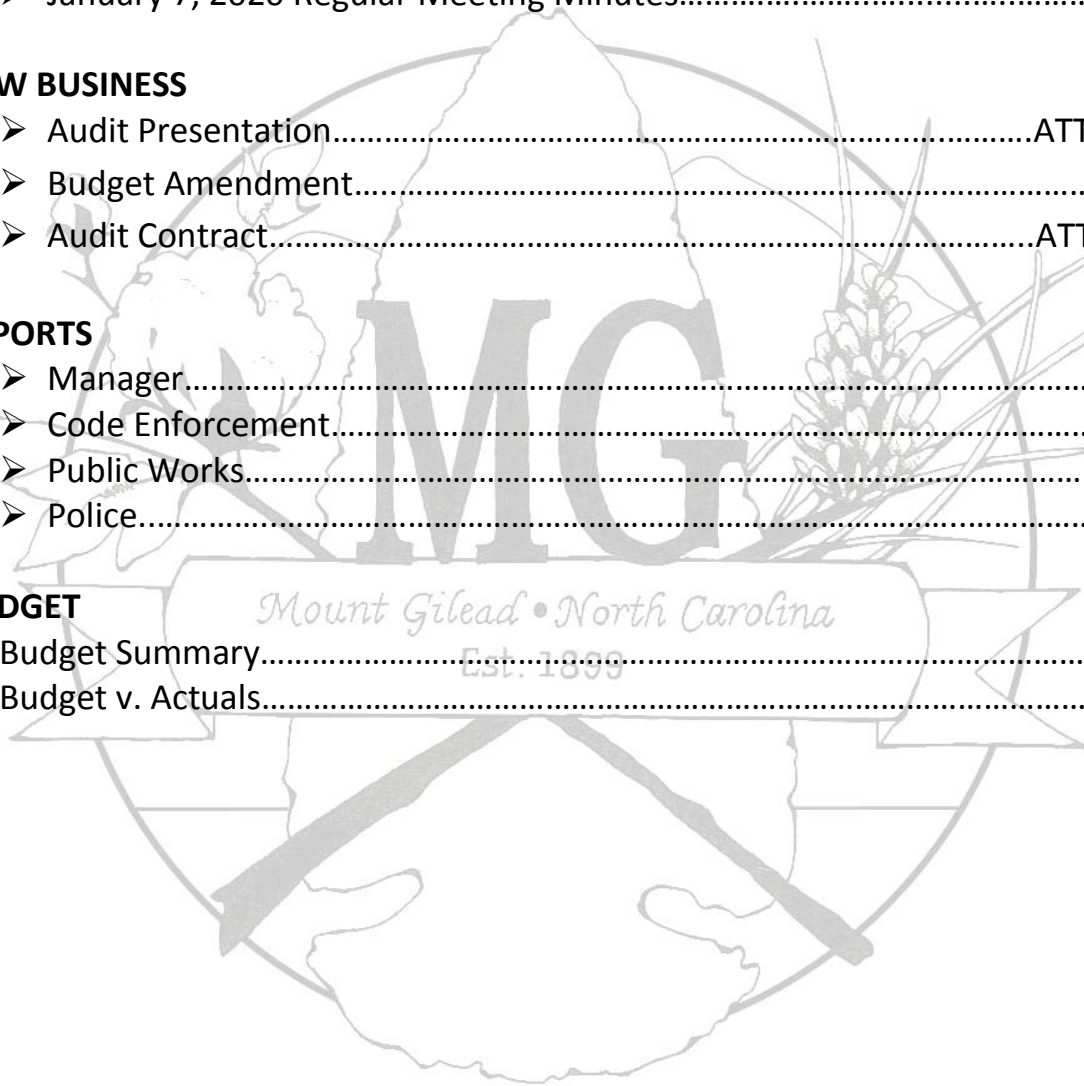
- Audit Presentation.....ATTACHED
- Budget Amendment.....3
- Audit Contract.....ATTACHED

REPORTS

- Manager.....4
- Code Enforcement.....5
- Public Works.....8
- Police.....10

BUDGET

- Budget Summary.....17
- Budget v. Actuals.....18





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Present were: Mayor Chip Miller, Mayor Pro Tem Tim McAuley, Commissioners Paula Covington, Vera Richardson and Mary Lucas, Town Manager Matt Christian, Police Chief Pat Preslar, Public Works Director Daniel Medley and Town Clerk Amy Roberts.

CALL TO ORDER – Mayor Miller called the meeting to order at 7:02 p.m.

MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE

ITEM I. ADOPTION OF AGENDA – Commissioner Covington made a motion to adopt the agenda as is. Mayor Pro Tem McAuley seconded the motion. Agenda was unanimously adopted.

ITEM II. APPROVAL OF MINUTES
A. December 3, 2019 Regular Meeting Minutes
Commissioner Richardson made a motion to adopt the December 3, 2019 minutes. Commissioner Covington seconded the motion. Minutes were unanimously adopted.

ITEM III. PUBLIC COMMENT
Commissioner Covington introduced Mr. Mickey Foster, newly hired CEO of FirstHealth of the Carolinas, Troy and Ms. Becky Carter, also of FirstHealth of the Carolinas. She gave a brief Bio of each of them. Mr. Foster and Ms. Carter spoke to the Board and told them some of the upcoming plans for FirstHealth of the Carolinas and how Mt. Gilead and other areas of the County would benefit from these plans.

Mr. Steve Jarvis – Davidson County – Mr. Jarvis introduced himself as a Candidate in the 2020 NC Senate race representing Davidson and Montgomery Counties. Mr. Jarvis served as a County Commissioner in Davidson County for several years and resides in Davidson County.

Mr. Jack Jordan, Mt. Gilead - Mr. Jordan expressed that he is a member of the Montgomery County Board of Health and a lifelong resident of Mt. Gilead. He wanted to thank the new CEO, Mr. Foster for keeping Montgomery FirstHealth Hospital here

in the county and that it is appreciated by all. He also wanted him to know how glad he is to see our local First Health EMS facility starting back up here in town.

ITEM IV. OLD BUSINESS

A. Code Enforcement Ordinances – Ordinances ordering the Town of Mount Gilead to proceed to effectuate the purpose of the Mt. Gilead Housing Code GS 160A-443 were presented to the Board for discussion and direction on how to proceed going forward. There are three (3) properties/property owners that have not complied with Code despite concerted efforts by Alliance Code Enforcement (ACE) to help them become compliant. ACE is now asking the Board for guidance on enforcing the codes for violation of these Town ordinances. After discussion, the Board asked if ACE could give these people 30 more days to comply and members of the Board along with Code Enforcement personally speak to and/or visit these property owners to be completely sure all measures have been exhausted before taking the next steps.

ITEM V. NEW BUSINESS

None

ITEM VI. STAFF REPORTS

Staff Reports were given by Matt Christian, Town Manager, Daniel Medley, Public Works Director and Pat Preslar, Police Chief. Reports were attached to Board packets.

ITEM VII. COMMISSIONER REPORTS

Concerned Citizens will be collecting new and gently used coats through the end of January for their annual Coats for Kids campaign. Coats can be dropped off at Town Hall or the MG Police Department.

ITEM VIII. CLOSED SESSION

None

ITEM IX. ADJOURNMENT

With no more business Mayor Pro Tem McAuley made a motion to adjourn the meeting. Commissioner Covington seconded the motion. Motion carried and the meeting was adjourned.

Chip Miller, Mayor

Amy C. Roberts, Town Clerk

TOWN OF MOUNT GILEAD

BUDGET AMENDMENT FY 2019-2020

Department: _____

Amendment # 2019-0204-01

Title/Project Name: BUDGET AMENDMENT

Date Processed: _____

Department Head Signature: _____

Page 1 of 1

Date of Approval by the Board: _____

Required Signatures

Department Head	_____	Date: _____
Manager	_____	Date: _____
Mayor	_____	Date: _____
Finance Director	_____	Date: _____

Notes: Amendments are required in all cases where budget line appropriations are expected to exceed fiscal year appropriations or when new grants or other funds which will be expended enter the town's system after the fiscal year budget ordinance is approved.

G/L ACCOUNT NUMBER	LINE ITEM DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET	NARRATIVE JUSTIFICATION FOR EACH INCREASE/DECREASE
10-320-33	Miscellaneous Donations	\$ -	\$ 2,650.00		\$ 2,650.00	Donation from Mount Gilead Community Foundation
10-550-56	Capital Outlay	\$ 63,250.00		\$ 2,700.00	\$ 60,550.00	Reduce capital expense
10-460-46	Contracted Services	\$ 42,000.00	\$ 4,850.00		\$ 46,850.00	Increase expenses for Mosaic contract addendum, and increase expense for code enforcement
10-460-46	Supplies	\$ 2,000.00	\$ 500.00		\$ 2,500.00	Increase expense for supplies (to be used for comprehensive plan community meetings)



TOWN OF MOUNT GILEAD MANAGER REPORT

110 West Allenton Street, Mount Gilead, North Carolina, 27306
February 2020

GENERAL UPDATES

- Post cards will be mailed to all property owners and utility customers announcing the Comprehensive Plan Community information meeting at Highland March 5. This included over 1,000 direct mailings.
- Completed annual performance reviews for all employees.
- The town has selected McGill to assist with updating the Town's Powell Bill map. This was advertised on the town website Jan 9 through Jan 24. Updating the map is required every 5 years.
- Met with owners of Tillery Tradition to discuss sewer service. I suggested they draft a memorandum of understanding to clarify the terms of our existing agreements.
- Annual Budget Retreat is scheduled for March 20-21. We will meet in the Thunderbird Room at Providence in The Pines.

PROJECT UPDATES

- Stanback Park Sidewalk: comments on cost estimates were received by NCDOT and forwarded to the engineer for revision. Once these cost estimates are approved, we will finalize our agreement with the engineer.
- Wastewater Rehabilitation Project (CWSRF Grant): The concrete floor and walls for the headworks structure are complete. Work at pump stations will begin this month. The next progress meeting is scheduled for February 27.
- Merger/Regionalization Feasibility Study: Montgomery County was awarded a grant to explore the feasibility of regionalizing utilities. No further updates at this time.

COMMUNITY CALENDAR

February 6 Civitan Pancake Supper – Methodist Church – 5-7pm
February 15 Black History Program – Highland Community Center
February 25 Career Technical Education Center Open House – 10am

COMMITTEE UPDATES

Planning and Zoning: Planning board met of January 16. A recombination plat was approved and we reviewed the most recent comprehensive plan documents.

Historic Preservation: No update.

Main Street: Met on January 21 with NC Dept. of Commerce representatives for first "Main Street 101" training sessions. These will continue for 2-3 months while we develop our annual planning documents. The next meeting is February 18.



Alliance Code
Enforcement LLC

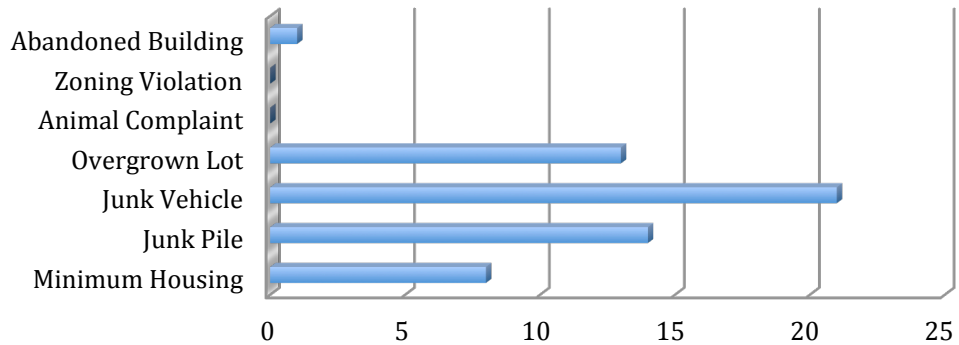
PROTECTING QUALITY OF LIFE
Monthly Report
Town of Mount Gilead

Updated
01/29/2020

JANUARY		
ADDRESS	VIOLATION	STATUS
500 W Allenton St	MH/JP/OL	OPEN
0 Industry Ave	AB/OL	OPEN
306 N Main St	MH/OL	OPEN
0 Julius Chambers Ave	MH/OL	OPEN
0 E Allenton	JV/JP	OPEN
0 Lumber St	MH/OL	OPEN
105 E Second St	MH/OL	OPEN
0 W Allenton St (419)	MH/JP/JV	OPEN
308 N Main St	MH/JP/OL	OPEN
101 N Main St	MH	OPEN
0 W Allenton St (437)	OL	ABATED
109 E Second St	JV/OL	OPEN
502 N Main St	OL/JV	OPEN
412 Julius Chambers Ave	JV	ABATED
105 E Haywood Ln	JV/JP	OPEN
104 E Second St	JV	ABATED
418 W Allenton St	JP	OPEN
100 Highland Ave	JV	OPEN
102 Highland Ave	OL	ABATED
205 N School St	JV	ABATED
519 N Main St	OL	ABATED
605 Julius Chambers Ave	OL	OPEN
418 N Main St	JV	ABATED
210 N School St	JV	OPEN
420 W Allenton St	JP	OPEN
101 Highland Ave	JV	ABATED
105 Sunrise Ave	JP	ABATED
202 E Allenton St	JP	OPEN
103 Highland Ave	JV	ABATED
106 Sunrise Ave	JP	ABATED
205 Sunrise Ave	JP	ABATED
432 S Wadesboro Rd	JV	OPEN
102 Highland Ave	JV	OPEN
403 Cedar St	JV	OPEN
303 Cedar St	JV	OPEN
302 Cedar St	JV	OPEN
416 W Allenton St	JV	OPEN

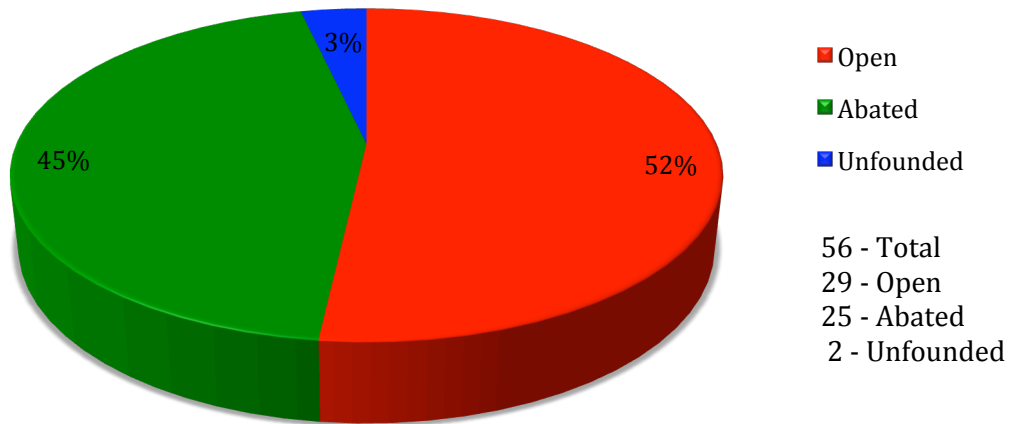


Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Animal Complaint	Zoning Violation	Abandoned Building
Violations by the Numbers	8	14	21	13	0	0	1

Fiscal Year Case Status





TOWN OF MOUNT GILEAD DEPARTMENT REPORTS

110 West Allenton Street, Mount Gilead, North Carolina, 27306
Feb, 2020

PUBLIC WORKS

The following is a list of the activities and duties performed by the Public Works Department in January 2020

Water/Sewer Services

1. Unclogged sewer on Cedar St
2. Repaired pump at lift Station # 11
3. Unclogged sewer on E. Haywood St
4. Read towns water meters
5. Assisted MGF in flow test for upcoming ISO rating

Repairs and Cleanup Activities

1. Cleaned All the Towns Entrances
2. Cleaned parks
3. Cleaned Pavilions
4. Repaired/ relocated banners torn down by winds and traffic
5. edging sidewalks and curbing in progress
6. removed Christmas lights and tree trough out town
7. Installed parking lot cameras at admin area

Equipment/Vehicle Maintenance

1. Regular oil checks
2. Equipment oil checks

Routine Monthly Activities

- Lift stations 1-15 - weekly checks
- Non-payment cutoffs - Completed -10
- Cleaned curbs and gutters on Julius Chambers, W. Allenton St, N. Main, E. Allenton
- Other street cleaning removing trash from right-of-way.
- Cleaned park

Completed Projects

60' and 40" pipe on Haywood St and Roosevelt St complete

In Progress Projects

Paving of Haywood and Roosevelt St in progress waiting on optimal weather to pave repair area.
Replacing 15" drain pipe on S. School St



Town of
**MOUNT GILEAD POLICE
DEPARTMENT**

**123 North Main Street - Post Office Box 325
Mount Gilead, North Carolina, 27306**
Phone: (910) 439-6711 Fax: (910) 439-1855

January 29, 2020

MEMORANDUM

**To: Matt Christian
Town Manager**

**From: Patrick L. Preslar
Chief of Police**

Subject: Mount Gilead Police Department Monthly Report for January 2020

The 2019 Performance Appraisals have been completed for each officer during the month of January. Job Performance for the previous year as well as goals for 2020 were discussed.

Department personnel have been active with current case and following up with older cases. We have also been involved in several significant drug investigations, both in town and in the county.

We completed this year's "Coats for Kids" coat drive. We collected two large boxes of donated coats. Johnny Greene will make sure they are distributed properly.

Our loaner surplus weapons were returned to the U.S. Army. We did not need the weapons in any capacity since we replaced our patrol rifles.

I recently completed and submitted another grant request to the Governor's Crime Commission. This grant request is to replace our mobile (in-car) two way radios. My request is for nearly \$23,000.00 in funding with no match required.

Finally, I would like to express my sincere gratitude for allowing me to attend the NC Association of Chiefs of Police Annual Conference. It is always a great networking opportunity and they always offer several law enforcement related training opportunities. Ironically, this year's training focused on officer involved shootings.

Administration and Patrol

- Officer Shuping executed a traffic stop for numerous traffic violations. A quantity of counterfeit powered methamphetamine and oxycodone pills were located in the vehicle. The driver was taken to the Montgomery County Jail and charged accordingly.

- Returned surplus military weapons to the Army Depot in Alabama.
- Investigated a school bus accident on East Ingram Street. 19 students were on the bus but fortunately, no one was reportedly injured. The driving was cited for a safe movement violation.
- 2020 Inservice requirements and expectations were reviewed and forwarded to all department personnel.
- Continued the applicant packet for one of the open positions. Interviewed a potential candidate. The applicant was sent for medical and psychological tests.
- Investigated a damage to property case where the suspect hired two individuals to damage the victim's car. All have been identified and will be charged.
- Assisted the Sheriff's Office and the ATF with a search of a residence on Williams Street. A quantity of methamphetamine, cocaine, and marijuana were seized. Two individuals that live at the residence were arrested.
- Completed the annual "Coats for Kids" drive. We received two large plastic bags full of coats this year. Delivered two complete boxes of coats collected to Johnny Greene.
- Started a new Governor's Crime Commission grant application. I plan to request mobile radios (in-car radio) to replace our current units. New technology will require our mobile radios be replaced in 4-5 years. These radios and necessary equipment cost approximately \$3,000.00 each.
- Officers attended Grand Jury. We successfully presented the homicide case. The next step will be Superior Court.
- Continued background investigations on qualified applicants.
- Officers are investigating an accidental self-inflicted gunshot injury. The victim was flown to CMC-Main in Charlotte. The weapon involved in the case was reported stolen in Randolph County.
- Department vehicles were serviced as needed.
- Assisted with escorts in and around town as needed
- Continued with follow-up investigations in recent cases.
- Officers participated in various traffic checkpoints around the town.
- Our reserve officers are working the allotted weekend shifts.
- Routine patrol and security/building checks daily.
- Met with citizens to address various concerns.
- Routinely reviewed body and car camera videos.
- Ranking officers continue to fill in shifts for officers as needed shift schedule (sickness, training, vacancy etc.).
- Continued entry of SBI Traffic Stop Reports.
- Entered IBR (monthly crime report) to state database for crime statistics.

Attachments

- Calls for Service
- Activity Summary
- Incidents - Offenses assigned by officer

Montgomery County Communications
 199 South Liberty St Troy , NC 27371

CFS By Department - Select Department By Date
 For MT GILEAD POLICE DEPT 1/1/2020 - 1/28/2020

MT GILEAD POLICE DEPT	Count	Percent
911 HANG UP	2	0.67%
ALARM (NOT FIRE) COMMERCIAL	4	1.35%
ASSIST MOTORIST	9	3.03%
ATTEMPT TO LOCATE	1	0.34%
B-E	2	0.67%
CARDIAC OR RESPIRATORY ARREST - DEATH	1	0.34%
CITIZEN ASSIST	1	0.34%
CIVIL	1	0.34%
CIVIL DISTURBANCE	2	0.67%
COMMUNICATING THREATS	2	0.67%
DAMAGE TO PROPERTY	5	1.68%
DOMESTIC	5	1.68%
ELECTRICAL HAZARD	1	0.34%
ESCORT	39	13.13%
FALLS	1	0.34%
FIGHT	2	0.67%
FOLLOWUP INVESTIGATION	13	4.38%
HARASSMENT/STALKING	2	0.67%
INFORMATION	12	4.04%
LANDING ZONE	1	0.34%
LOITERING	2	0.67%
NOISE VIOLATION	1	0.34%
PROPERTY (Found-Lost-Seized-Recoverd)	1	0.34%
ROAD HAZARD	4	1.35%
SCHOOL CROSSING	5	1.68%
SECURITY CHECK	32	10.77%
SERVE PAPER	1	0.34%
SHOTS FIRED	1	0.34%
STAB - GUNSHOT - PENETRATING TRAUMA	1	0.34%
STRANDED/ABANDONED BOAT/VEH	1	0.34%
STRUCTURE FIRE	1	0.34%
SUSPICIOUS PERSON/VEH/ACTIVITY	28	9.43%
TRAFFIC ACCIDENTS (PD)	5	1.68%
TRAFFIC STOP	97	32.66%
TRANSPORTATION PI	2	0.67%
TRESPASSING	4	1.35%
UNCONSCIOUS - FAINTING (NEAR)	2	0.67%
UNSECURED PREMISE	2	0.67%
WELFARE CHECK	1	0.34%
Total Records For MT GILEAD POLICE DEPT	297	Dept Calls/Total Calls 100.00%

Total Records 297

Activity Detail Summary (by Category)

MOUNT GILEAD POLICE DEPARTMENT

(01/01/2020 - 01/28/2020)

Incident\Investigations

13B - Simple Assault	1
23H - All Other Larceny	1
290 - Destruction/Damage/Vandalism of Property	5
35A - Drug/Narcotic Violations	3
35B - Drug Equipment Violations	1
90Z - All Other Offenses	3

Total Offenses 14

Total Incidents 12

Arrests

13B - Simple Assault	1
35A - Drug/Narcotic Violations	2
35B - Drug Equipment Violations	1

Total Charges 4

Total Arrests 3

Accidents

Total Accidents 0

Citations

Driving While License Revoked	13
Expired Registration	6
Failure To Reduce Speed	2
Inspection	2
No Operator License	1
Other (Infraction)	10
Seat Belt	2
Speeding (Infraction)	24
Unsafe Movement	2
Secondary Charge	18

Activity Detail Summary (by Category)

MOUNT GILEAD POLICE DEPARTMENT

(01/01/2020 - 01/28/2020)

Citations

Total Charges	80
Total Citations	62

Warning Tickets

Total Charges	0
Total Warning Tickets	0

Ordinance Tickets

Total Ordinance Tickets	0
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Criminal Papers

Total Criminal Papers Served	0
Total Criminal Papers	0

Civil Papers

Total Civil Papers Served	0
Total Civil Papers	0

Incident Offenses/Victims/Status By Reporting Officer

MOUNT GILEAD POLICE DEPARTMENT

All Case Statuses - (01/01/2020 - 01/28/2020)

2647 - Detective Jacob Shuping

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2001-0003	35B - Drug Equipment Violations	State Of NC, Mount Gilead	Closed by Arrest	Not Applicable	01/05/2020
2001-0005	90Z - Accidental Discharge	Legrande, Elijah Tyrell	Closed by Other Means		01/09/2020
2001-0018	35A - PWISD Counterfeit CS 35A - PWIMSD SCH II	State of NC Mount Gilead	Closed by Arrest	Not Applicable	01/28/2020

Officer Total Incidents: 3

4531 - Patrol Officer Hunter T. Stone

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2001-0002	35A - Drug/Narcotic Violations Sch II and VI	State of North Carolina, LESS	Active	Not Applicable	01/04/2020
2001-0012	290 - Damage of Property	Bowles, Jimmy Eugene	Active	Not Applicable	01/17/2020

Officer Total Incidents: 2

7922 - Patrol Officer Matthew A. Reeder

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2001-0006	90Z - Harassment at Burger Shack 90Z - Harassment at home	Lee, Mollie Marie Frances	Closed by Arrest		01/11/2020
2001-0007	290 - Destruction/Damage/Vandalism of Property	Mansfield, Jessica Haywood	Closed by Arrest	Not Applicable	01/12/2020
2001-0008	290 - Destruction/Damage/Vandalism of Property	Thompson, Melissa Dawn Byerly	Closed by Arrest	Not Applicable	01/12/2020
2001-0011	13B - Assault on a female	Hailey, Billie Jo	Closed by Arrest	Not Applicable	01/15/2020

Officer Total Incidents: 4

Incident Offenses/Victims/Status By Reporting Officer

MOUNT GILEAD POLICE DEPARTMENT

All Case Statuses - (01/01/2020 - 01/28/2020)

8523 - Sergeant Adam W. Lucas

Incident Number:	Offense:	Victim:	Case Status:	Exceptional Clearance:	Inc. Date:
2001-0004	290 - Damage to Property	Dykes Auto	Closed by Other Means	Not Applicable	01/06/2020
2001-0010	290 - Destruction/Damage/Vandalism of Property	Phouangphrachan, Chanthou	Closed by Other Means	Not Applicable	01/15/2020
2001-0014	23H - Larceny	Second Chance	Active	Not Applicable	01/24/2020

Officer Total Incidents: 3

Total Incidents: 12

Budget vs Actual (Summary)

Town of Mount Gilead
1/31/2020 9:46:25 AM

Page 1 Of 1

Period Ending 6/30/2020

10 GENERAL FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Revenues						
	1,379,358	0.00	801,119.71	(578,238.29)	58%	
Revenues Totals	1,379,358	0.00	801,119.71	(578,238.29)	58%	
Expenses						
ADMINISTRATION	155,000	2,389.75	94,538.25	58,072.00	63%	
STREETS AND GROUNDS	108,000	7,103.08	60,085.75	40,811.17	62%	
PLANNING & ZONING	44,000	0.00	18,026.10	25,973.90	41%	
SOLID WASTE	89,400	0.00	48,800.77	40,599.23	55%	
PARKS AND RECREATION	139,748	0.00	52,401.51	87,346.49	37%	
POLICE DEPARTMENT	569,250	63.17	336,902.16	232,284.67	59%	
FIRE DEPARTMENT	98,800	0.00	30,955.55	67,844.45	31%	
REDEVELOPMENT CORP.	21,200	0.00	23,038.00	(1,838.00)	109%	
POWELL BILL	98,000	68,247.60	6,437.40	23,315.00	76%	
CEMETERY	4,500	0.00	246.00	4,254.00	5%	
GOVERNING BODY	41,060	0.00	26,885.40	14,174.60	65%	
LIBRARY	10,400	0.00	7,468.82	2,931.18	72%	
Expenses Totals	1,379,358	77,803.60	705,785.71	595,768.69	57%	
10 GENERAL FUND Totals			95,334.00			
20 ENTERPRISE FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
Revenues						
	1,196,811	0.00	653,996.93	(542,814.07)	55%	
Revenues Totals	1,196,811	0.00	653,996.93	(542,814.07)	55%	
Expenses						
ADMINISTRATION	258,567	2,389.80	159,037.14	97,140.06	62%	
WATER OPERATIONS	347,700	14,790.07	222,155.31	110,754.62	68%	
WASTE WATER COLLECTION	252,450	28,775.67	88,458.78	135,215.55	46%	
WASTE WATER PLANT	240,300	9,016.55	120,090.17	111,193.28	54%	
DEBT SERVICE	97,794	0.00	14,947.80	82,846.20	15%	
Expenses Totals	1,196,811	54,972.09	604,689.20	537,149.71	55%	
20 ENTERPRISE FUND Totals			49,259.78			

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 1 Of 12

Period Ending 6/30/2020

10 GENERAL FUND					
Description	Budget	Encumbranc	YTD	Variance	Percent
Revenues					
10-300-16 PROPERTY TAX-2016	1,000	0.00	1,229.69	229.69	123%
10-300-17 PROPERTY TAX-2017	7,500	0.00	7,872.70	372.70	105%
10-300-18 PROPERTY TAX-2018	9,500	0.00	19,741.12	10,241.12	208%
10-300-19 PROPERTY TAX-2019	460,000	0.00	345,399.85	(114,600.15)	75%
10-305-10 TAX INTEREST & PENALTIES	2,000	0.00	3,673.24	1,673.24	184%
10-305-20 INVESTMENT INTEREST	1,000	0.00	44.11	(955.89)	4%
10-309-00 PMT IN LIEU OF TAXES	800	0.00	2,589.82	1,789.82	324%
10-310-19 VEHICLE TAX-2019	43,000	0.00	22,328.21	(20,671.79)	52%
10-310-20 PIPED NATURAL GAS TAX DIST	1,000	0.00	471.71	(528.29)	47%
10-310-21 ELECTRIC FRANCHISE TAX DIST	53,102	0.00	28,534.19	(24,567.81)	54%
10-310-22 TELECOMUNICATIONS TAX DIST	17,000	0.00	7,018.59	(9,981.41)	41%
10-310-23 VIDEO PROGRAMMING TAX DIST	6,630	0.00	3,046.39	(3,583.61)	46%
10-310-30 ARTICLE 40 SALES TAX DIST	60,000	0.00	40,489.34	(19,510.66)	67%
10-310-31 ARTICLE 42 SALES TAX DIST	32,000	0.00	25,338.09	(6,661.91)	79%
10-310-32 ARTICLE 39 SALES TAX DIST	65,000	0.00	52,519.21	(12,480.79)	81%
10-310-34 ARTICLE 44 *524	26,000	0.00	19,218.65	(6,781.35)	74%
10-315-10 SOLID WASTE FEES	74,520	0.00	45,649.57	(28,870.43)	61%
10-315-11 SOLID WASTE DISPOSAL TAX DIST	600	0.00	420.80	(179.20)	70%
10-315-15 RENTAL PROPERTY PAYMENTS	3,000	0.00	2,300.00	(700.00)	77%
10-315-16 DONATIONS - PARKS & RECREATION	1,000	0.00	2,750.00	1,750.00	275%
10-315-18 DONATIONS - PARK PROGRAM	10,000	0.00	0.00	(10,000.00)	
10-315-20 POOL - PAVILION RESERVATIONS	1,200	0.00	380.00	(820.00)	32%
10-315-21 POOL - DRINKS/SNACKS	1,000	0.00	716.50	(283.50)	72%
10-315-22 POOL - ADMISSION FEES	1,500	0.00	940.00	(560.00)	63%
10-315-23 POOL - FAMILY MEMBERSHIPS	200	0.00	0.00	(200.00)	
10-315-25 POOL - PARK PROGRAM FEES	800	0.00	867.50	67.50	108%
10-315-27 POOL - PARTY FEES	300	0.00	0.00	(300.00)	
10-315-30 ABC REVENUE	2,100	0.00	4,023.92	1,923.92	192%
10-315-31 ABC LAW ENFORCE DIST	2,000	0.00	2,652.55	652.55	133%
10-315-32 BEER AND WINE LICENSE	100	0.00	105.00	5.00	105%

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 2 Of 12

Period Ending 6/30/2020

10 GENERAL FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
10-315-34 FESTIVAL REVENUE	8,000	0.00	0.00	(8,000.00)		
10-315-40 CEMETARY PLOT SALES	1,000	0.00	700.00	(300.00)	70%	
10-315-50 REDEVELOPMENT CORP. - RENT	15,600	0.00	9,310.32	(6,289.68)	60%	
10-315-55 REDEVELOPMENT CORP. - FEES	500	0.00	0.00	(500.00)		
10-315-70 ALCOHOLIC BEVERAGE TAX DIST	4,750	0.00	0.00	(4,750.00)		
10-320-00 NCCMT DEBT SETOFF PROCEEDS	200	0.00	0.00	(200.00)		
10-320-20 POWELL BILL FUNDS	38,000	0.00	38,886.99	886.99	102%	
10-320-25 ZONING FEES	600	0.00	545.00	(55.00)	91%	
10-320-30 MISCELLANEOUS REVENUE	1,000	0.00	431.75	(568.25)	43%	
10-330-40 HOLD HARMLESS TAX DIST	60,000	0.00	44,940.45	(15,059.55)	75%	
10-340-14 NCLM SOFT BODY ARMOR	750	0.00	500.00	(250.00)	67%	
10-340-15 GOV. HIGHWAY SAFETY	17,495	0.00	0.00	(17,495.00)		
10-340-25 EQUIPMENT GRANT #1	24,000	0.00	17,495.00	(6,505.00)	73%	
10-340-42 SHOP WITH COP PROGRAM	2,000	0.00	3,285.06	1,285.06	164%	
10-340-46 DONATIONS - POLICE DEPT.	500	0.00	2,750.00	2,250.00	550%	
10-340-47 POLICE REPORTS	100	0.00	325.00	225.00	325%	
10-350-00 DISPOSAL OF CAPITAL ASSETS	2,000	0.00	0.00	(2,000.00)		
10-350-40 COURT FEES	500	0.00	229.50	(270.50)	46%	
10-350-52 FIRE DEPARTMENT RESERVATIONS	100	0.00	350.00	250.00	350%	
10-360-10 APPROPRIATED FUND BALANCE	223,411	0.00	0.00	(223,411.00)		
10-360-20 APPROPRIATED FB-POWELL BILL	60,000	0.00	0.00	(60,000.00)		
10-399-52 COUNTY FIRE FUNDING	35,000	0.00	35,000.00	0.00	100%	
Revenues Totals	1,379,358	0.00	795,069.82	(584,288.18)	58%	

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 3 Of 12

Period Ending 6/30/2020

10 GENERAL FUND					
Description	Budget	Encumbranc	YTD	Variance	Percent
Expenses					
10-400-02 SALARIES	48,000	0.00	28,273.31	19,726.69	59%
10-400-03 CHRISTMAS BONUS	300	0.00	294.58	5.42	98%
10-400-04 FICA	3,700	0.00	2,085.44	1,614.56	56%
10-400-06 RETIREMENT	4,500	0.00	2,536.84	1,963.16	56%
10-400-08 GROUP HEALTH INS	9,300	0.00	5,414.06	3,885.94	58%
10-400-09 401K MATCH	2,400	0.00	1,132.31	1,267.69	47%
10-400-14 TRAVEL/TRAINING	6,000	877.56	3,736.62	1,385.82	77%
10-400-15 CAR ALLOWANCE	2,000	0.00	1,050.00	950.00	53%
10-400-18 DUES/SUBSCRIPTIONS	3,500	0.00	630.51	2,869.49	18%
10-400-22 SUPPLIES	4,500	339.98	1,266.67	2,893.35	36%
10-400-23 EQUIPMENT < \$5000	4,000	1,172.21	(516.85)	3,344.64	16%
10-400-26 CONTRACTED SERVICES	8,000	0.00	6,782.50	1,217.50	85%
10-400-28 TELEPHONE/POSTAGE	3,100	0.00	1,431.78	1,668.22	46%
10-400-30 UTILITIES	7,000	0.00	3,534.39	3,465.61	50%
10-400-32 PRINTING/ADVERTISING	500	0.00	68.83	431.17	14%
10-400-34 BUILDING/GROUNDS MAINTENANCE	3,000	0.00	2,197.59	802.41	73%
10-400-40 PROFESSIONAL FEES/SRV CHG	8,000	0.00	3,191.59	4,808.41	40%
10-400-54 INSURANCE/BONDS	18,711	0.00	18,710.59	0.41	100%
10-400-56 CAPITAL OUTLAY	4,039	0.00	0.00	4,039.00	
10-400-58 EQUIPMENT RENTAL	3,500	0.00	1,933.19	1,566.81	55%
10-400-74 MISCELLANEOUS	1,000	0.00	834.57	165.43	83%
10-400-80 WORKERS COMPENSATION	9,950	0.00	9,949.73	0.27	100%
ADMINISTRATION Totals	155,000	2,389.75	94,538.25	58,072.00	63%
10-450-02 SALARIES	28,000	0.00	14,533.09	13,466.91	52%
10-450-03 CHRISTMAS BONUS	100	0.00	100.00	0.00	100%
10-450-04 FICA	2,200	0.00	1,108.69	1,091.31	50%
10-450-06 RETIREMENT	2,400	0.00	1,304.08	1,095.92	54%
10-450-08 GROUP HEALTH INS	3,900	0.00	1,574.09	2,325.91	40%
10-450-09 401K MATCH	1,400	0.00	580.15	819.85	41%
10-450-22 SUPPLIES	7,000	0.00	3,802.38	3,197.62	54%
10-450-24 AUTO SUPPLIES	1,000	0.00	143.50	856.50	14%
10-450-25 VEHICLE MAINTENANCE	4,000	357.08	1,360.22	2,282.70	43%
10-450-26 GASOLINE	3,500	0.00	3,981.40	(481.40)	114%
10-450-30 UTILITIES	25,000	0.00	11,758.37	13,241.63	47%
10-450-33 MAINT SUPPLIES/EQUIP < \$5000	6,800	3,990.00	1,163.61	1,646.39	76%
10-450-35 MAINTENANCE	35	0.00	34.49	0.51	99%
10-450-38 MTG BEAUTIFICATION EXPENSE	5,250	2,756.00	1,118.00	1,376.00	74%
10-450-56 CAPITAL OUTLAY EQUIPMENT	17,000	0.00	16,961.00	39.00	100%

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 4 Of 12

Period Ending 6/30/2020

10 GENERAL FUND					
Description	Budget	Encumbranc	YTD	Variance	Percent
10-450-75 CHRISTMAS PREPARATIONS	415	0.00	549.93	(134.93)	133%
STREETS AND GROUNDS Totals	108,000	7,103.08	60,073.00	40,823.92	62%
10-460-22 SUPPLIES	2,000	0.00	126.10	1,873.90	6%
10-460-46 CONTRACTED SERVICES	42,000	0.00	17,900.00	24,100.00	43%
PLANNING & ZONING Totals	44,000	0.00	18,026.10	25,973.90	41%
10-470-44 SOLID WASTE DISPOSAL	77,400	0.00	40,445.24	36,954.76	52%
10-470-50 YARD DEBRIS/BULK GOODS DISPOSAL	12,000	0.00	8,355.53	3,644.47	70%
SOLID WASTE Totals	89,400	0.00	48,800.77	40,599.23	55%
10-500-03 POOL WORKER SALARIES	32,000	0.00	25,149.41	6,850.59	79%
10-500-04 FICA	2,448	0.00	1,924.00	524.00	79%
10-500-22 SUPPLIES	7,500	0.00	4,535.97	2,964.03	60%
10-500-23 SNACKS/CONCESSIONS	1,500	0.00	0.00	1,500.00	
10-500-28 TELEPHONE/POSTAGE	800	0.00	4.05	795.95	1%
10-500-30 UTILITIES	10,500	0.00	7,531.54	2,968.46	72%
10-500-33 EQUIPMENT <\$5000	8,000	0.00	3,426.52	4,573.48	43%
10-500-34 MAINTENANCE	6,000	0.00	86.46	5,913.54	1%
10-500-38 PARK PROGRAM EXPENSE	2,000	0.00	0.00	2,000.00	
10-500-40 NC OUTDOOR FESTIVAL EXPENSE	8,500	0.00	8,703.40	(203.40)	102%
10-500-56 CAPITAL OUTLAY EQUIPMENT	53,000	0.00	0.00	53,000.00	
10-500-75 CONTRACTED SERVICES	6,000	0.00	940.00	5,060.00	16%
10-500-76 MISCELLANEOUS RECREATION	1,500	0.00	100.16	1,399.84	7%
PARKS AND RECREATION Totals	139,748	0.00	52,401.51	87,346.49	37%
10-550-01 OVERTIME	9,500	0.00	9,856.95	(356.95)	104%
10-550-02 SALARIES	262,000	0.00	141,232.41	120,767.59	54%
10-550-03 CHRISTMAS BONUS	1,200	0.00	1,200.00	0.00	100%
10-550-04 FICA	20,000	0.00	12,260.41	7,739.59	61%
10-550-05 RESERVE OFFICERS PAY	19,000	0.00	11,415.00	7,585.00	60%
10-550-06 RETIREMENT	25,000	0.00	14,521.37	10,478.63	58%
10-550-08 GROUP HEALTH INS	54,000	0.00	25,562.86	28,437.14	47%
10-550-09 401K MATCH	14,000	0.00	7,275.80	6,724.20	52%
10-550-10 HOLIDAY PAY	11,500	0.00	0.00	11,500.00	
10-550-14 TRAVEL/TRAINING	1,750	0.00	192.71	1,557.29	11%
10-550-20 UNIFORMS	4,000	14.00	2,025.53	1,960.47	51%
10-550-22 SUPPLIES	6,000	0.00	2,531.62	3,468.38	42%
10-550-23 EQUIPMENT	6,000	49.17	4,450.22	1,500.61	75%
10-550-24 AUTO SUPPLIES	2,000	0.00	490.19	1,509.81	25%
10-550-25 VEHICLE MAINTENANCE	6,000	0.00	2,198.57	3,801.43	37%
10-550-26 GASOLINE	13,000	0.00	6,072.42	6,927.58	47%

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 5 Of 12

Period Ending 6/30/2020

10 GENERAL FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
10-550-28 TELEPHONE/POSTAGE	2,500	0.00	1,394.72	1,105.28	56%	
10-550-30 UTILITIES	8,000	0.00	3,709.28	4,290.72	46%	
10-550-32 PRINTING/ADVERTISING	1,000	0.00	393.20	606.80	39%	
10-550-34 BUILDING/GROUNDS MAINTENANCE	5,500	0.00	521.01	4,978.99	9%	
10-550-35 SAFETY PROGRAM	500	0.00	388.76	111.24	78%	
10-550-38 POLICE DONATION EXPENSE	2,700	0.00	2,564.89	135.11	95%	
10-550-40 SOFTWARE SUPPORT	4,000	0.00	4,337.50	(337.50)	108%	
10-550-42 CONTRACTED SERVICES	2,500	0.00	119.50	2,380.50	5%	
10-550-52 DRUG PROGRAM	1,000	0.00	0.00	1,000.00		
10-550-53 DUES/SUBSCRIPTIONS	1,000	0.00	747.90	252.10	75%	
10-550-56 CAPITAL OUTLAY	63,250	0.00	59,821.80	3,428.20	95%	
10-550-59 APPLICANT PROCESSING	1,000	0.00	535.00	465.00	54%	
10-550-74 MISCELLANEOUS	1,000	0.00	737.21	262.79	74%	
10-550-77 LEASE PURCHASE - CAR POLICE DEPARTMENT Totals	20,350 569,250	0.00 63.17	20,345.33 336,902.16	4.67 232,284.67	100% 59%	
10-600-08 ACCIDENT & HEALTH POLICY	2,795	0.00	2,795.00	0.00	100%	
10-600-18 DUES/SUBSCRIPTIONS	1,000	0.00	650.00	350.00	65%	
10-600-22 SUPPLIES	1,600	0.00	60.00	1,540.00	4%	
10-600-25 VEHICLE MAINTENANCE	3,500	0.00	2,594.87	905.13	74%	
10-600-26 GASOLINE	2,000	0.00	1,295.63	704.37	65%	
10-600-28 TELEPHONE/POSTAGE	600	0.00	277.95	322.05	46%	
10-600-30 UTILITIES	5,000	0.00	3,029.02	1,970.98	61%	
10-600-34 BUILDING/GROUNDS MAINTENANCE	1,250	0.00	1,091.91	158.09	87%	
10-600-42 CONTRACTED SERVICES	6,305	0.00	6,128.10	176.90	97%	
10-600-56 CAPITAL OUTLAY	5,750	0.00	5,750.00	0.00	100%	
10-600-60 ESCROW TRUCK FUND	25,000	0.00	0.00	25,000.00		
10-600-72 ANNUAL BANQUET	5,000	0.00	3,123.50	1,876.50	62%	
10-600-75 DOI GRANT MATCH	4,000	0.00	0.00	4,000.00		
10-600-77 COUNTY FIRE FUNDING EXPENSE	35,000	0.00	4,159.57	30,840.43	12%	
FIRE DEPARTMENT Totals	98,800	0.00	30,955.55	67,844.45	31%	
10-630-20 OPERATIONS	12,000	0.00	14,647.91	(2,647.91)	122%	
10-630-80 PRINCIPAL	8,900	0.00	7,739.71	1,160.29	87%	
10-630-81 INTEREST	300	0.00	650.38	(350.38)	217%	
REDEVELOPMENT CORP. Totals	21,200	0.00	23,038.00	(1,838.00)	109%	
10-650-15 STREET MAINTENANCE POWELL BILL Totals	98,000 98,000	68,247.60 68,247.60	6,437.40 6,437.40	23,315.00 23,315.00	76% 76%	
10-700-15 BUILDING/GROUNDS MAINTENANCE	4,000	0.00	0.00	4,000.00		

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 6 Of 12

Period Ending 6/30/2020

10 GENERAL FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
10-700-30 UTILITIES	500	0.00	246.00	254.00	49%	
CEMETERY Totals	4,500	0.00	246.00	4,254.00	5%	
10-800-02 SALARIES	9,360	0.00	3,660.00	5,700.00	39%	
10-800-04 FICA	500	0.00	280.08	219.92	56%	
10-800-09 ELECTION EXPENSE	3,000	0.00	4,393.23	(1,393.23)	146%	
10-800-14 TRAVEL/TRAINING	2,000	0.00	150.00	1,850.00	8%	
10-800-18 DUES/SUBSCRIPTIONS	1,000	0.00	46.00	954.00	5%	
10-800-22 SUPPLIES	1,500	0.00	336.40	1,163.60	22%	
10-800-32 PRINTING/ADVERTISING	2,500	0.00	536.20	1,963.80	21%	
10-800-40 PROFESSIONAL FEES/SRV CHG	3,000	0.00	2,257.00	743.00	75%	
10-800-41 ATTORNEY FEES	1,000	0.00	0.00	1,000.00		
10-800-42 AUDIT FEES	8,500	0.00	8,049.99	450.01	95%	
10-800-57 MISCELLANEOUS	1,300	0.00	301.50	998.50	23%	
10-800-80 FACADE GRANT	2,000	0.00	2,000.00	0.00	100%	
10-800-81 CONTRIBUTION - RED CROSS	250	0.00	250.00	0.00	100%	
10-800-82 CONTRIBUTION-CHRISTMAS PARADE	600	0.00	575.00	25.00	96%	
10-800-84 CONTRIBUTION-PIEDMONT TRIAD COUNCIL	550	0.00	550.00	0.00	100%	
10-800-85 CONTRIBUTIONS-HIGHLAND CTR	2,000	0.00	2,000.00	0.00	100%	
10-800-87 CONTRIBUTIONS-HIGHLAND SUMMER	1,000	0.00	1,000.00	0.00	100%	
10-800-94 CONTRIBUTIONS - COUN. ON AGING	500	0.00	0.00	500.00		
10-800-95 CONTRIBUTION-SOCCER TEAM	500	0.00	500.00	0.00	100%	
GOVERNING BODY Totals	41,060	0.00	26,885.40	14,174.60	65%	
10-850-10 CONTRIBUTIONS - LIBRARY	4,400	0.00	4,400.00	0.00	100%	
10-850-15 BUILDING/GROUNDS MAINTENANCE	2,000	0.00	856.62	1,143.38	43%	
10-850-30 UTILITIES	4,000	0.00	2,212.20	1,787.80	55%	
LIBRARY Totals	10,400	0.00	7,468.82	2,931.18	72%	
Expenses Totals	1,379,358	77,803.60	705,772.96	595,781.44	57%	

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 7 Of 12

Period Ending 6/30/2020

10 GENERAL FUND Totals

95,334.00

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 8 Of 12

Period Ending 6/30/2020

20 ENTERPRISE FUND					
Description	Budget	Encumbranc	YTD	Variance	Percent
Revenues					
20-300-04 CTY MONITORING FEE	11,061	0.00	0.00	(11,061.00)	
20-300-05 SEWER COLLECTIONS - COUNTY	500,000	0.00	284,001.93	(215,998.07)	57%
20-300-10 SEWER COLLECTIONS - TOWN	360,000	0.00	210,388.74	(149,611.26)	58%
20-300-95 TRANSFER FROM DEBT SERVICE FUND	27,250	0.00	0.00	(27,250.00)	
20-310-10 WATER SALE REVENUES	205,000	0.00	127,497.67	(77,502.33)	62%
20-310-20 WATER TAP FEES	1,000	0.00	0.00	(1,000.00)	
20-310-30 RECONNECT FEES	3,500	0.00	1,701.89	(1,798.11)	49%
20-310-40 CONNECTION FEES	5,000	0.00	3,855.00	(1,145.00)	77%
20-310-60 LATE FEES	11,000	0.00	8,297.03	(2,702.97)	75%
20-320-10 APPROPRIATED FUND BALANCE	73,000	0.00	0.00	(73,000.00)	
Revenues Totals	1,196,811	0.00	635,742.26	(561,068.74)	53%

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 9 Of 12

Period Ending 6/30/2020

20 ENTERPRISE FUND					
Description	Budget	Encumbranc	YTD	Variance	Percent
Expenses					
20-400-02 SALARIES	98,000	0.00	57,031.69	40,968.31	58%
20-400-03 CHRISTMAS BONUS	550	0.00	534.58	15.42	97%
20-400-04 FICA	8,000	0.00	4,225.90	3,774.10	53%
20-400-06 RETIREMENT	9,000	0.00	5,117.13	3,882.87	57%
20-400-08 GROUP HEALTH INS	17,000	0.00	9,873.94	7,126.06	58%
20-400-09 401K MATCH	5,000	0.00	1,337.19	3,662.81	27%
20-400-12 INSURANCE-BONDS	28,750	0.00	25,493.36	3,256.64	89%
20-400-16 TRAVEL/TRAINING	4,000	877.56	3,689.92	(567.48)	114%
20-400-22 SUPPLIES	4,500	339.99	1,730.84	2,429.17	46%
20-400-23 EQUIPMENT < \$5000	5,000	1,172.25	(516.74)	4,344.49	13%
20-400-28 TELEPHONE/POSTAGE	6,400	0.00	3,867.16	2,532.84	60%
20-400-30 UTILITIES	2,000	0.00	1,894.03	105.97	95%
20-400-32 PRINTING/ADVERTISING	350	0.00	68.82	281.18	20%
20-400-34 BUILDING/GROUNDS MAINTENANCE	3,000	0.00	759.08	2,240.92	25%
20-400-40 PROFESSIONAL FEES/ SRV CHG	15,000	0.00	13,971.90	1,028.10	93%
20-400-56 CAPITAL OUTLAY	6,000	0.00	0.00	6,000.00	
20-400-59 EQUIPMENT RENTAL	3,000	0.00	1,933.18	1,066.82	64%
20-400-73 AUDIT FEES	14,000	0.00	14,950.01	(950.01)	107%
20-400-74 MISCELLANEOUS	2,017	0.00	854.27	1,162.73	42%
20-400-76 DUES/SUBSCRIPTIONS	3,500	0.00	1,184.59	2,315.41	34%
20-400-80 CTY MONITOR PAYMENT	11,500	0.00	11,036.29	463.71	96%
20-400-90 TRANSFER TO OTHER FUNDS	12,000	0.00	0.00	12,000.00	
ADMINISTRATION Totals	258,567	2,389.80	159,037.14	97,140.06	62%
20-410-02 SALARIES	44,000	0.00	23,302.22	20,697.78	53%
20-410-03 CHRISTMAS BONUS	500	0.00	270.00	230.00	54%
20-410-04 FICA	4,000	0.00	1,730.11	2,269.89	43%
20-410-06 RETIREMENT	4,000	0.00	2,093.14	1,906.86	52%
20-410-08 GROUP HEALTH INS	11,000	0.00	5,429.76	5,570.24	49%
20-410-09 401K MATCH	3,000	0.00	496.77	2,503.23	17%
20-410-14 TRAVEL/TRAINING	1,000	0.00	0.00	1,000.00	
20-410-20 UNIFORMS	1,500	0.00	1,034.18	465.82	69%
20-410-22 SUPPLIES	12,500	0.00	5,668.21	6,831.79	45%
20-410-23 EQUIPMENT < \$5000	3,400	0.00	2,371.19	1,028.81	70%
20-410-25 VEHICLE MAINTENANCE	5,000	357.07	500.90	4,142.03	17%
20-410-32 PRINTING/ADVERTISING	500	0.00	0.00	500.00	
20-410-34 BLDGS/GROUNDS MAINTENANCE	1,000	0.00	0.00	1,000.00	
20-410-35 SAFETY PROGRAM	300	0.00	0.00	300.00	
20-410-36 EQUIPMENT MAINTENANCE	4,500	0.00	1,416.20	3,083.80	31%
20-410-40 PROFESSIONAL FEES/SRV	1,500	0.00	27.33	1,472.67	2%

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 10 Of 12

Period Ending 6/30/2020

20 ENTERPRISE FUND						
Description	Budget	Encumbranc	YTD	Variance	Percent	
CHG						
20-410-46 WATER PURCHASE FOR RESALE	115,000	0.00	62,569.30	52,430.70	54%	
20-410-53 DUES/SUBCRIPTIONS	2,000	0.00	1,032.15	967.85	52%	
20-410-56 CAPITAL OUTLAY	15,500	14,433.00	0.00	1,067.00	93%	
20-410-75 CONTRACTED SERVICES	117,500	0.00	114,213.85	3,286.15	97%	
WATER OPERATIONS Totals	347,700	14,790.07	222,155.31	110,754.62	68%	
20-415-02 SALARIES	44,000	0.00	23,267.26	20,732.74	53%	
20-415-03 CHRISTMAS BONUS	270	0.00	270.00	0.00	100%	
20-415-04 FICA	4,000	0.00	1,750.13	2,249.87	44%	
20-415-06 RETIREMENT	4,000	0.00	2,090.02	1,909.98	52%	
20-415-08 GROUP HEALTH INS	11,000	0.00	5,429.73	5,570.27	49%	
20-415-09 401K MATCH	3,000	0.00	507.59	2,492.41	17%	
20-415-14 TRAVEL/TRAINING	1,000	0.00	0.00	1,000.00		
20-415-20 UNIFORMS	1,500	0.00	1,191.74	308.26	79%	
20-415-22 SUPPLIES	10,000	62.60	1,539.98	8,397.42	16%	
20-415-23 EQUIPMENT < \$5000	8,000	0.00	2,311.33	5,688.67	29%	
20-415-25 VEHICLE MAINTENANCE	5,000	357.07	527.17	4,115.76	18%	
20-415-26 MAINTENANCE SUPPLIES	10,000	0.00	1,879.00	8,121.00	19%	
20-415-28 TELEPHONE/POSTAGE	3,000	0.00	907.91	2,092.09	30%	
20-415-29 GASOLINE	12,500	0.00	2,169.21	10,330.79	17%	
20-415-30 UTILITIES	28,000	0.00	19,250.91	8,749.09	69%	
20-415-35 SAFETY PROGRAM	300	0.00	0.00	300.00		
20-415-36 EQUIPMENT MAINTENANCE	25,000	0.00	7,978.69	17,021.31	32%	
20-415-40 PROFESSIONAL FEES/SRV	10,000	0.00	0.00	10,000.00		
CHG						
20-415-48 FINES/PENALTIES/FEES	2,000	0.00	0.00	2,000.00		
20-415-53 DUES/SUBCRIPTIONS	2,000	0.00	0.00	2,000.00		
20-415-56 CAPITAL OUTLAY	29,500	28,356.00	137.50	1,006.50	97%	
EQUIPMENT						
20-415-74 MISCELLANEOUS	380	0.00	0.00	380.00		
20-415-75 COUNTY SEWER COLLECTION FEES	16,000	0.00	7,622.00	8,378.00	48%	
20-415-76 CONTRACTED SERV	22,000	0.00	9,606.22	12,393.78	44%	
WASTE WATER Totals	252,450	28,775.67	88,436.39	135,237.94	46%	
COLLECTION						
20-420-02 SALARIES	49,000	0.00	27,692.13	21,307.87	57%	
20-420-03 CHRISTMAS BONUS	200	0.00	200.00	0.00	100%	
20-420-04 FICA	4,000	0.00	2,087.29	1,912.71	52%	
20-420-06 RETIREMENT	5,000	0.00	2,484.49	2,515.51	50%	
20-420-08 GROUP HEALTH INS	8,000	0.00	4,295.80	3,704.20	54%	
20-420-09 401K MATCH	3,000	0.00	1,384.67	1,615.33	46%	
20-420-14 TRAVEL/TRAINING	1,500	0.00	50.00	1,450.00	3%	
20-420-22 SUPPLIES	7,500	0.00	3,681.47	3,818.53	49%	

Budget vs Actual

Town of Mount Gilead

1/31/2020 9:45:21 AM

Page 11 Of 12

Period Ending 6/30/2020

20 ENTERPRISE FUND					
Description	Budget	Encumbranc	YTD	Variance	Percent
20-420-23 EQUIPMENT < \$5000	2,000	0.00	808.40	1,191.60	40%
20-420-25 VEHICLE MAINTENANCE	2,500	0.00	286.16	2,213.84	11%
20-420-26 MAINTENANCE SUPPLIES	3,000	1,655.00	437.28	907.72	70%
20-420-28 TELEPHONE/POSTAGE	1,250	0.00	351.41	898.59	28%
20-420-29 GASOLINE	20,000	0.00	5,607.68	14,392.32	28%
20-420-30 UTILITIES	56,000	0.00	34,791.56	21,208.44	62%
20-420-34 BUILDING/GROUNDS MAINTENANCE	1,000	0.00	0.00	1,000.00	
20-420-35 SAFETY PROGRAM	100	0.00	128.95	(28.95)	129%
20-420-36 EQUIPMENT MAINTENANCE	12,000	1,450.00	3,669.09	6,880.91	43%
20-420-40 PROFESSIONAL FEES/SRV CHG	9,400	0.00	0.00	9,400.00	
20-420-44 SOLID WASTE DISPOSAL	7,500	0.00	4,170.84	3,329.16	56%
20-420-53 DUES/SUBSCRIPTIONS	3,000	0.00	2,490.44	509.56	83%
20-420-55 CAPITAL OUTLAY	21,600	5,911.55	15,676.03	12.42	100%
20-420-66 LAGOONS	2,000	0.00	0.00	2,000.00	
20-420-68 SLUDGE	2,000	0.00	253.48	1,746.52	13%
20-420-72 LABORATORY FEES	16,000	0.00	8,718.00	7,282.00	54%
20-420-76 FINES/PENALTIES/FEES	1,000	0.00	0.00	1,000.00	
20-420-77 CONTRACTED SERVICES	1,750	0.00	825.00	925.00	47%
WASTE WATER PLANT Totals	240,300	9,016.55	120,090.17	111,193.28	54%
20-900-80 DEBT SERV PRINC WWTP	16,000	0.00	0.00	16,000.00	
20-900-81 DEBT SERV INT WWTP	24,569	0.00	0.00	24,569.00	
20-900-90 DEBT SERV PRINC-WATER MAIN PROJECT	11,000	0.00	0.00	11,000.00	
20-900-91 DEBT SERV INT-WATER MAIN PROJECT	16,250	0.00	0.00	16,250.00	
20-900-95 TRANSFER TO FUND 22	2,725	0.00	1,322.76	1,402.24	49%
20-900-96 TRANSFER TO FUND 21	27,250	0.00	13,625.04	13,624.96	50%
DEBT SERVICE Totals	97,794	0.00	14,947.80	82,846.20	15%
Expenses Totals	1,196,811	54,972.09	604,666.81	537,172.10	55%

Budget vs Actual

Town of Mount Gilead
1/31/2020 9:45:21 AM

Page 12 Of 12

Period Ending 6/30/2020

20 ENTERPRISE FUND Totals

49,259.78

J. B. WATSON & CO., P.L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

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P. O. BOX 341

WADESBORO, N.C. 28170

TELEPHONE (704) 694-5174

FACSIMILE (704) 694-6970

JAMES F. HANNA, CPA
DENEAL H. BENNETT, CPA
J. DAVID BURNS, CPA

February 4, 2020

To The Town Council
Town of Mount Gilead
PO Box 325
Mount Gilead, North Carolina 27371

We are pleased to confirm our understanding of the services we are to provide Town of Mount Gilead for the year ended June 30, 2020. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Town of Mount Gilead as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Mount Gilead's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Mount Gilead's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtain during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Local Governmental Employees' Retirement System Schedule of the Proportionate Share of the Net Pension Liability (Asset) and Schedule of Contributions
- 3) Law Enforcement Officers' Special Separation Allowance's Schedule of Changes in Total Pension Liability and Schedule of Total Pension Liability as a Percentage of Covered Payroll

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Mount Gilead's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation

to the financial statements as a whole in a report combined with our auditors' report on the financial statements:

- 1) Combining and Individual Fund Statements and Schedules
- 2) Budgetary Schedules
- 3) Other Schedules
- 4) Schedule of Expenditures of Federal and State Awards

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on –

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or a disclaimer of opinion) on compliance with federal and State statutes, regulations, and the terms and conditions of federal and State awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996; Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and the State Single Audit Implementation Act.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance and State Single Audit Implementation Act reports on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the State Single Audit Implementation Act. Each report will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996;

the provisions of the Uniform Guidance; and the State Single Audit Implementation Act and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance and the State Single Audit Implementation Act, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Mayor and Town Council of Town of Mount Gilead. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or we may withdraw from this engagement.

If during our audit we become aware that Town of Mount Gilead is not subject to an audit in accordance with the Single Audit Act Amendments of 1996, the provisions of the Uniform Guidance, and/or the State Single Audit Implementation Act, we will conduct the audit only in accordance with the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, or U.S. generally accepted auditing standards, whichever is applicable.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or

misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables, revenues, and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal and State awards; federal and State award programs; compliance with laws, regulations, contracts, and award agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance and the State Single Audit Implementation Act, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal and State award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, the Uniform Guidance, and the State Single Audit Implementation Act.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Mount Gilead's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance and the State Single Audit Implementation Act require that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable federal and State statutes, regulations, and the terms and conditions of federal and State awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB *Compliance Supplement* and in the *Audit Manual for Governmental Auditors in North Carolina* for the types of compliance requirements that could have a direct and material effect on each of Town of Mount Gilead's major programs. The purpose of these procedures will be to express an opinion on Town of Mount Gilead's compliance with requirements applicable to each of its major programs in our reports on compliance issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

Other Services

We will also prepare the financial statements, related notes, and the schedule of expenditures of federal and State awards, and related notes of Town of Mount Gilead in conformity with U.S. generally accepted accounting principles, the Uniform Guidance, and the State Single Audit Implementation Act based on information provided by you. This will include proposed audit adjustments to convert the financial statements from modified accrual to accrual basis (including the accrual of the total pension liability (LEO) and the net pension liability/asset for LGERS). We will also assist in calculating depreciation for the year based on information provided by you. We will also prepare the Annual Financial Information Report (AFIR) using the financial statements and other information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards*, and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services, depreciation services, and AFIR preparation previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal and State awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there

is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and State awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal and State statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance and the State Single Audit Implementation Act, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance and the State Single Audit Implementation Act, it is management's responsibility to evaluate and monitor noncompliance with federal and State statutes, regulations, and the terms and conditions of federal and State awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review during our fieldwork.

With regard to including the auditors' report in an exempt offering document, you agree that the aforementioned auditors' report, or reference to J.B. Watson & Co., P.L.L.C., will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

You are responsible for identifying all federal and State awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and State awards (including notes and noncash assistance received) in conformity with the Uniform Guidance and the State Single Audit Implementation Act. You agree to include our report on the schedule of expenditures of federal and State awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal and State awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and State awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and State awards in accordance with the Uniform Guidance and the State Single Audit Implementation Act; (2) you believe the schedule of expenditures of federal and State awards, including its form and content, is stated fairly in accordance with the Uniform Guidance and the State Single Audit Implementation Act; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and State awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and

recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal and State awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and State awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal and State awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of these services; and accept responsibility for them. For an audit subject to *Government Auditing Standards*, you further agree to acquire the services of an independent certified public accountant to read and review the financial statements prepared by our firm based on information provided by you.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Engagement Administration, Fees, and Other

We understand that your employees will assist in preparing all cash, accounts receivable, revenue, or other confirmations we request and will locate any documents selected by us for testing.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and assisting in preparing confirmation requests. If for whatever reason your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form (if applicable) that summarizes our audit findings, if any. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal and State awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to Town of Mount Gilead and to the Local Government Commission of the North Carolina Department of State Treasurer; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of J.B. Watson & Co., P.L.L.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant agency or its designee, a federal or State agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of J.B. Watson & Co., P.L.L.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency for audit, or pass-through entity. If we are aware that a federal or State awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in late-summer 2020 and to issue our report no later than October 31, 2020 (or December 1, 2020, if additional time is warranted). Deneal H. Bennett, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

To ensure J. B. Watson & Co., P.L.L.C.'s independence is not impaired under the AICPA *Code of Professional Conduct* you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for these services will be \$15,500 plus \$130 per hour for Single Audit procedures and/or any nonattest services (including year-end bookkeeping), as applicable. This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

As required by Contract to Audit Accounts (LGC-205) for audits subject to *Government Auditing Standards*, a copy of our most recent external peer review report accompanies this letter.

We appreciate the opportunity to be of service to Town of Mount Gilead and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



J.B. Watson & Co., P.L.L.C.

RESPONSE:

This letter correctly sets forth the understanding of Town of Mount Gilead.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

The	Governing Board Town Council
of	Primary Government Unit (or charter holder) Town of Mount Gilead, NC
and	Discretely Presented Component Unit (DPCU) (if applicable)

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name J.B. Watson & Co., PLLC
	Auditor Address PO Box 341; Wadesboro, NC 28170

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/20	Audit Report Due Date 10/31/20
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Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit performed under the requirements found in Subpart F of the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC staff within four months of fiscal year end. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to

the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit Report Reissued Form (available on the Department of State Treasurer website). These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to charter schools or hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 28 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to charter schools or hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. Applicable to charter school contracts only: No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.

29. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

#26

30. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/slgl/Pages/Audit-Forms-and-Resources.aspx>.

31. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

32. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name: Matthew Christian	Title and Unit / Company: Town Manager	Email Address: mchristian@mtgileadnc.com
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2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees below. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year billings. Should the 75% cap provided below conflict with the cap calculated by LGC staff based on the prior year billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC 3 .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES


Primary Government Unit	Town of Mount Gilead, NC
Audit Fee	\$ 11,000+\$130/hour for any Single Audit procedures, if applicable
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$ 4,500
All Other Non-Attest Services	\$ 130/hour
75% Cap for Interim Invoice Approval <i>(not applicable to hospital contracts)</i>	\$ 17,250.00

DPCU FEES (if applicable)

Discretely Presented Component Unit	
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval <i>(not applicable to hospital contracts)</i>	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* J.B. Watson & Co., PLLC	
Authorized Firm Representative (typed or printed)* Deneal H. Bennett, CPA	Signature* 
Date* 02/04/20	Email Address* dbennett@jbwandco.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Mount Gilead, NC	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* Joseph M. Miller, Jr., Mayor	Signature*
Date 02/04/20	Email Address cmiller@jordanlumber.com

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) Amy C. Roberts	Signature*
Date of Pre-Audit Certificate* 02/04/20	Email Address* aroberts@mtgileadnc.com

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT