

**TOWN OF WEDDINGTON
SPECIAL TOWN COUNCIL MEETING
MONDAY, SEPTEMBER 8, 2016 – 5:00 P.M.
MINUTES**

The Town Council of the Town of Weddington, North Carolina, met in a Special Session at the Weddington Town Hall, 1924 Weddington Road, Weddington, NC 28104 on September 8, 2016, with Mayor Bill Deter presiding.

Present: Mayor Bill Deter, Councilmembers Scott Buzzard, Janice Propst, Town Attorney Shalanna Pirtle, Town Administrator/Clerk Peggy S. Piontek and Finance Officer Leslie Gaylord

Absent: Councilman Michael Smith

Visitors: Tonya Goodson, Kim Woods and Walt Hogan

Mayor Bill Deter offered the Invocation prior to the opening of the meeting.

Item No. 1. Open the Meeting Mayor Deter opened the September 8, 2016 Special Town Council Meeting at 5:00 p.m. and announced that Councilman Mike Smith was absent.

Item No. 2. Pledge of Allegiance Mayor Deter led in the Pledge of Allegiance.

Item No. 3. Determination of Quorum There was a quorum.

5. Review and Consideration of process on hiring a replacement for the Town Planner position

Councilman Scott Buzzard advised that he contacted N-Focus and they can only provide a Certified Senior Planner for the month of September for one day a week on Fridays. They can provide a Senior Planner two days a week in October and they can provide a Junior Planner for two days a week to start immediately in September. It was suggested by them to have both come next Friday, September 16th, to take an overview of the system. By consensus Council agreed to have a Junior Planner on site two days a week on Mondays and Wednesdays to determine what our needs are.

Mayor Pro Tem Titherington moved to approve hiring N-Focus to provide a Junior Planner for 16 hours a week for two days a week preferably Monday and Friday not to exceed \$500 a week and the contract will run through the end of September with renewal at Council discretion and to discuss moving to a Senior Planner. All were in favor, with votes recorded as follows:

AYES: Councilmembers Buzzard, Propst and Mayor Pro Tem Titherington

NAYS: None

Councilwoman Janice Propst advised she spoke with one of the planner position applicants and she is very much interested in interviewing. Councilwoman Propst informed her that the Town will get back with her within the next 10 days. Council had a discussion to determine who will participate in the

interview. The applicant's best hours are the middle of the day and her worst day is on Thursdays. Councilwoman Propst will get in touch with the applicant to determine a convenient time for interviews and will let Council know.

Mayor Pro Tem Titherington made a motion to enter into Closed Session under NCGS 143-318.11(a)(3) Consult with attorney to protect attorney/client privilege. All were in favor, with votes recorded as follows:

AYES: Councilmembers Buzzard, Propst and Mayor Pro Tem Titherington

NAYS: None

Mayor Pro Tem Titherington made a motion to enter back into Open Session. All were in favor, with votes recorded as follows:

AYES: Councilmembers Buzzard, Propst and Mayor Pro Tem Titherington

NAYS: None

Item No. 4. Review and Consideration of the Employee Handbook

Council had a lengthy discussion on changes to several sections of the Employee Handbook. Selections discussed were as follows:

- Compensation - get a document Council is comfortable with and not specific to current employees, changes could be concerning to current employees but intent is to minimize any issues with current staff
- How to implement vacation
- Leave of absence
- Jury duty compensation
- Parental leave
- Failure to follow health insurance wellness program will result in employee incurring any additional expenses
- Over the counter drugs
- Travel policy not to exceed \$50 per day
- Credit card purchases over \$100 must be approved by Finance Officer
- Restriction of sharing of passwords
- Former employees prospective employer references and recommendations must be sent through Town Administrator
- 401K should be a match starting in fiscal year 2017/2018.

6. Adjournment

Councilwoman Propst moved to Adjourn. All were in favor, with votes recorded as follows:

AYES: Councilmembers Buzzard, Propst and Mayor Pro Tem Titherington

NAYS: None

The meeting ended at 9:00 p.m.

Bill Deter, Mayor

Attest:

Peggy S. Piontek, Town Clerk