

TOWN OF NEWLAND
MONTHLY BOARD MEETING
FEBRUARY 6, 2018
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes

ATTORNEY: Joe Seegers

ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Joleta Wise, Greg Seiz

GUESTS: Shelby Winstead, Clara Dickson, Jane Wise, Casey Turbyfill, Matt Debnam,

STAFF: Lise Meinhardt, Byron Clawson, Daniel Denton, Crystal Hicks, Tammy Gardner, David Masonoff

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

Lauren made a motion to modify the agenda to add Applications for Committee Meetings and Review of vacant positions. James seconded the motion. All agreed by a show of hands and stating I

Greg made a motion to approve the proposed agenda. Lauren seconded the motion. All agreed by a show of hands and stating I.

James made a motion to approve the January minutes. James stated he would like everyone to approach the podium when addressing the board, so everyone can be heard, and it reflected in the minutes. Greg seconded the motion. All agreed by a show of hands and stating I.

The Mayor asked for public comments. The Mayor announced the rules for public comments. Clara Dickson asked if the map on the board room was up to date and included the town limits? The board responded yes it was that Newland was once a circle, but it has expanded.

Shelby Winstead of Serv-Line gave the new proposal for water and sewer insurance rates. She explained the coverage to the board and the options. Shelby stated she is mainly here tonight to answer any questions on the new proposal. Shelby stated she had already spoken to Keith and he gave two verbal recommendations, but if the board wishes they could wait until Keith is present. Shelby stated she had new data and since 2017 was such a rough year rates were higher, but the company decided to keep them the same. Shelby explained the rates to the board. Shelby stated Keith had suggested option 2 \$1000.00 at \$3.20 because he thought it would cover more areas. Shelby stated it was only water/sewer leak portion that was covered and that is what is adjusted off the bill. Shelby stated that the water bill is what is covered. The customer would choose whom ever to fix their line because that would be their responsibility. Shelby stated the customer would have to call the company to get line coverage added. After much discussion, Shelby stated they were an A rated company and would be glad to take the boards e-mail addresses and send them references.

James discussed the current policy on personnel leave time. James stated that we have some employees that do not get vacation time until after one year. He feels that a year is too long to wait for vacation pay. Joleta asked if it is six months on sick time? Lise stated it was. James stated he did not know of anywhere else that waited a year. Joleta stated she did not either and thought six months was usually standard. James stated probationary time could be anytime but could not find probation time in the policy. James stated that the board needed to look at this policy and he has something else he wants looked at too. After discussing the current policy on sick, comp and vacation time the board decided to wait until the workshop to discuss further. James stated there is something else that needed to be reviewed and he could not find it in the policy book right now, where a full-time employee can earn comp time. James stated that is why you do a salary and he had never heard of a salary employee earning comp time. Valerie stated Mountain Electric salary employees cannot have comp time. James stated he had checked a few places also and they did not receive comp time. James stated it was in the policy book, it was showed to him one day but failed to find it tonight. James stated it was not the tag people or Tammy, or Lise, she was part-time, she would never earn comp time, nor was it the maintenance guys either, just salary personnel. James would like that looked at too in the workshop.

The board discussed a workshop and planed it on February 17th at 8:00 am.

Crystal Hicks gave the tag office report. She also stated that Myron West will be retiring in 6 months. Crystal stated that Myron suggested she keep \$100.00 petty cash in both drawers and make daily deposits. Crystal requested to be able to have \$100.00 in her petty cash drawers to be able to make daily deposits and still have change available. Joleta made a motion to have \$100.00 in petty cash for each drawer in the DMV. James seconded the motion. All agreed by a show of hands and stating I.

Chief Byron Clawson gave the police report. Chief Clawson stated to the board how January had been a very busy month. He explained to the board about an equipment grant he was working on from Governor's Crime. The value of the grant is \$23,832.77, and if awarded it will be used to purchase new computers, mobile radios, and new body camera's. Byron stated the grant is in review right now and hopefully within two months he will know something. James added it was a no match grant with no money from the Town involved. Byron then told the board about obtaining two search warrants for two different locations, four people were arrested and have been charged with possession of meth and maintaining a dwelling in conjunction with the police department attempting to make controlled buys of narcotics in different locations. He added they have several investigations on going. Joleta stated she did not receive her packet on Friday but received it on Monday and would like to receive it on time so she can check the statues. Chief Clawson stated he was aware that her and Valerie's packet were left in the truck and stated he would make sure the officers bring it on time. Chief Clawson told the board he would like to hire Matthew Potter for police officer and since he already works part time here, there would not be extra costs in hiring him. The board approved. Chief Clawson gave the board a statement about some surplus property that he would like to discuss what to do with, but after discussion, no decision was made, and it was tabled.

Lise Meinhardt gave the financial report. Lise stated she had been doing the annual year end reports and submitted them. Lise stated the gas tax refunds for June 2016 to January 2017 had been submitted and was \$2831.00. Lise asked the board if there could be a PDF made of the packets and sent to each e-mail? After discussion the board agreed to have it e-mailed and sent out. Lise then gave the administrator report. She stated there have been no responses back for the audit bids. James stated to advertise again and put on the website. Joleta then asked Lise if she knew anything about the water leaks in Town. Lise stated no. Joleta asked Lise to explain the overtime and comp time with the maintenance men and how it is applied. Lise stated that when they work on an hourly basis, anything

over forty hours is overtime. They receive comp time when they are on call and cannot leave the area. James asked Lise about Danny Ray's comp time. Lise stated that he used it before he left but if there is some left he will get paid for it. Lise stated that something needed to be done but she had been paying it out since in the past it was always done that way. Lise stated to the board the new pay period would start this week with it going from Thursday to Wednesday and it would be short two days. Joleta stated that it was not actually approved she stated it was discussed and no motion made and did not want it changed. She stated the board discussed it, but no vote was taken on the subject. Lise stated that they would not do it.

Tammy Gardner gave the clerk's report. She asked for tax releases for interest charges added on three properties postmarked before the sixth of January. Kay Suddereth \$3.99, Bell South Telecommunications \$.93, and Piedmont Natural Gas \$9.19. Greg made a motion to release all three properties interest fees. Lauren seconded the motion. All agreed by a show of hands and stating I.

In old business

James stated that he felt they needed to advertise closed bids for the audit in the papers and on the website for closed bids again. James asked Mr. Seegers if the board needed to make a motion for the ads on bids again. Mr. Seegers stated they need to make a new motion. After discussion James made a motion to put the audit back out to closed bids and advertise in both papers and website. Joleta seconded the motion. All agreed by a show of hands and stating I.

In new business

Lauren presented an application for Board and Committee appointments which she would like to put on the website also. Lauren asks that people put their application in a sealed envelope and sign their name on the seal, so it cannot be tampered with. Lauren asked the board to move to adopt the application for committees and boards discussed at the workshop and open those sealed applications at the March board meeting. James seconded the motion. All agreed by a show of hands and stating I.

Lauren then suggested that they do not replace Danny Rays position until the new budget since she has been thinking really hard about the situation financially, and since adjustments had been made to the police department, she wants to wait until budget time. Lauren suggested that the board sits back and looks at the situation. Valerie stated that Danny's job was already budgeted for. Joleta stated that she feels Mark Osborn was a great candidate for the job and has worked two or three years part time already. Valerie stated that she checked, and he has not applied yet. Valerie stated that from the applications Keith had showed her there was one very good candidate. Lauren then stated what if Mr. Hoilman goes back to that position, how much money will we save then. Joleta stated she was bold in saying that. Lauren stated she was not altering his lifestyle she was looking at numbers. James stated he felt that Lauren was trying to save the town money and stated that was the job of all the members sitting here. James stated the average age of the residents was 58 to 59, he stated if you look at the majority are women, elderly, retired or widowed, it is the best intention to try to save money. James felt Lauren meaning is that they need to freeze that position for now since Mark is getting 30 hrs. now, and to wait to fill it since there is no grass to mow right now. James stated he wants to move forward to help the town. James stated it did not mean they were not going to hire someone. Greg stated he felt they should have the manager of the department here and did not feel comfortable discussing it without him here. Valerie stated there was something the board needed to think about and that is two of the employees could retire at any time. She stated they would need someone with some decent training to take over. James stated he did not disagree with that. After discussion, it was tabled until the workshop.

Clara Dickson stated she would like to say something. She approached the board and stated she heard James talking about raising the towns taxpayer's money, and stated he was right about the age group in town and stated they need to go on the internet and search for small businesses to come into the town to help bring in tax revenues. James stated to Clara that he thought she was talking about economic development and stated the county has an economic development team that works closely with the town. James stated that there is one thing the county is proud to announce; a new factory coming and its where the old IRC building is. James stated it will bring 40 jobs to the area.

Joleta made a motion to adjourn. Greg seconded the motion. All agreed by a show of hands and stating
I. Meeting adjourned at 7:30 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner