

TOWN OF NEWLAND  
MONTHLY BOARD MEETING  
OCTOBER 5, 2021  
6:00 PM

PLEDGE OF ALLEGIANCE

PROPOSED AGENDA

APPROVAL OF MINUTES

APPROVAL OF SPECIAL MEETING MINUTES

PUBLIC COMMENTS

DEPARTMENT REPORTS

OLD BUSINESS

NEW BUSINESS

TOWN OF NEWLAND  
MONTHLY BOARD MEETING  
AUGUST 3, 2021  
6:00 PM

**PRESENT:**

**MAYOR:** Valerie Jaynes

**ATTORNEY:** Joe Seegers

**ALDERMAN:** Kenny Caraway, James C. Johnson (absent) Lauren Turbyfill,  
Christie Hughes (absent) Dave Calvert.

**GUESTS:** Jamie Shell

**STAFF:** Chief Byron Clawson, Colby Benfield, Shelby Taylor, Tammy Gardner

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

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

Dave made a motion to approve the July minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

Chief Byron Clawson gave the police report. Chief Clawson stated the Police Standards Commission audited the department and they had a good audit. The next audit would be in three years. Chief Clawson stated he was moving forward to fill the positions in his department and asked the board if they agreed. The board agreed.

Colby Benfield gave the public works report. Colby stated one of the main pumps was down and it would cost \$3000.00 to \$5000.00 to fix. Colby stated he passed another test. Colby stated the paving had started and he hoped to get all paved and patched soon. Colby stated he checked on prices for the dog park. Colby stated the fence and post would be around \$1000.00 for a 100x100 lot. Colby stated he has complaints about people parking in the grass across from Mountain Heritage. After discussion the board agreed for Colby to talk with Mr. Ware about this. Colby asked the board about approval to purchase a building kit for the Towns property and the having a contractor put it up. The kit is for the building and insulation, and they could concrete and finish in the winter months when they were not as busy. Colby stated it would save the Town money. The board agreed.

Mayor Valerie Jaynes gave the finance report. Mayor Jaynes stated she ran the administrator ad in High Country Councils and Indeed and has a few applications. Mayor Jaynes stated they received the grant for

the home beautification they applied for. Mayor Jaynes stated she would set up an appointment to meet with Hilary Greenburg the lady in charge to get that going.

There was no old business:

In new business: Mayor Jaynes asked about moving Courtney up over the tag office and giving her the pay that comes with that position. Kenny stated she had been doing the job and there was not that much difference in the pay so she should be able to move up. Kenny made a motion to move Courtney up and increase her pay to what Whitney was making. Lauren seconded the motion. All agreed by a show of hands and stating I.

The board discussed the yearly raise increases and a bonus for the employees since it was not given in July. The board stated they would discuss a bonus later in the year. After discussion, Kenny made a motion to give a 3% pay increase across the board. Dave seconded the motion. All agreed by a show of hands and stating I.

The board discussed treat street and set a date of October 29<sup>th</sup> 4:00 till 8:00 pm.

Lauren stated she was absent from last month's meeting because of a stomach bug but attended by phone and dismissed herself when the discussion started about paying the Mayor backpay and pay for working in the administrator office. Lauren stated she was highly disappointed in the figure the board came up with to pay Mayor Jaynes. Lauren stated it came out to \$10.00 an hour and felt it was a slap in the face for Mayor Jaynes after all the time she has put in. Kenny stated the mayor needs to let people know what days and time she is available. Lauren stated the Mayor has had a lot to go through since there was no direction and had to call places to get things figured out. The mayor stated the people she called was very helpful and the nicest people, which it helped a lot. Dave stated its very unfortunate this happened to begin with, and the town is in this predicament, Dave stated in his 30 years of management he has had to work a lot of hours so by default the position falls on the Mayor. Dave stated the money she gets is compensated for part of the time, and the other is for being the Mayor responsibilities. Dave stated hopefully the town can get someone as soon as possible. Dave stated we need to get a committee together to start looking at applications.

The board discussed doing a workshop to go over applications for the administrator's position, and set a date of August 11, 2021, at 5:30 pm.

Dave made a motion to adjourn. Lauren seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:15 pm.

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Mayor, Valerie Jaynes

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Clerk, Tammy Gardner

TOWN OF NEWLAND

SPECIAL MEETING

AUGUST 3, 2021

6:00 PM

PRESENT:

MAYOR: Valerie Jaynes

ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Christie Hughes

STAFF: Chief Byron Clawson, Tammy Gardner

The Mayor called the meeting to order at 10:00 am. The Mayor then led the audience in the pledge to the American flag.

Kenny made a motion to open the special meeting for discussing applications, setting up interviews, software, and budget amendments. James seconded the motion. All agreed by a show of hands and stating I.

The board went through the applications and discussed the qualifications of the applicants. After reviewing the applications, the Mayor then set up appointments for interviewing on September 14<sup>th</sup>.

After discussion of the software program, Southern Software INC. Kenny made a motion to accept the proposal for Southern Software INC. Christie seconded the motion. All agreed by a show of hands and stating I. James made a motion to buy a server for the new software program. Christie seconded the motion. All agreed by a show of hands and stating I.

After discussion to amend the budget, Kenny made a motion to move 100,000.00 from the contingency fund. James seconded the motion. All agreed by a show of hands and stating I.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I.

Meeting adjourned at 12:30 pm.

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Mayor, Valerie Jaynes

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Clerk, Tammy Gardner

TOWN OF NEWLAND

SPECIAL MEETING

SEPTEMBER 18, 2021

10:00 AM

PRESENT:

MAYOR: Valerie Jaynes

ALDERMAN: Kenny Caraway, Christie Hughes, Lauren Turbyfill, Dave Calvert

James C. Johnson(absent)

STAFF: Chief Byron Clawson, Tammy Gardner

The Mayor called the meeting to order at 10:10 am. The board discussed the applicants for Town manager. Lauren stated to write down the top picks to avoid a lot of discussion. Christie stated she was worried about the contingencies. Lauren agreed. Kenny stated that 80,000 was too much to pay for a manager and would not be fair to the Chief and other employees. After discussion Kenny made a motion to offer Jeremy Gerrish the position of administrator. Lauren seconded the motion. Christie agreed by a show of hand and stating I. Dave came to the meeting after the vote.

Kenny stated he and Jamie discussed hiring Nancy Johnson to do the finance job on a part time basis. The Mayor stated she would get in touch with her.

The Mayor then called Jeremy Gerrish to see if he was still interested. Mr. Gerrish stated he was interested and could start September 27<sup>th</sup>.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 11:00 am.

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Mayor Valerie Jaynes

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Clerk, Tammy Gardner