

TOWN OF NEWLAND

WORKSHOP

FEBRUARY 28

5:30 PM

AGENDA

HIRE PART TIME WORKER FOR TAG OFFICE

GO OVER PERSONNEL POLICY DRAFT

TOWN OF NEWLAND
MONTHLY BOARD MEETING
MARCH 2, 2020
6:00 PM

PLEDGE OF ALLEGIANCE

PROPOSED AGENDA

APPROVAL OF PUBLIC HEARING MINUTES

APPROVAL OF MINUTES

PUBLIC COMMENTS

DEPARTMENT REPORTS

OLD BUSINESS

NEW BUSINESS

TOWN OF NEWLAND

PUBLIC HEARING

FEBRUARY 2, 2021

5:50 PM

PRESENT:

MAYOR: Valerie Jaynes

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

STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson

The Mayor Pro-Tem declared the public meeting open at 5:50 pm. The hearing was held for policy change. The policy change was for the Martin Luther King holiday and comp time. There were no public comments. The Mayor declared the meeting closed at 5:59 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
FEBRUARY 2, 2021
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes

ATTORNEY: Joe Seegers (absent)

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

STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson

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

The Mayor delegated Keith Hoilman to take the February meeting minutes.

James made a motion to accept the proposed agenda. Dave seconded the motion. All agreed by a show of hands and stating I.

James made a motion to approve the Public Hearing minutes. Lauren seconded the motion. All agreed by a show of hands and stating I.

James made a motion to approve the January minutes. Christie seconded the motion. All agreed by a show of hands and stating I.

The Mayor recognized Dave Calvert. Dave started by explaining how he has been in management for over 30 years. Dave stated he would like clarification on whom asked for the special meeting. Christie stated she asked for it. Dave asked for what reason it was needed. Christie stated to talk to the employee's to see if they needed anything, or if they could help in any way. Dave stated according to the law that would be illegal. Lauren stated she agreed with it because she thought it was a good ideal, the same as when they interviewed people or same mind state to be able to ask questions like what does a normal day look like and is their anything to make your job easier. Lauren stated she seen in the policy book and personally felt like it was wrong, and she decided not to have it. Dave stated the reason he questioned it was rumored from an informant or through town that it was to gather information to be able to dismiss the Town administrator. Dave stated he just wanted to clarify that. James stated he was not looking to fire anyone. Dave stated when he emailed and did not receive a response he started reviewing and was afraid of doing something improper or illegal. Dave stated he would rather discuss things as they come out rather than letting them go. Dave stated to the board if they get a chance to pull up the minutes from the last year to please do so. Dave stated it was really good to see what has been accomplished. Dave stated if something comes up to address it then. Dave stated he was not comfortable with the lawyer situation either. Dave stated we need to move forward. James stated that wanted to see what the employees were doing because every year they evaluated are for raises. James

stated it was discussed about longevity at budget time. Raises were proposed at 3% but were given 1 and a half. James stated that was more of the intent. James stated no one was looking to fire or run anyone off. James stated that all the employees work at the pleasure of the board, Dave stated it was the Town administrator's job to do evaluations and the board to do a format. Dave stated for them all to work together, not 2 or 3 board members. James stated he tried to contact Dave by text message. James asked Dave if he had done the ethics class. Dave stated he was doing it. James stated they should get together and figure out where the negativity is coming from. Dave asked if there was a hidden agenda that he was not aware of. The mayor stated she wanted to address something, that one of the email responses was inaccurate and inappropriate. The Mayor stated the email sent to the administrator was that they would call him if they needed him and he was not needed for the evaluations. The mayor stated she had been in contact with a lawyer and it could have set up a lawsuit. The mayor said a chain of command needs to be set up and she would be happy to go to each employee to see what they need. The mayor stated she would be more involved if that is what it takes, but she was sick of all the nickpicking going on. The Mayor stated it was a municipality and it needs to be run like one. Lauren stated she has done a lot of praying about this and thinks they need a change of perspective. Lauren stated instead of looking at the person they need to look at that position. She stated it needed to be about the position and if it is being done properly. Dave stated to come up with a formal format. Lauren stated that was done in the past, she has her note's and a man came and evaluated the employees and it should still be accurate. Keith stated it started in a workshop to do format and evaluations, but was never finished. In the new draft version it was decided the department head would do evaluations, but not policy. Kenny stated he voted no because he was not comfortable evaluating employees on the job descriptions that they have. Kenny stated the department heads know what the employees do and should be in charge of evaluations. Christie stated the board members should get know and understand the jobs of the employees and the employees better. The Mayor stated the need to take notes at each meeting and put unfinished business on the next agenda. The Mayor stated if anyone has something against the other go talk and not let it fester.

Chief Byron Clawson gave the police report. Chief Clawson went over all notable calls. Chief Clawson stated officer Fields and officer Queen attended Dangerous Crossroads 1st and 4th Amendment Issues. Chief Clawson attended Civil Unrest training with Sheriff Frye. Chief Clawson stated he completed the accreditation process for the Newland Police Department for safe communities.

Keith Hoilman gave the administrators report. Keith stated Bojangles was at a standstill right now and it would probably be April. Keith stated that Oreilly's is still a go and should close next month. Keith stated there was other projects being looked at.

In old business: The Mayor stated in the last meeting we should have reappointed a Mayor Pro-Tem.

Lauren made a motion to reappoint James C. Johnson as Mayor Pro-Tem. Dave seconded the motion. All agreed by a show of hands and stating I. Motion carried. Kenny discussed the job of a Mayor Pro-Tem and asked James if he was comfortable doing the thing a mayor does in case Valerie was absent. James stated he was comfortable.

In new business: James made a motion to accept the policy change of Chapter 13 and Martin Luther King Day. Dave seconded the motion. All agreed by a show of hands and stating I. Motion carried.

James stated at the next workshop there needs to be a policy in place to protect the Town when they adjust water bills. James stated they need to do a workshop on it, so a workshop was planned for February 25th at 5:30 pm. Kenny asked about a system to be able to hear people better. Keith stated he had a couple of estimates. The board discussed doing an ethnic's training and training for the clerk also. The board discussed getting a tv and being able to do zoom meetings. The mayor asked if the snow day situation was worked out. James and Keith have set up a call to go out to the employees. Christie stated she went to Keith and told him she was sorry for anything in the past. Keith stated she did. Christie stated to the board to make this a new day and a fresh start over today. The board agreed.

Christie made a motion to adjourn. Lauren 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