

TOWN COUNCIL ACTIONS

Regular Meeting

February 17, 2015

COMMITTEES

- Accepted Tony Gonsalves' resignation from the Parks and Recreation Advisory Board.
- Accepted Dolores Coe's resignation from the Board of Adjustment.
- Accepted Al Sharp's resignation from the WMPO Bike/Pedestrian committee.
- Appointed Sarah Smith as an alternate member on the Shoreline Access, Beach Protection and Parking Committee.
- Dissolved the Annual Street Festival committee.
- Appointed Deborah McKenna as the Town's representative on the Cape Fear Disabilities Commission and appointed Dennis Moore as the Town's alternate representative on the commission.

COUNCIL/LEGAL

- Approved travel for Mayor Lambeth, Mayor Pro Tem Bloszinsky and Commissioners Swearingen and Pagley to attend the 2015 NC Coastal Local Governments Annual Meeting in Pine Knoll Shores on March 16 & 17, 2015, at the estimated cost of \$918.
- Approved travel for Mayor Lambeth, Mayor Pro Tem Bloszinsky and Commissioners Swearingen and Pagley to attend the NCLM 2015 Town Hall Day in Raleigh on March 18, 2015, at the estimated cost of \$1,303.
- Rescheduled the March regular Council meeting from Tuesday, March 17, 2015 to Monday, March 23, 2015, to be held at Town Hall beginning at 6:30 p.m., or soon thereafter.
- Approved separating the Finance department from the Administration department.

FINANCE/BUDGET

- Approved the printing of 3,000 copies of the new Bike/Pedestrian tri-fold brochure and 3,000 copies of the Beach Safety brochure, to be printed by Southern Sign Company at the estimated cost of \$625.95 per set; to be paid out of the Committee budget.
- Adopted the Budget Calendar for Fiscal Year (FY) 15-16.
- Approved paying a \$450 invoice for the completed corral land survey, to be paid out of the Committee budget.
- Approved making an exception to the Town's tuition reimbursement policy for a Town employee's college tuition which was already paid through a Town credit card.

NO ACTION/FOLLOW UP/TABLED

- Council asked to be emailed the dates of the FY15-16 Budget Workshops and the Public Hearing, so they can mark their calendars.
- Council asked the Finance Officer to email them a copy of the details of the salary study tomorrow, and they will take action on the data during the Budget Workshops.

TOWN COUNCIL ACTIONS

Regular Meeting

February 17, 2015

- Council will review the revised job descriptions for the Finance Officer and the Town Clerk to further discuss and consider at the March Council meeting. The Town Clerk is to correct the wording “Town Board” in the job descriptions to state “Town Council.”
- The Town Clerk and Finance Officer are to contact other municipalities to see what their tuition reimbursement limit and policy is, and are also to contact the NC League of Municipalities for their recommendation; this information to be presented to Council once gathered.
- Council asked the Fire Chief to work with his employee to determine the latest date a revised tuition policy needs to be put in place by Council, so that the employee can decide on his future schooling.

STAFFING

- Approved a letter of recommendation for Assistant Fire Chief Kennedy to attend the Executive Fire Officer Program, to be signed by the Mayor.
- Adopted a revised organizational chart showing a separate Finance department and FTE split.

APPROVED MINUTES

- January 20, 2015, public hearing and regular
- January 26 & 27, 2015, Council retreat
- January 27, 2015, closed session

Nancy Hewitt,
Deputy Town Clerk
2/18/15