

TOWN COUNCIL ACTIONS

Council Retreat
January 24, 2017

COUNCIL/LEGAL

- Directed the building inspector to ask the Planning and Zoning Commission to recommend how to best charge additional storm water fees for existing properties that are having more impervious surface square footage added.
- Requested that the town clerk present council with the following amendments to the town's personnel policy for consideration before final approval:
 - Eliminate all of the part-time employee benefits that are currently listed in the town's personnel policy, except for those benefits that are required by federal or state law, with the exception of also granting part-time employees one day of sick leave per year.
 - Council asked that the personnel manager inform them of policies from other towns regarding part-time benefits.
 - Allow all of full-time employee's excess vacation accrual over 30 days to be converted to sick time that may be used as extra service credit towards the employee's retirement.
 - Delete the section in the personnel policy that says employees cannot use sick leave to care for their healthy children while their spouse is ill.
 - Add the following new section:
 - Section 13A – Transfer of sick time for new hires. Sick time earned by new hires at another NC government agency will be accepted for the purpose of reporting to the NC State Retirement System upon retirement for use towards additional service credits.
 - Approved amending Article IX, Section 5–Voluntary Retirement, with the following clarifications: 1) the town will pay premiums associated with group medical insurance for either a Medicare supplement, if the retiree is Medicare eligible, or for the same coverage regular employees receive, if the retiree is not Medicare eligible; and 2) the town will pay 100 percent of the premium, if allowed by the insurance vendor. If not allowed, the retiree is responsible for costs that the vendor requires the employee to pay.
 - Council asked that the finance officer inform them of the financial impact this policy will have on the budget.
 - Council asked that the personnel coordinator inform them of policies from other towns regarding this.
- Made the following decision regarding the proposed Town Hall complex and new fire station:
 - Directed Oakley Collier Architects to revise their proposed design of the Town Hall complex as follows: remove the plan to tear down the building located on the northwest corner of the complex and remove the plan to install a driveway along the north side of the complex, spanning from the front of Town Hall to the back lot.
 - Approved the proposed design of the Town Hall complex as amended (see above), and approved Scheme 2 for the new fire station, with the final budget not to exceed \$5 million.
 - Authorized the town clerk to issue a Request for Qualifications (RFQ) for selection of an architectural firm for the project. The RFQs will be reviewed and an architect will be selected at the February 21st council meeting.

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FOLLOW-UP

- The mayor asked that the 2017 Council Goals be discussed and set during the budget workshop.
- The town clerk requested that council and department heads review Article X, Sections 2 and 5 of the town's personnel policy and give her any recommendations they have to update the language.

Nancy Hewitt, CMC, NCCMC
Deputy Clerk
January 26, 2017