

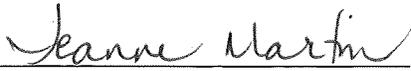
TOWN OF BURNSVILLE  
Special Meeting  
January 18, 2014

On January 18, 2014, the Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, Ron Powell, and Bill Wheeler present, held a special meeting at the Burnsville Town Center. Also in attendance were staff members Jeanne Martin and George Nero. The Mayor called the meeting to order, stating that the purpose of the meeting was to consider a variety of issues in a worksession format. George Nero moderated.

1. Council reviewed the town's long-term liabilities and cash position, as well as the 2013 audit.
2. There was a discussion about the commitment for post-employment benefits (OPEB) and the provision for contingencies on open-ended projects, such as sidewalks on the bypass.
3. Council discussed the condition/size/location of the building that currently houses the fire department. It was agreed that the fire chief (or his designee), architect Armin Wessel, and George Nero would be offered the opportunity to attend a fire symposium (FIREO) in Raleigh on March 17-19 to gather information about fire station design and equipment needs.
4. An elevator for the town hall was proposed and discussed. Although meetings could be moved to the town center to accommodate special needs, council agreed to explore the issue.
5. Decorative street lights up North Main to the library were discussed. This issue will be explored by the mayor.
6. Various business incentives were discussed, including additional events on the town square, enhancements to lighting and sidewalks, and stepped-up maintenance and safety patrol. The town attorney will be asked for a recommendation on an ordinance to address deteriorating storefronts. Council agreed to work with the Chamber of Commerce and the Economic Development Commission on this issue.
7. Employee benefits were discussed. It was agreed that the town's personnel policy needs in-depth review, with focus on specific job descriptions that relate to a specific pay scale. Raises should be linked to CPI so employees have assurances they will be paid enough to account for cost of living increases. A review committee will be established.
8. Councilors were reminded that a webinar for *Succession Planning* has been scheduled for January 31<sup>st</sup>.
9. Available for review were Town Center Facility Policies that have been revised. It was generally agreed that the facility should be available at no charge for use by town departments if it is not otherwise booked. It was agreed that there would be discussion at budget time about giving support to non-profits in the form of facility use rather than cash.
10. Council discussed the brush pickup policy, which is unclear to Council and the public. Ron Powell and Ruth Banks agreed to work together to clarify the policy and bring to council for approval.
11. It was agreed to postpone discussion of the "cap on spending" policy until budget time.
12. Security services for public housing complexes were discussed. Council learned there is no formal agreement, but action will be needed to rescind permission to the police to cover the Woodland Apartments.
13. Council agreed that the town hall should be a tobacco-free building. This will be an agenda item in February; an effective date of July 1<sup>st</sup> was proposed.

14. It was proposed that Council consider the establishment of the position of "town administrator." It was also proposed that George Nero, who plans to retire sometime in 2015, be considered as interim administrator, effective April 1<sup>st</sup>. This issue will be an agenda item in February, when a model of duties and proposed salary that will reflect a projection for Mr. Nero's successor will be available. Mr. Nero indicated a willingness to postpone a salary adjustment until July 1<sup>st</sup>.

There being no further business, the meeting adjourned.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor