

BURNSVILLE TOWN COUNCIL
Special Meeting
Tuesday, February 20, 2018

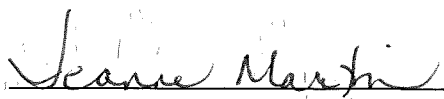
The Town Council, with members Mayor Theresa Coletta, Judy Buchanan, Russell Fox, Shannon Peterson, and Bunnie McIntosh present, held a special meeting on Tuesday, February 20, 2018, at the Burnsville Town Center. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Jeanne Martin, and Ronnie Tipton; and Town Attorney Heather Hockaday. The Mayor, who presided, called the meeting to order, stating that the purpose of and the agenda for the meeting was to consider and possibly take action on issues related to the following:

1. Proposed plans for expansion of Homeplace Brewery
 2. Review of public records policy with Attorney Heather Hockaday
 3. Discussion of upcoming meeting dates
- Homeplace Brewery – Councilors inspected the area designated for proposed alterations to the Town Center to allow a professionally constructed outdoor seating area for eight people on an “L” shaped bench, which would be roped off and gated on the west side of Area “C,” adjacent to the parking lot.
 - Review of Public Records Policy – Attorney Heather Hockaday defined what basically constitutes the Town’s public records and explained that everyone has a right to them. She said that public records are kept according to a retention schedule that is adopted by the Town Council. Mrs. Hockaday advised that the Town does not currently have a public records policy, but development of one should be considered.

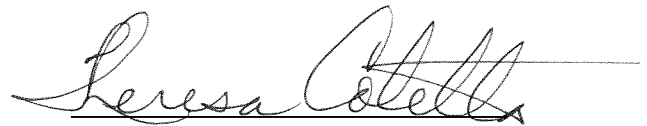
Theresa Coletta moved to direct Heather Hockaday and Jeanne Martin to develop a public records policy for Council consideration. Judy Buchanan seconded the motion, which carried.

- Discussion of upcoming meeting dates – Council considered possible dates in March for a work session to conduct Department Head evaluations. It was agreed to hold a work session on March 20 for this purpose. A performance evaluation form, a self-evaluation form, and job description will be furnished each department head ten days or so before the work session.

There being no further business, Shannon Peterson moved to adjourn. Judy Buchanan seconded the motion, which carried.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor