

MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Workshop
Tuesday, June 18, 2024**

The Town Council for the Town of Weaverville held its regularly scheduled workshop meeting on June 18, 2024, at 6:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, N.C.

Councilmembers present: Mayor Patrick Fitzsimmons, Vice Mayor John Chase and Council members Doug Jackson, Catherine Cordell, Michele Wood, Peter McGuire and Dee Lawrence.

Staff members present: Town Attorney Jennifer Jackson, Finance Director Tonya Dozier, Planning Director James Eller, Town Clerk Tamara Mercer, Police Chief Somer Oberlin, Fire Chief Scottie Harris, Public Works Director Dale Pennell, Water Plant Supervisor Randall Wilson, and AV Operator Lauren Ward.

1. Call to Order *Mayor Fitzsimmons proposed that the order of agenda items be reversed so that the budget discussion was first, followed by the Closed Session. This agenda adjustment was made without objection.*

2. Town Council Budget Adoption: Adoption of FY 2024-2025 Budget Ordinance, Pay & Position Classification Plan and Fee Schedule.

The Public Hearing was held on May 14, 2024 for the proposed budget, so the adoption of the budget was eligible for action.

Mayor Fitzsimmons encouraged Town Council final discussion.

Finance Director Dozier noted that the proposed budget for fiscal year 2024-2025 up for adoption included three parts: (1) Annual Budget Ordinance, (2) Fee Schedule including new water rates, and (3) Pay Plan and Position Classifications.

Ms. Dozier provided the details of the final summary page and Mayor Fitzsimmons requested a review of the discretionary items. Director Dozier reviewed the items that were added to the proposed budget after Town Council's last meeting:

- Grapple truck with knuckleboom loader - \$228,000
- Parking Lot below Public Works Facility - \$85,000
- Assistant Public Works position ¼ year - \$32,500
- Part-time Recreation Assistant position - \$19,300

Ms. Dozier noted that salaries were budgeted with a 5% increase, with 3% COLA and merit pay up to 2% for the 5% total. In response to Councilmember Wood's request to discuss a 5% COLA increase, Mayor Fitzsimmons said Council had in the past done away with the COLA system to reward the better performance employees.

Councilmember Wood expressed her strong support for implementing a 5% COLA (without merit pay) across the board, and asked if there was Town Council support for a motion to that effect but no one expressed interest in that.

In response to Mayor Fitzsimmon's question, Ms. Dozier reiterated that the 3% COLA and 2% merit were included in the budget and that the proposed pay plan that is to be effective July 1, 2024, if adopted, reflects the 3% COLA.

Vice Mayor Chase suggested adding a part-time HR position or consultant and questioned where that person might fit within the Town organizational structure. Attorney Jackson suggested a review of the organizational structure could be addressed later and that a budget amendment could be adopted to include a human resources position as directed by Town Council.

Councilmember Jackson moved to adopt and approve the FY: 2024-2025 Budget Ordinance, Fee Schedule and Pay and Position Classification Plan as presented. The motion was approved unanimously. 7-0.

3. Closed Session

At 6:10 p.m. Vice Mayor Chase moved to enter closed session pursuant to: N.C.G.S. §143-318.11(a)(3), in order to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged; N.C.G.S. §143-318.11(a)(5), to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract; and N.C.G.S. §143-318.11(a)(6) in order to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. The motion was approved with a unanimously vote of 7-0.

[CLOSED SESSION]

At 6:31 p.m. Councilmember Jackson moved to re-enter open session and with a unanimous vote Town Council re-entered open session.

Vice Mayor Chase moved to confirm the appointment of Fire Chief Scottie Harris as Acting Town Manager while Town Manager Coffey is out on leave. Without objection the motion was approved unanimously. 7-0.

3. Adjournment

There being no further business and without objection, Mayor Fitzsimmons adjourned the workshop at 6:32 p.m.

ATTEST:



Tamara Mercer