

**TOWN OF SILER CITY**

The Siler City Board of Commissioners met in Regular Session on **Tuesday, January 3, 2023**, at 6:30pm in Multipurpose at the Wren Memorial Library with Mayor Price presiding. Commissioner Brown gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Bray recited the Town of Siler City Mission Statement and Commissioner Fadely recited the Town of Siler City Vision Statement.

**ELECTED TOWN OFFICIALS PRESENT:** Albert Alston, Cindy Bray, Curtis Brown, Lewis Fadely, Bill Haiges, and Thomas “Chip” Price, and James Underwood

**ELECTED TOWN OFFICIALS ABSENT:** Norma Boone

**TOWN STAFF PRESENT:** Town Manager Hank Raper, Attorney William Morgan, Planning Director Jennifer Baptiste, Community Development Jack Meadows, Finance Director Tina Stroupe, Parks and Recreation Director Jack Clelland, Public Works Director Cal Pettiford, Human Resources Director Nancy Darden, Public Utilities Director Chris McCorquodale, and Town Clerk Jenifer Johnson.

**AGENDA ADJUSTMENTS/APPROVAL OF AGENDA**

*A motion to approve the agenda as presented was made by Commissioner Brown, seconded by Commissioner Alston, and unanimously approved.*

**CONSENT AGENDA**

*A motion to approve the consent agenda which includes the Personnel Policy Retiree Health Insurance Revision (Incorporation by reference as if fully set forth herein Schedule A) and 2023.12 Budget Amendment – Police Grant (Incorporation by reference as if fully set forth herein Schedule B) was made by Mayor Pro Tem Haiges, seconded by Commissioner Brown, and unanimously approved.*

**PUBLIC COMMENT PERIOD**

Gail Matthews, 1308 Alston Avenue, Siler City, NC 27344

Invited everyone to the Martin Luther King celebration on Sunday, January 15, 2023.

**PRESENTATIONS**

Mayor’s Proclamation for Law Enforcement Day

Mayor Price read aloud a proclamation for Law Enforcement Day. (Incorporation by reference as if fully set forth herein Schedule C)

**OLD BUSINESS**

City Hall Renovation Project Update

Town Manager Hank Raper stated as part of the City Hall Renovation Project, staff has identified additional essential items that need to be added to the project ordinance. Some of these items have been discussed by the Board of Commissioners previously, but no action was taken. (Incorporation by reference as if fully set forth herein Schedule D)

Raper shared the list of these necessary items along with the associated cost, which would come from both the 10 and 30 Funds.

**SCHEDULE D**

TOWN OF SILER CITY  
 BOARD OF COMMISSIONERS  
 JANUARY 3, 2023, MINUTES  
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Item	Amount	10 Fund (67%)	30 Fund (33%)
ADA Ramp	\$200,000.00	\$ 134,000.00	\$ 66,000.00
Badge System	\$ 24,800.00	\$ 16,616.00	\$ 8,184.00
Blinds (36)	\$ 6,700.00	\$ 4,489.00	\$ 2,211.00
Camera System	\$ 57,300.00	\$ 38,391.00	\$ 18,909.00
Courtroom AV	\$ 47,100.00	\$ 31,557.00	\$ 15,543.00
Courtroom Panels	\$ 8,400.00	\$ 5,628.00	\$ 2,772.00
Gutters	\$ 25,000.00	\$ 16,750.00	\$ 8,250.00
Network Wiring Upgrade	\$ 13,500.00	\$ 9,045.00	\$ 4,455.00
Painting Outside	\$ 25,000.00	\$ 16,750.00	\$ 8,250.00
Parking Lot Paving (Campus Wide)	\$ 29,800.00	\$ 19,966.00	\$ 9,834.00
Pressure Washing Outside	\$ 10,000.00	\$ 6,700.00	\$ 3,300.00
Public Works Wall	\$ 1,000.00	\$ 670.00	\$ 330.00
Server Rooms Construction	\$ 2,000.00	\$ 1,340.00	\$ 660.00
Signage (Additional)	\$ 2,500.00	\$ 1,675.00	\$ 825.00
Soffit Work	\$ 20,000.00	\$ 13,400.00	\$ 6,600.00
Windows (74)	\$112,500.00	\$ 75,375.00	\$ 37,125.00
Wireless Rework	\$ 1,900.00	\$ 1,273.00	\$ 627.00
	\$587,500.00	\$ 393,625.00	\$ 193,875.00

Raper stated that Town Staff does not anticipate the completion of these items delaying the reopening of City Hall. The items would be completed over the next year as part of the 80-year remodel of City Hall. Staff is seeking direction from the Board of Commissioners, then we will bring back a project ordinance budget amendment to the next meeting for approval.

The Board of Commissioners discussed the items and asked Staff to bring back more information.

**NEW BUSINESS**

Compensation Study

Town Manager Hank Raper shared the Compensation Study results for 2023 which reflect increase in the following funds for the remainder of this fiscal year (Incorporation by reference as if fully set forth herein Schedule E):

10 Fund \$23,902.65  
 30 Fund \$ 2,217.97  
 40 Fund \$ 1,152.92  
 \$27,273.54

Raper stated due to the current and extremely competitive market, staff recommends that this compensation study become effective January 2, 2023, which is for the payroll dated January 20, 2023.

The Board of Commissioners discussed the proposed increases.

***A motion to approve the 2023 Compensation Study effective January 2, 2023, was made by Mayor Pro Tem Haiges, seconded by Commissioner Underwood, and unanimously approved.***

Finance Position Reclassification

Town Manager Hank Raper stated that the current Assistant Finance Director will be moving to the Finance Director position and the Finance Analyst will be moving to the Assistant Finance Director position. (Incorporation by reference as if fully set forth herein Schedule F)

Raper stated that this leaves vacant the Finance Analyst position, which Town Staff would like to reclassify to Budget Manager. This will move the budget functions out of the Finance Department to Administration where these functions best fit for the growth the Town is expecting.

Raper stated that there would be a grade change from 27 (\$54,703) to 34 (\$76,972) with no additional funds needed due to the savings in moving existing staff in the Finance Department.

The Board of Commissioners discussed the change in classification.

***A motion to approve the title of Finance Analyst position to Budget Manager and move the salary grade from 27 to 34 was made by Commissioner Fadely, seconded by Commissioner Bray and unanimously approved.***

**MANAGER'S REPORT**

Town Manager Hank Raper shared the following with the Board of Commissioners:

- Introduced new Planning Director Jennifer Baptiste
- Staff will be bringing the recommendation for the Land Use Plan to the next meeting
- Staff will be bringing the recommendation for the Parks and Recreation Master Plan to the next meeting

**TOWN ATTORNEY INFORMATION**

none

**GOVERNING BODY COMMENTS**

none

**CLOSED SESSIONS**

***A motion to go into Closed Session §143-318.11(a)(3) 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 at 7:43pm was made by Mayor Pro Tem Haiges, seconded by Commissioner Fadely, and unanimously approved.***

***A motion to come out of closed session at 7:58pm was made by Mayor Pro Tem Haiges, seconded by Commissioner Brown, and unanimously approved.***

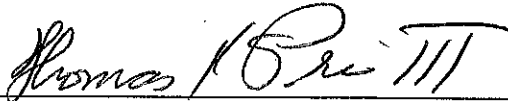
***A motion to go into Closed Session §143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged at 7:59pm was made by Commissioner Fadely, seconded by Mayor Pro Tem Haiges, and unanimously approved.***

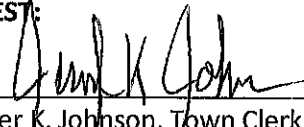
***A motion to come out of closed session at 8:10pm was made by Mayor Pro Tem Haiges, seconded by Commissioner Bray, and unanimously approved.***

*A motion to take action in the name of the Town of Siler City against the owners and occupants of parcel 89637 Fabiolan Medina-Sherman located at the corner of Smith Hudson Road and Wellaway Lane for nuisance abatement was made by Commissioner Fadely, seconded by Commissioner Alston, and unanimously approved.*

**ADJOURNMENT**

With no further business the Board of Commissioners adjourned at 8:12pm.

  
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Thomas K. Price, III, Mayor

ATTEST:  
  
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Jenifer K. Johnson, Town Clerk

