

**TOWN OF SILER CITY**

The Siler City Board of Commissioners met in Regular Session on **Monday, December 2, 2019** at 7:00pm in City Hall Courtroom with Mayor Grimes presiding. Mayor Grimes gave the invocation with the Pledge of Allegiance following. Commissioner Haiges recited the Town of Siler City Mission Statement and Commissioner Price recited the Town of Siler City Vision Statement.

**ELECTED TOWN OFFICIALS PRESENT:** Cindy Bray, Curtis Brown, Larry Cheek, John Grimes, Bill Haiges, Thomas "Chip" Price, and Tony Siler

**ELECTED TOWN OFFICIALS PRESENT:** Lewis Fadely

**TOWN STAFF PRESENT:** Town Manager Roy Lynch, Attorney William Morgan, Human Resources Director Nancy Darden, Public Works Director Chris McCorquodale, Parks and Recreation Director Joseph Keel, Police Chief Mike Wagner, Police Lieutenant Andrew Freeman, and Town Clerk Jenifer Johnson.

**AGENDA ADJUSTMENTS/APPROVAL OF AGENDA**

Lynch requested the addition of Airport Landside Paving Grant Agreement under the Consent Agenda.

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

**CONSENT AGENDA**

***A motion to approve the consent agenda which includes the Airport Landside Paving Grant Agreement was made by Mayor Pro Tem Cheek, seconded by Commissioner Price and unanimously approved.***

**ORGANIZATIONAL ITEMS**

**Oath of Offices**

District Court Judge Joseph Buckner administered the following oath of office:

John Grimes – Mayor

Larry Cheek – District 2 Commissioner

Curtis R. Brown – District 3 Commissioner

William Haiges – District 4 Commissioner

Thomas K. (Chip) Price – At Large Commissioner

(Incorporation by reference as if fully set forth herein Schedule A)

**Elect Mayor Pro Tem**

Mayor Grimes asked for nominations for Mayor Pro Tem. (Incorporation by reference as if fully set forth herein Schedule B)

***A motion to appoint Larry Cheek as Mayor Pro Tem was made by Commissioner Siler, seconded by Commissioner Price and unanimously approved.***

District Court Judge Joseph Buckner administered the Oath of Office for Mayor Pro Tem Cheek.

### 2020 Calendars

Lynch presented the following calendars for 2020: Holiday Calendar, Board of Commissioners Regular Meetings

Planning Board, Airport Authority, Parks and Recreation Advisory Committee Resolution Amendment and Calendar, and the Downtown Advisory Committee (Incorporation by reference as if fully set forth herein Schedule C).

***A motion to approve the 2020 calendars as presented was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.***

### Legislative Agenda

Lynch shared the North Carolina League of Municipal (NCLM) Member legislative priorities for the 2019-20 legislative biennium, with several of those priorities focused on the significant revenue challenges facing municipalities. (Incorporation by reference as if fully set forth herein Schedule D)

The goals marked the culmination of more than six months of work by the League's four policy committees, which individually are made up of dozens of municipal officials from around the state, as well as the League's Board of Directors and general membership.

The following four committees consider the broad spectrum of municipal issues:

- Planning & Environment Legislative Action Committee
- General Government Legislative Action Committee
- Tax & Finance Legislative Action Committee
- Regulatory Action Committee

During its organizational meeting last year, the Siler City Board of Commissioners agreed that an annual review of the NCLM legislative agenda was appropriate, and that this would be conducted during the Town Board's annual organizational meeting. In addition, the Board agreed that this review would offer an opportunity for the Board to discuss any other legislative public policy issues that are relevant to Siler City interests and to direct what type, if any, advocacy efforts are to be engaged in support of the same.

Lynch stated that no action is required of this item unless the Board wishes to direct Staff to engage advocacy efforts on one or more of the NCLM legislative issues, or if the Board has any other legislative items desiring to be pursued.

### Training Opportunities

Lynch stated during an early meeting, the Board of Commissioners showed interest in training opportunities. (Incorporation by reference as if fully set forth herein Schedule E)

New and returning municipal elected officials are invited to join the UNC School of Government and the North Carolina League of Municipalities for Essentials of Municipal Government. These one-day workshops are designed to provide municipal elected leaders with the knowledge and skills necessary to transition from campaigning to government. With a multitude of instructors, topics, and interactive sessions, these courses will leave attendees with tools and guidelines for effective leadership. Participants will work through real-life scenarios to apply their learning as they go.

Essentials of Municipal Government will be offered in 11 locations in North Carolina to bring together leaders for collaborative conversations and information sharing.

Topics included:

- Open meetings and public records
- Group decision making
- Differences in the public and private sector
- Importance of municipal charters
- Financial and fiduciary responsibilities
- The elected board's role in budgeting
- Fund accounting
- Managing competing public values
- Legal structures and constraints on municipal authority
- Interests vs. positions
- Effective team building
- Overcoming partisanship and maintaining civil discourse

Each session begins at 8:30am and ends at 5:30pm and available at 11 locations.

Lynch also stated that the required Ethics Webinar for ALL newly elected officials will be available on December 10. Lynch stated to let Jenifer know when you would like to take it and she will set it up here at City Hall.

#### Board Appointments

Lynch stated that the following appointments needed to made:  
(Incorporation by reference as if fully set forth herein Schedule F)

#### Siler City Development Organization (SCDO)

Confirmation/appointment of Member and Alternate of SCDO Board. Currently serving: Commissioner Constantino, Mayor Pro Tem Cheek, and Mayor Grimes

***A motion to appoint Mayor Pro Tem Cheek as delegate and Commissioner Brown as the alternate was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.***

#### Triangle J Council of Governments (TJCOG)

Confirmation/appointment of Delegate and Alternate Delegate to the TJCOG Board. Currently serving as Delegate is Commissioner Bill Haiges. Currently serving as Alternate Delegate is Mayor John Grimes.

***A motion to appoint Commissioner Haiges as the delegate and Mayor Grimes as the alternate was made by Mayor Pro Tem Cheek, seconded by Commissioner Siler and unanimously approved.***

#### Chatham County Affordable Housing Committee

Confirmation/appointment of Member and Alternate of the Chatham County Affordable Housing. Currently serving as Member is Commissioner Price.

***A motion to appoint Commissioner Price as delegate and Roy Lynch as the alternate was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved.***

2020 Fire Department Officers

Lynch shared a memo from Fire Chief Scott Murphy requesting the following officer appointments for 2020: Assistant Chief's: Bill Scott and Eddie Dixon, Captains: Daniel Murphy, Jeff Griffin, Mike Powers, Todd Williams, Wes Cockman, Safety Officers: Jerry Ward and Mitch Van, Secretary Mike Smith and Asst. Secretary Charles McLaurin (Incorporation by reference as if fully set forth herein Schedule G)

***A motion to approve the Fire Department officers as presented was made by Commissioner Brown, seconded by Commissioner Haiges and unanimously approved.***

**MANAGER'S REPORT**

Lynch updated the Board of Commissioners on the following:  
Introduced new Police Lieutenant Andrew Freeman  
Photos will be taken at the next meeting on December 16.  
Christmas parade is December 5.

**TOWN ATTORNEY INFORMATION**

none

**DEPARTMENT REPORTS**

The following reports were shared with the Board of Commissioners: Finance, Fire, Human Resources, Parks and Recreation, Planning and Community Development, Police, and Public Works.

**GOVERNING BODY COMMENTS**

none

**ADJOURNMENT**

With no further business the Board of Commissioners adjourned at 7:35pm.

  
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John F Grimes, Mayor

**ATTEST:**

  
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Jenifer K Johnson, Town Clerk

