

TOWN OF SILER CITY

The Siler City Town Board of Commissioners met in budget workshop session on **Thursday, February 16, 2017** at 6:30 p.m. in the Courtroom with Mayor John Grimes presiding. Commissioner Siler gave the invocation.

ELECTED OFFICIALS PRESENT: Cindy Bray, Michael Constantino, Larry Cheek, John Grimes, Lewis Fadely, Bill Haiges and Tony Siler

ELECTED OFFICIALS ABSENT: Thomas "Chip" Price

TOWN STAFF PRESENT: Town Manager Bryan Thompson, Human Resources Director Nancy Bullins and Town Clerk Jenifer Everage.

AGENDA ADJUSTMENTS/ APPROVAL OF AGENDA

Thompson asked to add Solid Waste RFP under Old Business and Closed Session §143-318.11(a)(4) to the agenda.

The consensus of the Board of Commissioners was to approve the agenda with the suggested adjustments.

OLD BUSINESS

Recreation Fund Raising

Thompson shared two proposals for recreation fund raising with the Board of Commissioners. Thompson recommended that the two companies come to the next budget workshop. The Board of Commissioners discussed the proposals and agreed to have them attend the next meeting on staggered times.

Recreation County Grant

Thompson shared the Chatham County Recreation Grants to Town Funding Policy document along with a request letter to Chatham County for a proposed funding of the renovation to the Siler City swimming pool. The Board of Commissioners discussed the swimming pool and the potential county funding.

The consensus of the Board of Commissioners was to send the request for grant funding to Chatham County.

Water & Sewer Rates

Thompson stated that he anticipated no changes in the water and sewer rates for the upcoming budget year.

Solid Waste RFP

Thompson shared a proposed RFP for Solid Waste. The Board of Commissioners discussed the proposal.

A motion to approve the RFP for Solid Waste as presented was made by Commissioner Bray, seconded by Commissioner Haiges and unanimously approved.

NEW BUSINESS

Pay for Performance/Evaluation Process

Bullins shared the proposed Pay for Performance Evaluation Tool 2017 with the Board of Commissioners. Bullins stated that the new evaluation tool has been designed for consideration that evaluates employee performance and rewards performance that meets expectations and above at the time of the annual evaluation. However, this tool will also be used as a Probationary Six-Month Evaluation instrument and as a tool for supervisors to use for a mid-year benchmark for employees that are no longer in a probationary status. The goal is for supervisors and employees to communicate throughout the year regarding work expectations and performance outcomes so employees can grow both personally and professionally and the organization reaps the rewards of employee satisfaction and longevity.

Bullins shared the following performance ratings have been established as measurements in the evaluation tool:

- Outstanding
- Exceeds Expectations
- Meets Expectations
- Needs Improvements
- Fails to Meet Expectations

Bullins shared the following score range and a pay for performance increase associated with them:

Outstanding	(3.5 – 4.0)	5.50%
Exceeds Expectations	(2.5 – 3.49)	4.00%
Meets Expectations	(2.0 – 2.49)	2.50%

Bullins stated that the pay for performance increases is based on market. Until recently, Chatham County used a pay for performance system that gave increases in increments of 2%, 4%, and 6%. Currently, they are implementing a new merit system and are intermittently giving across the board increases of 2.5 – 3% based on funding availability. Their system will provide a 2-3% increase for “meets expectations”. Merit tiers above that will be 1-1.5% each. Our proposal is comparable with Chatham County, which we feel is competitively important.

Bullins stated new employees receive probationary six-month evaluations. Based on their date of hire, all employees will receive annual evaluations each March and have mid-year conferences with their supervisor each September. Employees must be employed by July 1 to be eligible for the pay for performance increase the following July 1 and must not be in any probationary status on July 1.

Bullins stated that she anticipates the pay for performance increases for 2017-2018 to cost approximately \$78,035.

The Board of Commissioners discussed the performance evaluation tool including the ranges.

A motion to approve the Pay for Performance Evaluation Tool with the following amendments: Outstanding (3.5 – 4.0) 6.00%, Exceeds Expectations (2.5 – 3.49) 4.00%, Meets Expectations (2.0 – 2.49) 2.00% was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.

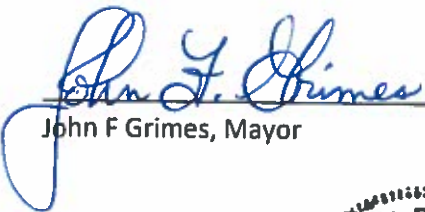
CLOSED SESSION

A motion to go into Closed Session §143-318.11 (a)(4) Permitted Purposes, to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session was made by Commissioner Fadely, seconded by Commissioner Bray and unanimously approved.

A motion to come out of closed session was made by Mayor Pro Tem Cheek, seconded by Commissioner Bray and unanimously approved.

ADJOURNMENT

With no further business, the Board of Commissioners adjourned.



John F Grimes, Mayor

ATTEST:



Jenifer J Everage, Town Clerk

