

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, April 20, 2020** at 7:00pm in City Hall Courtroom and Remote Electronic Meeting (Zoom) with Mayor Pro Tem Cheek presiding. Commissioner Price gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Siler recited the Town of Siler City Mission Statement and Commissioner Bay recited the Town of Siler City Vision Statement.

ELECTED TOWN OFFICIALS PRESENT: In Courtroom: Cindy Bray, Larry Cheek, and Tony Siler, and Electronic (Zoom): Curtis Brown, Larry Cheek, Lewis Fadely, Bill Haiges, Thomas “Chip” Price, and Tony Siler

ELECTED TOWN OFFICIALS ABSENT: John Grimes

TOWN STAFF PRESENT: In Courtroom: Town Manager Roy Lynch, Human Resources Director Nancy Darden, Finance Director Tina Stroupe, Fire Chief Scott Murphy, and Town Clerk Jenifer Johnson and Electronic (Zoom): Planning Director Jack Meadows, Police Chief Mike Wagner, and Parks and Recreation Director Jack Clelland.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Lynch asked to add § 143-318.11. Closed sessions (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 (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract and an amendment to item f under consent, Amendment to Project Ordinance 2020.10.

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

CONSENT

A motion to approve the consent agenda which includes the March 2, 2020 Minutes (Incorporation by reference as if fully set forth herein Schedule A, March 16, 2020 Minutes (Incorporation by reference as if fully set forth herein Schedule B), Harris Local Governor Time Clock Plus Contract Change Order (Incorporation by reference as if fully set forth herein Schedule C), Timmons Group Traffic Engineering Services Third Street (Incorporation by reference as if fully set forth herein Schedule D), Amendment to Contract to Audit Account (Incorporation by reference as if fully set forth herein Schedule E), Amendment to Project Ordinance 2020.10 – Property Purchase (Incorporation by reference as if fully set forth herein Schedule F), MOU – Chatham County Recreation Grant (Incorporation by reference as if fully set forth herein Schedule G) was made by Commissioner Siler, seconded by Commissioner Haiges and unanimously approved.

PUBLIC COMMENT

none

OLD BUSINESS

none

NEW BUSINESS

COVID-19 (corona virus) Update and Discussion

Lynch stated in response to directives from Governor Roy Cooper's Shelter In Place Order, the Town of Siler City has updated its response to the coronavirus (COVID-19) global pandemic.

Lynch stated effective March 31, 2020:

- Town Facilities will be closed to the public. An appointment is required for the following departments: Planning, Public Works, Managers Office, Parks and Recreation, and Human Resources. If face-to-face interaction is required, please call 919-742-4731.
- The License Plate Agency will be open on Monday through Friday from 10:00am to 3:00pm.
- The Water Department will be open on Monday, Wednesday, and Friday from 10:00am to 3:00pm in a temporary location in the basement of City Hall, next to the License Plate Agency. Enter through the basement door of City Hall at the East 3rd Street parking lot, next to Collins Park.
- Advisory Board meetings have been canceled until further notice.
- Playgrounds, Park Shelters, and Park Restrooms are Closed.
- Programs/Leagues Postponed until further notice.
- Events and Festivals have been canceled.

All residents are encouraged to make utility payments through one of the following methods:

Mail: Send your check or money order to PO Box 769, Siler City, NC 27344

Drop Off check or money order: Two convenient drop boxes are located on outside of City Hall.

- Downstairs Next to The License Plate Agency Entrance.
- Drive Through Drop next to building.

Pay Online: www.silercity.org then click Pay Water Bill Online

Call: 1-800-272-9829 Jurisdiction Code 4334

Lynch stated until further notice, processing fees will be waived or credited on your next bill for any online or pay by phone payments. Water disconnects have been temporary suspended. Lynch stated the Governor's Executive Order expires on April 30, at which time we will reevaluate Town operations, unless the order is extended.

Lynch asked Darden to share information she gathered on mask. Darden stated that Bossong Hosiery in Asheboro is selling mask for \$3.00 each and \$2.80 each if you purchase 25 or more and they have them available now. Nancy also shared information about packs of five mask for \$25 and packs of 1000 for \$4,383, which are available on a website and can take up to two weeks to receive them. The mask from Bossong you can wash up to 30 times and they are made with a compression sock material. The Board of Commissioners discussed mask and distributing mask to Mountaire Farms, Brookwood Farms, and employees. Lynch stated it would be nice if employees were provided with mask. The Board of Commissioners stated that mask should be purchased for employees.

BUDGET ITEM DISCUSSION

2020/2021 New Positions Discussion

Lynch shared a list of requested new positions for the 2020/2021 Budget Year:

10 Fund	Department	Salary	Benefits	Total
Accounting Operation Manager	Finance	\$47,254.00	\$11,389.00	\$58,643.00
Planner I	Planning	\$45,004.00	\$10,874.00	\$55,878.00
Planning Technician	Planning	\$33,583.00	\$8,263.00	\$41,846.00
Programs and Special Events Coordinator	Parks & Recreation	\$33,583.00	\$8,263.00	\$41,846.00
Police Officers (5 @ \$40,820)	Police Department	\$204,100.00	\$50,873.00	\$254,973.00
Total		\$363,524.00	\$89,662.00	\$453,186.00
20 Fund				
Street Maintenance Worker	Streets (Powell Bill)	\$29,010.00	\$7,217.00	\$36,227.00
Total		\$29,010.00	\$7,217.00	\$36,227.00

Lynch stated that the base salary listed does not include benefits, taxes, or equipment and the benefits value listed above includes FICA, Local Government Retirement, 401k and Employee Only Health Insurance estimates.

Lynch stated that as the budget team starts working on the budget, Staff will add these positions as well as the other items to the budgets will go back to Department Heads. Lynch stated that the local government requirement for retirement is going up 1.19%. With all of the additions this would add about \$750,000 to the budget and Lynch stated that he didn't feel the revenues would allow for that kind of increase. The Board of Commissioners discussed having a special meeting to discuss these items again, which will be on Thursday, May 7, 2020 and cancel the budget workshop on May 14.

A motion to add a budget workshop on Thursday, May 7, 2020 and on Thursday, May 28, 2020 and cancel the budget workshop on May 14, 2020 was made by Commissioner Fadely, seconded by Commissioner Siler and unanimously approved.

2021/2022 Pay for Performance Discussion

Lynch stated in reference to previous conversations with the Board of Commissioners concerning the effectiveness of the Pay for Performance evaluation tool that has been in place for the last four years, the Human Resources Director and he have been discussing the process for Fiscal Year 2021/2022. Along with the Compensation Study, this process has allowed the Town to get salaries in line with our peer communities.

Lynch stated as we move forward into the next evaluation period (March 1 through February 28), we would like to recommend a re-assessment of the process and more specifically the challenges of sustainability and what evaluation tool would best meet our needs. Time will be set aside on a forthcoming agenda to discuss a new process.

Commissioner Bray asked if in the past, was a cost of living done? Commissioner Brown stated they did when I was there. Commissioner Haiges stated he thought it was a good idea to look at the tool and re-evaluate and he stands in favor of a pay for performance rather than standard cost of living, because the pay for performance does rewards the employees that are performing at the level that we would hope they would.

The Board of Commissioners agreed that a change in the evaluation tool was needed.

MANAGER'S REPORT

none

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

Commissioners Haiges asked if the mask that we are able to get, are they single use? Darden stated they are washable up to 30 times.


CLOSED SESSION

A motion to go into closed session § 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 (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract at 7:45pm was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.

A motion to come out of closed session at 8:06pm was made by Commissioner Fadely, seconded by Commissioner Siler and unanimously approved.


ADJOURNMENT

With no further business the Board of Commissioners adjourned at 8:07pm.



John F. Grimes, Mayor

ATTEST:



Jenifer K Johnson, Town Clerk

