

**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL
HELD WEDNESDAY, MAY 30, 2007, 9:00 A.M. AT THE LAKE LURE MUNICIPAL
CENTER**

PRESENT: Mayor Jim Proctor
Commissioner Dick McCallum
Commissioner Jeanine Noble
Commissioner Russ Pitts
Commissioner Chuck Watkins

H. M. Place III, Town Manager

ABSENT: N/A

CALL TO ORDER

Mayor Proctor called the meeting to order at 9:00 a.m.

INVOCATION

Commissioner McCallum gave the invocation.

APPROVE THE AGENDA

Commissioner Noble made a motion to approve the agenda as presented. Commissioner Pitts seconded the motion and the vote of approval was unanimous.

**REVIEW PAY AND CLASSIFICATION PLAN; PROPOSED AMENDMENTS TO THE
PERSONNEL POLICY; AND ADOPT RESOLUTION NO. 07-05-30 AMENDING THE
PERSONNEL POLICY OF THE TOWN OF LAKE LURE**

Council reviewed the pay and classification study and unanimously agreed to option 1 of the implementation of pay plan recommendation with the amendment to a grade change 18 and step 9 for the community development director. The implementation of pay plan recommendations submitted by the MAPS Group were costs for salaries only and did not include benefit costs.

Option 1 takes the salary of any employee with at least 6 months of service up to the probationary rate (step 5). If the salary is higher than the probationary rate, the salary remains the same as current. The MAPS Group recommended that option 1 be the minimum cost to implement the pay plan recommendation. This option helps prevent additional salary compression by assuring

Page 2 - Minutes of the May 30, 2007 Special Town Council Workshop Meeting

that new employees are not hired at the same rate being paid current employees who have passed probation. The annualized salary cost to implement Option 1 is \$31,820 and the cost as percentage of annual payroll is 2.41% of payroll.

Commissioner Pitts pointed out that we need to add the position of lake manager to the list of classes arranged by grade. Commissioner Pitts also noted that Lake Lure has a unique feature regarding lunch breaks of working a 7 hour workday versus an 8 hour workday and that overtime calculation should be handled carefully capturing overtime and actual hours worked.

Council unanimously agreed to change the resolution number from 07-05-23 to 07-05-30 amending the personnel policy of the Town of Lake Lure.

Commissioner McCallum made a motion to adopt resolution number 07-05-30 amending the personnel policy of the Town of Lake Lure. Commissioner Watkins seconded the motion and the vote of approval was unanimous.

<p style="text-align: center;">DISCUSS PRELIMINARY BUDGET ITEMS FOR FISCAL YEAR 2007-2008</p>
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Town Manager Place gave updates to the preliminary budget items. Golf Course Superintendent Jeff Hine found two sources on a lease for a tractor to be used at the golf course. It was unanimously agreed to leave \$8,000 in budget for the tractor lease.

Town Manager Place reported that he instructed the golf course superintendent to investigate the cost of a new security system for the golf course. ADT Security System quoted a \$99 activation fee and a one time installation cost of \$639. The system comes complete with a glass break sensor and six window sensors. The monitoring fee for the system is \$34.99 with a 36 month cost guarantee. Council unanimously approved the security system. Town Manager Place also recommended that a security system be investigated for the public works facility as well.

Council discussed the starting salary of the lake management officer position. The lake advisory committee recommended to increase the boat permit fees effective January 1, 2007 to cover the cost of this position to include salary and benefits. The Marine Commission subsequently voted to approve those increases in the fees. Commissioner Pitts noted this position is thus being funded by boat permit fees and not tax money. Council unanimously agreed to add this position to the list of classes arranged by grade 15 of the town's classification and pay study. The position will start at step 1 with a starting salary of \$37,590 plus the COLA which will go into effect July 1, 2007. Council unanimously agreed to put \$50,000 in the budget for the position to take care of the salary and benefit costs.

Council unanimously agreed to add to the lake budget an additional \$7,500 to cover the additional supplies for the lake management officer. Council agreed the lake management officer

Page 3 - Minutes of the May 30, 2007 Special Town Council Workshop Meeting

would not be considered another police officer position, but the individual would be required to be a sworn law enforcement officer listed on the town's roster.

Council discussed adding three paid firefighter positions to the fire department budget rather than the six as previously requested during the May 22, 2007 budget workshop session.

Council unanimously agreed on the need for public input regarding this matter. Council also requested that the fire coordinator explore the possibility of locating grant money, etc., without creating a large tax burden on the taxpayer. Council applauded the plan in which Fire Coordinator Ron Morgan requested to be put in place, but felt much more study needed to be completed at this time before increasing the budget, particularly due to the substantial increase in tax valuations this year. Therefore, the fire department budget was not increased.

Council discussed the proposed COLA for town employees. The finance director presented at 3.3% COLA for town employees based on the municipal cost index and also researched to see what other municipalities were proposing.


Town Manager Place reported that the town's architect, Carroll Hughes of SpacePlan is looking at preliminary cost estimates for remodeling the town owned buildings which would include additional office space.

ADJOURN MEETING

With no further items of discussion, Commissioner McCallum made a motion to adjourn the meeting at 12:10 p.m. Commissioner Noble seconded the motion and the vote of approval was unanimous.

ATTEST:


Anita H. Taylor, MMC
Deputy Town Clerk


Mayor Jim Proctor

