

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**SPECIAL MEETING**  
**January 19, 2016**

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**THE WAYNESVILLE BOARD OF ALDERMEN** held a special meeting on Tuesday, January 19, 2016 at 6:00 p.m. in the Board Room of Town Hall, 9 South Main Street, Waynesville, NC for the purpose of developing a transition plan related to the town manager position.

**A. CALL TO ORDER**

Mayor Brown called the meeting to order at 6:08 p.m. with the following members present:

Mayor Gavin Brown  
Aldermen Gary Caldwell  
Alderman Julia Freeman  
Alderman Jon Feichter  
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager  
Woodrow Griffin, Town Attorney  
Phyllis Rogers, Acting Town Clerk

The following media representatives were present:

Mary Ann Enloe, The Mountaineer  
Becky Johnson, Smoky Mountain News

**DEVELOP A TRANSITION PLAN RELATED TO THE TOWN MANAGER POSITION**

Mayor Brown announced that this Special Meeting has been called in order for the Board of Aldermen to move forward with a transition plan, based on the decision made by a 3-2 vote of the board at the January 12, 2016 meeting to terminate the contract of the current town manager, effective January 28, 2016. In order to do this the Board needs to appoint an Interim Manager, who will likely serve in the position five to six months, because this is the estimated amount of time that will be required to go through the process of hiring a new town manager.

Mayor Brown said that although each Board Member was elected individually, it was imperative that moving forward they must operate as a board. He asked each member to acknowledge that while every member takes their individual role seriously, this is a time that everyone needs to be on board together and work collectively. The vote on this issue needs to be 5-0 in order for this board to move beyond this point. Mayor Brown said as Waynesville's Mayor, it is his job to begin this discussion. He explained the difficulties this board will face when hiring an interim manager and then a manager. There may be

some difficulty finding qualified people to take this job because many people will view what has happened as a controversial issue. Potential applicants need to see that board members are willing to work together as a board. Alderman Roberson said he felt that the Mayor summarized this issue well, adding that the Board needs to work together for the benefit of the town. Mayor Brown added that board members can't represent their constituents. Board members are elected by all the citizens of the Town of Waynesville and they need to fulfill their responsibilities to the community as a whole. Aldermen Jon Feichter, Gary Caldwell and Julia Freeman agreed.

Mayor Brown continued with a brief recounting of the previous hiring process. Town Manager Marcy Onieal was hired through a process offered by Stephen Strauss's Company, Developmental Associates. This company and process was recommended by former Town Manager Lee Galloway upon his announcement of retirement. The Board interviewed Developmental Associates and voted to use them for this search. This was a very intensive multi-stage screening process which included a lot of written, role play and presentation type activities. Many citizens in the community and outside professionals participated in the process, including the evaluation rating of the final candidates. Mayor Brown asked the Board if this is the method they wanted to use again, adding that it is the Board's job to decide which type process to choose in hiring a manager. Mayor Brown recognized Aldermen Caldwell and Roberson to speak to the hiring process when former manager Lee Galloway was hired, noting then that no outside firm was used, and that the board did all the screening and interviewing themselves. Another consideration is to contact representatives at the NC League of Municipalities (NCLM). They are available to come and speak to the Board and offer guidance on how to decide which method to use in choosing a town manager. Alderman Feichter said he would like to receive the guidance and involvement offered by the NCLM representatives for this process. It was the consensus of the other Board Members that they would also like to begin with this process through the NCLM. Manager Onieal said Hartwell Wright is the HR Consultant with NCLM, adding that Board members may have met Mr. Wright recently while they were in attendance at the Essentials of Local Government class in Hickory just last weekend.

***It was the consensus of the Board of Aldermen that Mayor Brown contact Hartwell Wright with the NC League of Municipalities and that the Town use his services to begin the process of searching for a Town Manager.***

Mayor Brown will contact the NCLM January 20 to find out what dates are available and poll the Board to determine which date is best suited for everyone.

Mayor Brown then introduced Mike Morgan, retired Weaverville, NC Town Manager and Rob Hites, retired Statesville, NC Town Manager whom he had invited to attend the meeting as potential candidates for the interim position. Mayor Brown has had several conversations with both retired managers and both have offered ideas to consider for this search process and have indicated their availability to serve as interim manager.

## **CLOSED SESSION**

***Mayor Brown made a motion, seconded by Alderman Freeman, to go into closed session at 6:18 p.m. to discuss personnel matters, as permitted in NCGS §143-318.11(a)(6), specifically to interview each of the two candidates separately and consider the qualifications of each for appointment as Interim Manager. The motion carried unanimously.***

## **RETURN TO REGULAR SESSION**

***The Board returned to regular session at 8:10 p.m.***

Mayor Brown said the Board of Aldermen had spent the last couple of hours speaking separately with Mr. Morgan and Mr. Hites for consideration in possibly hiring one of them to serve as Interim Town Manager. Both individuals submitted their resumes for the interim position, indicating their experience. The Board was impressed with both individuals, and with their demeanors and styles. It was the consensus of the Board to take some time to study the information provided. The plan of the Board is to discuss this further at the next regular board meeting on January 26, 2016 and vote on which individual they would like to move forward with as Interim Town Manager.

## **ADJOURNMENT**

***With no further business, Alderman Caldwell made a motion, seconded by Alderman Freeman, to adjourn the meeting at 8:12 p.m. The motion carried unanimously.***

ATTEST

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Gavin A. Brown, Mayor

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Marcia D. Onieal, Town Manager

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Amanda W. Owens, Town Clerk

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Minutes prepared by  
Phyllis Rogers, Acting Town Clerk