

**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL HELD
TUESDAY, MAY 20, 2008, 3:00 P.M., AT THE FAIRFIELD MOUNTAINS FIRE STATION
#2 TRAINING ROOM LOCATED AT 622 MEMORIAL HIGHWAY**

PRESENT: Mayor Jim Proctor
Commissioner Wayne Hyatt
Commissioner Russ Pitts
Commissioner Jeanine Noble
Commissioner Linda Turner

Shannon Baldwin, Community Development Director
Matt Griffin, Golf Course Manager
Dean Givens, Lake Operations Administrator
William Grimes, Utilities Director
Tony Hennessee, Public Works Director
Eric Hester, Police Chief
Sam Karr, Finance Director
Ron Morgan, Fire and Emergency Coordinator
Steve Wheeler, Town Manager

ABSENT: N/A

Call to Order

Mayor Proctor called the meeting to order at approximately 3:15 p.m.

Invocation

Commissioner Turner gave the invocation.

Approved the Agenda

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

Unfinished Business:

a. Consider Approval of an Agreement Between the Town of Lake Lure and Dr. Garry Cooper Regarding Facilitator Services for the Single Family Dwelling/Vacation Rental Stakeholder Committee

Council members reviewed the proposed agreement between the Town of Lake Lure and Dr. Garry Cooper regarding facilitator services for the Single Family Dwelling/Vacation Rental Stakeholder Committee. After discussion, council members agreed to add a clause that either party reserves the right to terminate the agreement and that the town agrees to pay Dr. Garry Cooper up to the point of termination.

Page 2 - Minutes of the May 20, 2008 Special Town Council Meeting

A motion was made by Commissioner Turner to approve an agreement between the Town of Lake Lure and Dr. Garry Cooper as amended to include a clause that either party reserves the right to terminate the agreement and that the town agrees to pay Dr. Garry Cooper up to the point of termination. Commissioner Noble seconded the motion and the vote of approval was unanimous.

Unfinished Business:

b. Review/Discussion of the Draft Budget and the Draft Capital Improvements Program Between Town Council and Department Heads for Fiscal Year 2008-2009

Town Manager Wheeler gave an updated overview of the preliminary budget items for fiscal year 2008-2009. Finance Director Sam Karr reported on the county's tax evaluation estimate for Lake Lure for fiscal year 2008-2009.

Mr. Karr informed council members that the preliminary budget was out of balance by \$400,000 and that the town manager had reduced some programs to balance the budget. Staff members including Community Development Director Shannon Baldwin, Lake Operations Administrator Dean Givens, Fire and Emergency Coordinator Ron Morgan, and Police Chief Eric Hester were present to answer questions about the proposed items in the budget for their departments.

Town Manager Wheeler mentioned that there were no changes to the bottom line under governing board budget. Due to budget cuts, council members unanimously agreed to reduce the requested amount of \$4,000 to \$2,000 for the Hickory Nut Gorge Chamber's July 4th fireworks celebration. Council members recommended that an article be placed in the town's newsletter to solicit donations for fireworks.

Under the administration department budget, Town Manager Wheeler stated that the original proposed 4.3% COLA was reduced to 2.3% for employees, and that one full-time employee's hours have been reduced from a 40 hour per week position to a 32 hour per week position. Budget items including the phone system, video conferencing equipment and computer upgrades were eliminated.

Under the community development department budget, the master plan was eliminated in the amount of \$70,000 and the middle plan was added in the amount of \$27,500. The zoning administrator's position will be eliminated. The Community Development Director will perform the duties of the zoning administrator. The employee currently holding the zoning administrator position will work through the end of May, 2008 and will be paid through the Month of June, 2008 with full benefits.

The police department budget was reduced by eliminating one of the two requested police vehicles, security cameras, and a computer. Also, dues and subscription fees were reduced. The request to purchase two mobile data terminals in the amount of \$10,000 was also eliminated from the 2008-2009 preliminary budget. After discussion, council members unanimously agreed that \$13,000 be allocated toward the purchase of two mobile data terminals and six additional docking stations from the current budget and direct the finance director to present a budget amendment at the next regular council meeting being held on June 10, 2008 for these items.

The fire department budget was reviewed. The brush truck was eliminated from the proposed budget. Council members agreed to work towards recruiting volunteer firefighters. Town staff will

Page 3 - Minutes of the May 20, 2008 Special Town Council Meeting

use means to recruit volunteer firefighters. Fire Coordinator Morgan agreed to put articles in the town newsletter and post articles on the town web site asking for volunteers and support.

Mr. Morgan said he spoke with the State Fire Marshall's Office about volunteer firefighters volunteering at more than one fire department and he was informed that it's ok as long as the member only counts toward the minimum of 20 members at one particular station.

Mr. Morgan explained that the fire department roster must consist of a minimum total of 20 members. This number consists of paid full-time/part-time firefighters and volunteer firefighters.

After discussion, council members unanimously agreed to implement an incentive program for town employees joining the fire department (Fairfield Mountains Fire Station #2) in Lake Lure to meet the roster minimum requirement. Employees would have to be active and on the roster for at least four months to be eligible for a year end bonus of \$200 per month which would be issued at the Christmas Party each year. This individual must meet the minimum criteria in training, response, etc. which would be determined by the town manager and fire coordinator.

Mr. Morgan emphasized the need for a pickup truck to be used as a brush truck. The basic truck is approximately \$35,000. Commissioner Pitts agreed to assist with fund-raising events to help raise monies for the purchase of a truck.

Under the public works department budget, the boat motor was eliminated since there had been a donated boat motor received by the town. Also, the Morse Park improvements were reduced.

Under the lake department budget, council unanimously agreed to reduce the amount allocated for dredging. Council members agreed that the reel shed dock be funded out of the current budget.

The golf course department budget remained unchanged.

Council members held discussion regarding debt service. A proposal was submitted from Architect Carroll Hughes with Spaceplan regarding the renovation at the visitor center. The current renovation proposal amount is \$657,000. Mayor Proctor stated that having the TDA in Lake Lure would be wonderful and that the rent monies received by the town could help pay for the cost of renovations. Council members agreed that the TDA be contacted about determining the monthly rental fee before making a final decision on the renovation proposal. Council members also agreed that the addition of a shelter at the visitor center be delayed at this time due to budget restraints.

There was discussion regarding water and sewer rates. Council members agreed that the water rates need to be adjusted to cover increased costs in the water department. It was suggested that the contract between the Town of Lake Lure and Chimney Rock be reviewed and determine the reimbursements costs for employee salaries, postage, gas, and etc. The water rates have not been increased since July 1, 1999.

Under the hydro budget, the dredging and COLA amounts were adjusted by reducing the dredging amount and decreasing the COLA from 4.3% to 2.3%.

Council members unanimously agreed to schedule a special workshop meeting to be held Tuesday, June 3, 2008, 3:00 p.m., at the Lake Lure Municipal Center to review/discuss the proposed water rate increase and the TDA renovation for fiscal year 2008-2009.

Consider adoption of Resolution No. 08-05-20 Amending the Personnel Policy of the Town of Lake Lure

Council members reviewed proposed Resolution No. 08-05-20 amending the personnel policy of the Town of Lake Lure relating to transfer of sick leave from other jurisdictions and defining required work hours to be eligible for medical benefits.

After discussion, Commissioner Noble made a motion to adopt Resolution Number 08-05-20 as presented. Commissioner Turner seconded the motion and the vote of approval was unanimous.

RESOLUTION NO. 08-05-20

**A RESOLUTION AMENDING THE PERSONNEL POLICY
OF THE TOWN OF LAKE LURE
RELATING TO TRANSFER OF SICK LEAVE
FROM OTHER JURISDICTIONS AND DEFINING
REQUIRED WORK HOURS TO BE ELIGIBLE FOR
MEDICAL BENEFITS**

WHEREAS, The Mayor and Council Members of the Town of Lake Lure recognize the importance of their municipal employees and have adopted a personnel policy manual establishing the rules and regulations governing employment by the town and setting forth the benefits accruing to employees, including provisions for the accrual and use of sick leave; and

WHEREAS, it is the desire and intent of the town council to define the required work hours for eligibility for medical benefits to include health, dental, vision and life;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LAKE LURE:

SECTION ONE. ARTICLE VII., Leaves of Absence, Section 4 of the Personnel Policy of the Town of Lake Lure is hereby amended as follows:

- (e) Transfer In of Sick Leave
Employees that have accrued sick leave in the service of any other governmental jurisdiction in North Carolina which is a part of the North Carolina Local Governmental Employees' Retirement System or the State Employees' Retirement System and who left that jurisdiction in good standing within two years of being employed by the Town of Lake Lure may have the total amount of accrued sick leave transferred to their account with the town upon request and upon presentation of a letter from their previous employer certifying the number of unused sick leave hours accrued by the employee. ~~The transferred hours shall be used solely for the computation of retirement benefits.~~

{ADDITIONS TO TEXT ARE UNDERLINED; DELETIONS ARE ~~STRUCK THROUGH~~}

SECTION TWO. ARTICLE XI., Insurance/Retirement/Benefits, Section 1 of the Personnel Policy of the Town of Lake Lure is hereby amended as follows:

Page 5 - Minutes of the May 20, 2008 Special Town Council Meeting

Insurance Benefits

Insurance benefits including health, dental, vision and life are paid for by the town for permanent full-time employees working a minimum of 32 hours per week. Employees may elect to include coverage for his or her family members at their expense.

{ADDITIONS TO TEXT ARE UNDERLINED; DELETIONS ARE ~~STRUCK THROUGH~~}

This amendment shall apply to all current as well as future employees.

Adopted this 20th day of May, 2008.

ATTEST:

Anita H. Taylor, MMC
Deputy Town Clerk



Jim Proctor
Mayor

ADJOURN THE MEETING

With no further items of discussion, Commissioner Noble made a motion to adjourn the meeting at 6:22 p.m. Commissioner Hyatt seconded the motion and the vote of approval was unanimous.

ATTEST:




Anita H. Taylor, MMC
Deputy Town Clerk



Mayor Jim Proctor