



TOWN COUNCIL MINUTES

SPECIAL MEETING

June 9, 2016

The Kure Beach Town Council held a special meeting on Thursday, June 9, 2016. The Town Attorney was present and there was a quorum of Council members.

COUNCIL MEMBERS PRESENT

Mayor Emilie Swearingen
Mayor Pro Tem (MPT) Craig Bloszinsky
Commissioner David Heglar
Commissioner Joseph Whitley
Commissioner Jim Dugan

STAFF PRESENT

Police Chief – Dennis Cooper
Police Lieutenant – Mike Bowden
Town Clerk – Nancy Avery
Deputy Town Clerk – Nancy Hewitt

CALL TO ORDER

Mayor Swearingen called the special meeting to order at 6:58 p.m.

CLOSED SESSION

MOTION – Commissioner Heglar moved to go into closed session to discuss a personnel matter as per N.C.G.S. 143.318.11(6)

SECOND – Commissioner Dugan

VOTE – Unanimous

RETURN TO OPEN SESSION

MOTION – At 8:20 p.m., Commissioner Heglar moved to return to open session.

SECOND – MPT Bloszinsky

VOTE – Unanimous

REVIEW OF PROPOSED AMENDMENTS TO THE PERSONNEL POLICY

Mayor Swearingen said that there is a possibility that three or four of the current department heads will be retiring in the next three years and succession plans are in place for each of them. She said that council wanted to change the existing personnel policy to be able to hire internally without spending time and money going outside the town to advertise for replacements, especially when there are extremely well-qualified people already working for the town. She said council would like to change the language in Article IV, Section 3 of the personnel policy to provide an option to either choose to advertise the position vacancy or give first priority to equally qualified internal applicants for the position.



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MOTION – Commissioner Heglar moved to amend Article IV (Recruitment & Employment), Section 3 (Recruitment, Selection & Appointment) of the Personnel Policy to read as follows: Recruitment Sources. When position vacancies occur, they may be publicized, including applicable salary information and employment qualifications. In addition, notice of vacancies may be posted at designated conspicuous sites within departments. The N.C. Employment Security Commission may be used as a recruitment source. Equally qualified internal applicants may be given first priority for the position.

SECOND – MPT Bloszinsky

VOTE – Unanimous

EVALUATION PROCESS

Mayor Swearingen said that council will use the regular evaluation form this fiscal year for the department heads but plans to revise the process beginning in July to allow for evaluation of the employee throughout the year. She said council will also ask the department heads to bring their ideas on revising the evaluation process when they meet for their evaluations in two weeks.

Commissioner Heglar directed the Town Clerk to email council members the current evaluation form for council to input their department head evaluations.

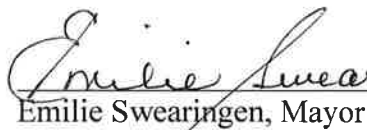
ADJOURNMENT

MOTION – Commissioner Heglar moved to adjourn

SECOND – Commissioner Whitley

VOTE – Unanimous

The meeting adjourned at 8:26 p.m.


Emilie Swearingen, Mayor



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Nancy Hewitt, CMC, Deputy Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting.