

MINUTES FOR THE DECEMBER 6, 2010 COUNCIL MEETING

Emilia Feldman Clerk of Council

Jim King called the meeting to order at 7:02 p.m.

Council members present: Steve Johnston, Doug Eakins, Ron Garver, Sheila Nelson, Cory Coburn, Randy Otis and Jim King. Also attending were Mayor, Darlene Steele, Finance Director Jack Herrel, Ron Parsons, Law Director and Clerk of Council, Emilia Feldman.

Prayer by Jack Herrel

Pledge of Allegiance led by Randy Otis

Motion to Amend the Agenda with Resolution 10-099 Setting pay rates for Village Employees by Mr. Garver and seconded by Mr. Otis

Motion to adopt the agenda by Mr. Garver and Mrs. Nelson

Roll Call-All Yeas

Motion to adopt the minutes of the September 20, 2010 Council meeting by Mrs. Nelson and seconded by Mr. Otis

Roll Call-All Yeas

Recognition of Guests:

Ada Cockran- West Jefferson Senior Citizens Center- Ms. Cockran came to Village Council to get the Lease on the Senior Citizens Center. Mr. Parsons commented that the changes in the Lease have been made. It is \$50 to rent the center. The fee is used to pay for damages and maintenance when the center is rented out. Mr. Parsons explained that he had been having computer problems and that his secretary could get a copy of the lease tomorrow. Both the West Jefferson Youth Athletic Association at Galbreath Hall and the Senior Citizens Center are to submit financials to Jack Herrel. Neither organization has done so.

Chad Mathias- Winner of the Good Neighbor of the Month Award. Mr. Mathias was nominated by the late Cheryl Wheeler. The Mayor and Council thanked Mr. Mathias for being so helpful and a good neighbor. A certificate was presented by Mr. Garver as well as a basket of gifts from The Abbey and Larry B's Meat and Cheese.

Old Business:

Second Reading of Ordinance 10-094, authorizing the mayor to enter into a contract for an inventory assessment for the Village of West Jefferson.

Discussion: Mrs. Nelson stressed that this should be the Department Heads job. Mr. Coburn agreed and noted that a time table needed to be set by the Mayor.

Roll Call: 2 Yeas- Eakins, King

5 Nays- Garver, Nelson, Otis, Coburn, Johnston

New Business: (next available number 10-095)

- A. **Resolution 10-095**, approving the recommendation of the Planning and Zoning Commission to accept the specific site plan for Park 70-Building 1305. (Project KG)
Discussion: Mr. Raif Webster from Duke Realty came in to review the site plan again for the proposed 1.3 million square foot warehouse for project KG. Mr. Garver had a question about a fire hydrant too close to the curb. Mr. Webster explained that particular fire hydrant would be moved.
Motion by Mr. Johnston and seconded by Mr. Eakins
Roll Call- All Yeas

- B. **Motion to enter into Executive Session** to discuss the pay adjustments regarding Village Employees, sick leave of Village Employees and to discuss the Planning and Zoning Vacancy at 7:39pm by Mr. Coburn and seconded by Mr. Garver.

- C. **Motion to return from Executive Session** at 8:46pm by Mr. Coburn and seconded by Mr. Eakins
- D. **Resolution 10-096**, appointing Sandy Boucher to fill the vacancy on the Planning and Zoning Commission.
Discussion: Mr. Coburn nominated Sandy Boucher.
Roll Call- All Yeas
- E. **Resolution 10-097**, setting the salary for the Acting Income Tax Director
Motion by Mr. Eakins and seconded by Mrs. Nelson.
Discussion: Jane Jacob will be paid 100% of the Tax Director hourly rate.
Roll Call
6 Yeas- Johnston, Nelson, Otis, Coburn, Eakins, King
1 Nay- Garver
- F. **Resolution 10-098**, setting the salary for the Acting Chief of Police
Motion by Mr. Coburn and seconded by Mr. Eakins.
Discussion: Terry Ward will be paid 100% of the Chief of Police hourly rate.
Roll Call
6 Yeas- Johnston, Nelson, Otis, Coburn, Eakins, King
1 Nay- Garver
- G. **Ordinance 10-099**, authorizing supplemental appropriations of \$83,048.19 to account # 1000-110-300-0000 (police contractual services), \$4,000.00 to account NT # 1000-110-300-0000 (street contractual), \$1,423.19 to account # 5101-533-300-000 (water contractual) and \$1,423.19 to account #5201-543-300-0000 (sewer contractual) for a total appropriation in the amount of \$89,894.57 for the new communication systems for the police and public service departments.
Motion by Mr. Coburn and seconded by Mr. Johnston
Roll Call- All Yeas
- H. **Resolution 10-100**, authorizing the director of finance to transfer \$30,000.00 from the sewer fund to the wastewater repair fund.
- I. **First Reading of Ordinance 10-101**, Setting the pay rates for Village employees, and repealing Ordinance 09-064 passed December 7, 2009.
Discussion: Mr. Coburn noted that there was still an administrative assistant position on the list of positions, but there was no one in the position. Mayor Steele has not yet needed to hire an assistant but did not want to repeal the position.
- J. **Ordinance 10-102**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2011.
Motion by Mr. Eakins and seconded by Mr. Coburn
- K. **Resolution 10-103**, authorizing the public service director to enter into an agreement with Paul Polland Productions for the Village of West Jefferson.
Discussion: Mr. Johnston wanted to know what kind of microphones would be installed. There was not an itemized list with the estimate. Mrs. Nelson wanted all the details of all the equipment and how it would be installed before an agreement was made. Mr. Garver suggested that the company come in and have a test run of the sound system. There were also questions about whether or not the Public Service Director can enter into an agreement or if it had to be the mayor. Mr. Herrel confirmed that the Public Service Director can enter into an agreement.
Motion to Table resolution 10-103 by Mrs. Nelson and seconded by Mr. Garver

Roll Call: 3 Yeas – Garver, Nelson, Otis

4 Nays- Coburn, King, Johnston, Eakins

Motion to pass Resolution 10-103 by Mr. Coburn and seconded by Mr. Eakins

Roll Call 5 Yeas- Eakins Otis, Coburn King, Johnston

2 Nays- Garver, Nelson.

Committee Reports:

Finance: None

Police: None

Employee Benefits: None

Public Service: None

Development: None

Parks and Recreation: Will be meeting with Ron Parsons

Special Events: Christmas in the Park starts December 10th. Council will have a float in the parade. The West Jefferson High School Volleyball Team will be recognized at the December 20th meeting and the West Jefferson High School Football team will be recognized the first meeting in January.

Director of Finance Report: None

Director of Public Service Report: Absent

Director of Parks and Recreation Report: Absent

Mayor’s Report and Recognition: The Mayor wanted to thank Sheila and Skeeter Nelson for helping to take down the cornstalks on Main street and also to thanks to the Street Department and Mr. Coburn for helping with decorations as well. The Mayor also noted that Project “KG” will be finalized next week.

Recognition of Clerk and Council: An annexation was laid before council and will be revisited 30 later. Mr. Herrel had a report on court cases from the Tax Department. It was questioned why we don’t address zoning violations in this matter.

Additional Business: None

Motion to pay the bills by Mr. Eakins and seconded by Mr. Coburn

Roll Call- All Yeas

Motion to approve “Then and Now” Certificates over \$3,000.00 by Mr. Eakins and Mr. Johnston.

Motion to adjourn: 8:43 P.M. by Mr. Eakins and Seconded by Mr. Coburn

All Yeas.

Clerk of Council

President of Council