



Town of Walkertown, North Carolina
TUERSDAY 5:30 P.M. APRIL 28, 2008
WALKERTOWN TOWN HALL

SPECIAL CALLED WORKSHOP MEETING
MINUTES

The meeting was called to order at 5:45 p.m. by Mayor Davis. Present was Mayor Davis, Marilyn Martin, Wayne Hester, Sarah Welch, Randy Mendenhall, and Lynn McKinnie. In the audience were Peggy Leight and Al Slater.

- **AMENDED LEASE FOR GANT OFFICES**

Roger Brewster had submitted an amended Lease Agreement and Lynn had amended the amended agreement. The Council agreed to Lynn's amended agreement with Mr. Mendenhall suggesting adding "*....and routine scheduled maintenance...*" in the paragraph concerning keys. Mayor Davis requested that Lynn then return the agreement to Mr. Brewster for signatures. Lynn was also asked to change the back door lock.

- **WALKERTOWN LITTLE LEAGUE – PERMITS REQUIRED FOR INSTALLING SEPTIC LINE AT PARK – WOULD TOWN AGREE TO APPLY FOR PERMITS?**

Because it was not very clear what the Walkertown Little League was requesting, it was decided that the President of the League should be invited to speak at the May council meeting, and explain their request. Lynn will send this request to Todd Pickard via email.

- **4TH OF JULY HOT DOG DAY – UPDATE**
PORT-A-JOHNS?
- **COMMUNITY HOUSE (BOOE HOUSE) RENTAL INFORMATION AND UPDATE**

These two topics are listed together due to the integration of the hot dog day being in the area.

The Council is excited about hot dog day coming up July 4th. Lynn included a brochure in the agenda packet for approval, which was granted. Among the discussion, it was decided that:

1. We would need two porta-johns, of which one should be handicapped accessible.
2. The Walkertown Fire Department would take responsibility for parking. Parking areas could include around town hall and even at the fire department.
3. Wayne would get 5 gallons of slaw and a good amount of chopped onions from the Main Street Diner.
4. We would serve hot dogs (2 per person), chips, canned drink, and cake for dessert.
5. Lynn and Wayne would go to Costco Tuesday and buy three 10 x 20 tent/shelters. Approximately 4 plastic tables would also need to be purchased. Chairs (folding plastic) could also be bought.
6. Doc will speak with Howard about the P.A. system.

7. Tom Lane will be the chief cook with Wesley Hutchins helping out.
8. Lynn will ask Waste Industries for the trash boxes like she got last year.
9. Sarah will bring her horse-shoes.
10. Doc and Randy will be responsible for making two horse-shoe pits for pitching horse-shoes.

In related topics:

It was decided not to open the Community House for tours or for use as restroom facilities during the 4th of July festivities. The council felt that the house was not public-ready at this point. It was also determined that using town hall restrooms would not be an option for the hot dog day.

Tom Lane was asked to repair/replace/clean/paint the single bathroom at the “old” fire station for use during the festivities.

It was decided by the Mayor and Town Council that the Booe house would henceforth be known as **WALKERTOWN COMMUNITY HOUSE**.

Lynn was advised to go ahead and get the handicapped ramp built on the Community House front – tear off the carport siding (leaving an open carport) and build the ramp to the west.

The upstairs in the Community House would need to be closed off by however means necessary.

The door leading to the basement in the Community House needs to be keyed so that entry is limited.

Lynn is to find out what the maximum capacity of the house would be (Wesley Hutchins).

EXIT signs need to be installed over each entrance/exit.

The house needs fire extinguishers – 725-1944 Harrison Krites.

Check the fire alarms – make sure they are workable – make sure there are enough fire alarms for the house.

Lynn provided several documents relating to the rental of the Community House. In discussion over the different issues, several changes were made.

POLICY GOVERNING USE OF COMMUNITY CENTER HOUSE:

Priority of Use,

#2. Change to read: *Second priority for use of the building shall be given to the following groups at no charge due to their ongoing involvement in and support of town activities.* (The clubs were listed.)

#3: For scheduling, add:

...Residents at least 4 weeks but not more than 6 months prior to date of use.

...Non-Residents at least 4 weeks but not more than 3 months prior to date of use.

Operating Procedures.

1. The hours of 8:30 a.m. and 10:00 p.m. were approved.
3. Add the above wording (under Priority of Use) for scheduling residents and non-residents.
9. Delete statement in its entirety.
10. Delete *...or foods containing alcohol....*
11. Delete statement in its entirety.
14. Add: *....There shall be no fire in any fireplace....*

RELEASE AND INDEMNITY AGREEMENT FOR FACILITY USE

Accepted as written.

SCHEDULE REQUEST

Accepted as written.

USER CLEANING CHECK LIST

Accepted as written.

REPRESENTATIVE CLEANING CHECKLIST

Accepted as written.

- ANY OTHER **CURRENT** ISSUES TO DISCUSS????
The Council had no other pressing issues they wanted to discuss.

- 2008 – 2009 TENTATIVE BUDGET CRUNCHES
Lynn had prepared a tentative budget for 2008-2009 and this budget was discussed in detail. Among the most important topics was the monies to be paid to each of the volunteer fire departments.
Other topics included adding a line item under POWELL BILL for construction of sidewalks and list \$200,000 in that area. Melvin Lane was discussed and the council agreed to do whatever was necessary to get this road paved. Doc and Randy would look at Sell Road to discuss paving at a future date.
Minor changes were made to the prepared budget and Lynn will incorporate all suggestions and changes and prepare an updated version of the budget for presentation to the council.

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- MISCELLANEOUS ISSUES:AND **UPDATES**
 1. Ron Conrad, Website Administrator, reports that all newspaper articles concerning the Town of Walkertown from August, 2004 are accessible on the town's website
 2. Latest crime stats for Walkertown – FEBRUARY-2008 as opposed to 2007

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At approximately 8:00, the topic turned to the manager issue and interviewing prospective candidates. The council went into closed session by consensus of each member.

- PERSONNEL ISSUES – **CONFIDENTIAL** (MANAGER)

FOR COUNCIL MEMBERS ONLY:

CLOSED SESSION:

143-318.11. Closed sessions.

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

(c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

At approximately 9:15 p.m. the council reconvened by agreement to an open meeting.

At 9:20 p.m. Wayne Hester motioned for adjournment with Marilyn Martin seconding.

Respectfully submitted by:

Lynn McKinnie
Town Clerk