



**MINUTES OF THE  
TOWN COUNCIL MEETING OF THE  
TOWN OF PINEVILLE, NORTH CAROLINA  
FEBRUARY 8, 2011**

The Town Council of the Town of Pineville met in regular session on Tuesday, February 8, 2011 at 6:30 p.m. at The Hut Meeting Facility in Pineville.

**ATTENDANCE**

Mayor: George C. Fowler  
Mayor Pro-Tem: David Phillips  
Town Council Members: Libby Boatwright, Debbie Fowler, and Jim Eschert.  
Town Administrator: Mike Rose  
Zoning Administrator: Absent  
Town Planner: Absent  
Town Clerk: Barbara Monticello

**CALL TO ORDER**

Mayor Fowler called the meeting to order at 6:29 p.m. and welcomed those in attendance. Town Administrator Mike Rose invited anyone wishing to speak on an agenda item to sign the speaker list.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

The Pledge of Allegiance was lead by Council Member Jim Eschert.

**MOMENT OF SILENCE**

Mayor Fowler called for a moment of silence for the following individuals:

Former Planning Board Member, Kelly Turner (surgery); Town Employee, Alicia McCarthy (surgery); four month old twins, Kennedy and Peyton (hospitalized for respiratory illness); White family on Hill St. (Ms. White passed); Jim Thompson (dual hip surgery) and George Young (hospitalized).

**ORDER OF BUSINESS**

**Adoption of the Agenda:** There being no changes to the agenda, a motion was made by Council Member Boatwright and seconded by Council Member Fowler to adopt the agenda as is. There were ayes by all.

**Approval of Minutes for the Regular and Executive Session Meetings of January 18, 2011:** Mayor Fowler called for a motion on the minutes from the last Regular Council Meeting and Executive Session of January 18th. Both Mayor Pro Tem Phillips and Council Member Boatwright had corrections to the minutes in the section regarding Carolina Fire, which was not

part of South Carolina as was stated in the minutes. Mayor Pro Tem Phillips also noted the number of schools listed in the minutes of 25 in a 3.8 mile radius under the Sierra Club presentation seemed very high and asked the clerk to verify that number. Mayor Pro Tem Phillips then moved to approve the minutes with the corrections noted. Council Member Fowler seconded the motion and there were ayes by all to approve the minutes with corrections.

**Special Recognition:**

Mayor Fowler recognized Pearl Satterfield who will be celebrating her 101<sup>st</sup> birthday in February. Town Administrator, Mike Rose, added that there would be a party for her at the annual Valentine's Banquet and also at the Senior Hot Lunch program.

Mayor Fowler also recognized resident Herbert Junge from the Cottages who will be turning 100 in February as well. A proclamation honoring this milestone was presented before Council. Council Member Libby Boatwright moved to approve the proclamation, with Council Member Debbie Fowler seconding the motion. There were ayes by all.

**CONSENT AGENDA**

**The following items are included:** *a) Tax Refund Request for R and L Sports, Inc.; b) Set Public Hearing Dates; and c) Returned Check Policy.* There being no public hearing dates to set for March and no comments regarding the Consent Agenda, Council Member Libby Boatwright moved to approve it. Mayor Pro Tem David Phillips seconded the motion and there were ayes by all to approve the Consent Agenda as is.

**PUBLIC HEARINGS:** *None*

**OLD BUSINESS:**

**A. Employee Handbook** – *Consideration of adopting the revised Personnel Manual presented to Council at the January Meeting.*

Mayor Fowler stated that the proposed handbook that was distributed at the last Council Meeting was open for discussion. He added that if needed, he could have Tihisha Sharif from Human Resources present to answer any questions of Council. Council Member Libby Boatwright requested a change to the Military Leave policy on page 53. She stated that it was important that any employee who serves their country should be compensated. She requested they be granted ten days military leave with pay.

Mayor Pro Tem Phillips suggested there be a Table of Contents and a sign off sheet to acknowledge that employees have received the handbook. Town Administrator, Mike Rose, clarified that the version Council was given was just a "draft" version and that any grammatical errors or misspellings would be corrected, along with adding a Table of Contents, in the final version. He added that there would be a sheet for each employee to sign off on that they received the book. The handbook would be distributed in a folder that could easily allow for old pages to be taken out and any revisions added in. Once it is approved, it will go to all Department Heads for them to review and to meet with their employees to go over with, especially any major changes.

Mayor Fowler commented that the changes to the annual review process and the longevity pay were good but wanted to know if all employees would be required to have direct deposit of their paychecks. Mr. Rose responded that all new employees would be required to be on direct deposit as it costs more to print checks and other employees would be encouraged to participate in it but it would not be mandatory for them to do so. Council Member Boatwright wanted to know what would happen if a person did not have a bank account to deposit the money into. Mr. Rose noted that arrangements have been made with BB&T to set up a depository account for any such employee. It would simply be an account to deposit the paycheck.

Discussion continued with Mayor Fowler emphasizing the importance of the Department Heads addressing any disciplinary actions immediately and following the procedures for corrective action as specified in the manual. He wanted to be sure the Department Heads were held responsible and accountable for following the procedures as outlined and not let the responsibility fall on Ms. Sharif. Mr. Rose clarified that the Department Heads need to be consistent, move away from the ways of the past and understand the proposed procedures fully. Ms. Sharif, he continued, was never meant to be the one to carry out the procedures – that is the responsibility of the department heads – but she was there to assist. Additional comments and questions were raised including drug testing for safety-sensitive positions only, contingent offers to potential new employees, uniforms, take home cars and the grievance policy. Mr. Rose noted that the drug screening policy had been reviewed with the town's attorneys and it was their recommendation to revise the policy to have screenings for safety-sensitive positions only.

Mayor Fowler asked if Council was ready to adopt the policy but the general consensus was that they wanted to see a final version, cleaned-up with the military leave policy changed and a table of contents added. They would vote on adoption of the new handbook at the March meeting.

**B. Fire District Plan** – *Discussion of the Mecklenburg County proposal to create Fire Tax Districts.*

Mayor Fowler reminded Council of the discussion that took place at last month's meeting with Jim Bartl from Mecklenburg County. Mayor Fowler stated that he anticipated that the county would put off their decision for another year. Mr. Rose stated that it was off the table now to give towns the time to figure out what they will do. Mr. Rose displayed a map of Pineville's "Sphere of Influence" which showed 99.9% of the area in question as being developed with residential neighborhoods all serviced by Carolina Fire. He added that an intern had researched the advantages and disadvantages of annexing the area in question during the summer. His report noted that with a \$244,000 a year budget for Carolina Fire, it would equate to roughly a 10 cent tax rate.

Mr. Rose stated that Fire Chief, Bill Griffin, had talked with the state and it would be worthwhile to take a look at the way the town provides fire services. He added that the town will need to consider the long-term picture and it had a year to determine what to do next. Mayor Pro Tem Phillips asked how much each resident paid for fire services but Mr. Rose stated that it was not broken down out of the total 32-cent tax rate. Mayor Fowler directed Mr. Rose to investigate all the things that need to be considered.

**NEW BUSINESS:**

- A. Staff Updates** – a) *Valentine's Banquet*; b) *Community Meeting*; c) *PCC Meeting*; d) *Benefits Fair*.

Mr. Rose reminded Council of the upcoming annual Valentine Banquet scheduled for Friday, February 11<sup>th</sup> at 6:00 p.m. at the Belle Johnston Community Center. He mentioned there would be a party for Ms. Pearl's 101<sup>st</sup> birthday as well as a celebration at the Senior Hot Lunch program that afternoon.

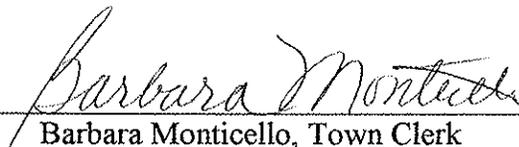
He also noted that the next quarterly Community Meeting was being held on the 15<sup>th</sup> with Lee Baumgarten of the Civic and Cultural Arts Center of Pineville making the presentation. The Planning Coordinators Committee was meeting in Mint Hill sometime in March or April – no definite date set as yet. The Human Resource Department was planning a benefits fair for town employees. Administrative Specialist, Talece Hunter, approached the podium and gave Council a brief description of what was being planned. The fair would last from 11:00 a.m. until 2:00 p.m. and would be an opportunity for employees to explore the various benefits and wellness programs available to them. Such vendors as Blue Cross/Blue Shield, Colonial Insurance, and representatives from local credit unions would all be on hand. Lastly, Mr. Rose informed Council of his upcoming vacation.

**ADJOURNMENT:**

Mayor Fowler called for a break before moving into Executive Session. Council Member Libby Boatwright moved to close regular session at 7:17 p.m. with Mayor Pro Tem David Phillips seconding the motion. There were ayes by all to adjourn the regular session.

  
George C. Fowler, Mayor

Attest:

  
Barbara Monticello, Town Clerk



**EXECUTIVE SESSION MINUTES FOR THE  
PINEVILLE, NC TOWN COUNCIL MEETING  
OF FEBRUARY 8, 2011**

The Town Council of the Town of Pineville met in executive session on Tuesday, February 8, 2011, at The Hut Meeting Facility in Pineville.

**ATTENDEES:**

Mayor George Fowler  
Mayor Pro Tem David Phillips  
Town Council Members Libby Boatwright, Jim Eschert, and Debbie Fowler  
Town Administrator, Mike Rose  
Town Clerk, Barbara Monticello

**CALL TO ORDER**

Mayor Fowler called the Executive Session to order.

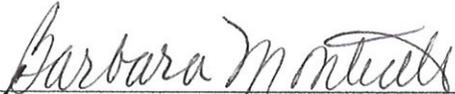
**EXECUTIVE SESSION**

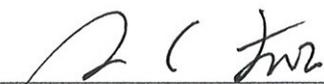
At 7:25 p.m. Council Member Debbie Fowler moved to enter into Executive Session under North Carolina statute NCGS143-318.11(5). Council Member Boatwright seconded the motion and there were ayes by all.

Two real estate matters were discussed.

**ADJOURNMENT**

At 8:35 p.m. Council Member Boatwright moved to adjourn the Executive Session. Council Member Fowler seconded the motion and there were ayes by all.

  
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Barbara Monticello, Town Clerk

  
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George C. Fowler, Mayor