

1 **Town of Pleasant Garden**
2 March 3, 2008
3 Kirkman Municipal Building

4
5 **Minutes**
6 Special Called Town Council Meeting on Personnel
7

8 **In attendance**

9 Mayor Anne Hice
10 Councilwoman Chris Johnson
11 Mayor Pro Tem Nancy Jo Smith
12 Councilman Rick Wallace
13 Councilman Bob Wyrick
14

15 **Also in attendance**

16 Sandy Carmany / Interim Town Clerk
17 Don Vaughan / Town Attorney
18 Randy Billings, Piedmont Triad Council of Governments
19 Lynn Willis / *Pleasant Garden Post*
20

21 **Audience**

22 3
23
24 Mayor Hice called the meeting to order at 5:00pm.

25
26 Councilman Wallace delivered the invocation.

27
28 Mayor Hice led the Pledge of Allegiance.
29

30 **Roll Call**

31 Interim Town Clerk Carmany called the roll and all members were in attendance. A quorum was
32 present.
33

34 **Approval of Agenda**

35 **MOVED by Mayor Pro Tem Smith to approve the agenda**, seconded by Councilwoman Johnson.
36 **APPROVED, 5-0.**
37

38 **Closed Session**

39 **MOVED by Mayor Hice to go into Closed Session pursuant to G. S. 143-318.11 Closed Sessions**
40 **(a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of**
41 **appointment, or conditions of initial employment of an individual public officer or employee or**
42 **prospective public officer or employee**, seconded by Mayor Pro Tem Smith. Town Attorney
43 Vaughan noted that Randy Billings of the Piedmont Triad Council of Governments would be allowed
44 to attend the Closed Session. **APPROVED, 5-0.**
45

46 Interim Town Clerk Carmany asked Town Attorney Vaughan to keep minutes for the Closed Session
47 since she would not be attending it.
48

1 The Town Council adjourned to Closed Session at 5:04pm.

2

3 **Return to Open Session**

4 Mayor Hice called the Open Session back to order at 6:30pm.

5

6 **MOVED by Councilman Wallace to ask Interim Town Clerk Carmany to contact a temporary**
7 **agency to hire an office assistant for up to 20 hours/week until the Town Council hires two**
8 **permanent employees**, seconded by Councilman Wyrick. Councilwoman Johnson asked Councilman
9 Wallace for clarification if he meant two permanent or two full-time employees. **APPROVED, 5-0.**

10

11 Mayor Pro Tem Smith asked a policy question of Mr. Billings pertaining to FSLA requirements for
12 reimbursing exempt employees for hours worked overtime. Mr. Billings explained the different
13 categories under which employees may fall. For a non-exempt employee, overtime work must be paid
14 at time-and-a-half hourly salary or awarded 1.5 times the extra hours for compensatory time for hours
15 worked over 40. Salaried FSLA-exempt employees are expected to do the job no matter how long it
16 takes. Some employers allow exempt employees to accumulate compensatory time for hours worked
17 over 40 and others do not. Policies should be adopted to address this. Councilman Wyrick noted that
18 there is already a policy addressing this in the personnel handbook. Mr. Billings stated the Town
19 Council could go by that policy or change it as they wish.

20

21 Mayor Hice explained to the audience who Mr. Billings is and the services offered to the Town by
22 PTCOG.

23

24 **Adjournment**

25 **MOVED by Mayor Hice to recess until March 17, 2008 at 3:00pm**, seconded by Mayor Pro Tem
26 Smith. **APPROVED, 5-0**

27

28 The meeting was adjourned at 6:40pm.

29

30

31

32

33

34

35 _____
Clerk

36

37

38 _____

Date