



## **AGENDA**

**Henderson City Council Regular Meeting**

**Monday 12 January 2015, 6:00 p.m.**

**R. G. (Chick) Young, Jr. Council Chambers, Municipal Building**

**134 Rose Avenue**

**Henderson, North Carolina**

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### **Mayor and City Council Members**

Mayor James D. O'Geary, Presiding

Councilmember James C. Kearney, Jr.

Councilmember Sara M. Coffey

Councilmember Michael C. Inscoe

Councilmember D. Michael Rainey

Councilmember Brenda Peace-Jenkins

Councilmember Garry D. Daeke

Councilmember Fearldine A. Simmons

Councilmember George M. Daye

### **City Officials**

Edward A. Wyatt, Interim City Manager

D. Rix Edwards, City Attorney

Esther J. McCrackin, City Clerk

### **I. CALL TO ORDER**

### **II. ROLL CALL**

### **III. INVOCATION AND PLEDGE OF ALLEGIANCE**

### **IV. OPENING REMARKS**

In order to provide for the highest standards of ethical behavior and Transparency in Governance as well as provide for good and open government, the City Council has approved Core Values regarding Ethical Behavior<sup>1</sup> and Transparency in Governance<sup>2</sup>. The Mayor now inquires as to whether any Council Member knows of any conflict of interest, or appearance of conflict, with respect to matters before the City Council. If any Council Members knows of a conflict of interest, or appearance of conflict, please state so at this time.

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<sup>1</sup> **Core Value 4: Ethical Behavior:** We value the public trust and will perform our duties and responsibilities with the highest levels of integrity, honesty, trustworthiness and professionalism.

<sup>2</sup> **Core Value 10: Transparency in Governance:** We value transparency in the governance and operations of the City.

**V. ADJUSTMENTS TO AND/OR APPROVAL OF THE AGENDA**

**VI. APPROVAL OF MINUTES**

a) 8 December 2014 Regular Meeting and Work Session. *[See Notebook Tab 1]*

**VII. PRESENTATIONS/RECOGNITIONS**

**VIII. PUBLIC COMMENT PERIOD ON AGENDA ITEMS**

Citizens may only speak on Agenda items only at this time. Citizens wishing to address the Council must sign-in on a form provided by the City Clerk prior to the beginning of the meeting. The sign-in form is located on the podium. When recognized by the Mayor, come forward to the podium, state your name, address and if you are a city resident. Please review the Citizen Comment Guidelines that are provided below.<sup>3</sup>

**IX. NEW BUSINESS**

a) Consideration of Approval of Resolution 15-07, Authorizing the Execution of an Agreement with Devere Construction Relative to the Concrete Construction of the Oxidation Ditch during the Henderson Water Reclamation Facility Renovation Project. *(CAF 15-08) [See Notebook Tab 2]*

- Resolution 15-07

b) Consideration of Approval of Ordinance 15-08, FY15 Budget Amendment #17, Authorizing the Appropriation of \$95,000 from the Engineering Contingency Line to the Engineering Construction Administration and Inspection Line of the Water Reclamation Renovation Project. *(CAF 15-18) [See Notebook Tab 3]*

- Ordinance 15-08

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<sup>3</sup> **Citizen Comment Guidelines for Agenda Items**

The Mayor and City Council welcome and encourage citizens to attend City Council meetings and to offer comments on matters of concern to them. Citizens are requested to review the following public comment guidelines prior to addressing the City Council.

- 1) Citizens are requested to limit their comments to five minutes; however, the Mayor, at his discretion, may limit comments to three minutes should there appear to be a large number of people wishing to address the Council;
- 2) Comments should be presented in a civil manner and be non-personal in nature, fact-based and issue oriented. Except for the public hearing comment period, citizens must speak for themselves during the public comment periods;
- 3) Citizens may not yield their time to another person;
- 4) Topics requiring further investigation will be referred to the appropriate city official, Council Committee or agency and may, if in order, be scheduled for a future meeting agenda;
- 5) Individual personnel issues are confidential by law and will not be discussed. Complaints relative to specific individuals are to be directed to the City Manager;
- 6) Comments involving matters related to an on-going police investigative matter and/or the court system will not be permitted; and
- 7) Citizens should not expect specific Council action, deliberation and/or comment on subject matter brought up during the public comment section unless and until it has been scheduled as a business item on a future meeting agenda.

- c) Consideration of Approval of Resolution 15-13, Providing for the Disposition of Two Jointly Held Properties by the City and County Identified as: 1) 149 Horner Street, Further Identified in Vance County Register of Deeds Book #1275, Page #0997; Tax Parcel #0003-08 003A; and 2) 839 Andrews Avenue, Further Identified in Vance County Register of Deeds Book #1279, Page #500; Tax Parcel #0079-03034 54 Feet Andrews Avenue & 0079-03008 839 Andrews Avenue. (CAF 15-17) [See Notebook Tab 4]
  - Resolution 15-13
- d) Consideration of Approval of Resolution 15-14, Adopting a Corporate Resolution and Certificate of Incumbency for First Citizens Bank and Trust Company. (CAF 15-19) [See Notebook Tab 5]
  - Resolution 15-14
- e) Consideration of Approval of Resolution 15-15, Temporarily Suspending the Leaf Collection Fee Until January 31, 2015. (CAF 15-20) [See Notebook Tab 6]
  - Resolution 15-15
- f) Consideration of Approval of Tax Releases and Refunds for the Month of November 2014. (CAF 15-10)[See Notebook Tab 7]

## **X. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS**

Citizens may only speak on non-Agenda items only at this time. Citizens wishing to address the Council must sign-in on a form provided by the City Clerk prior to the beginning of the meeting. The sign-in form is located on the podium. When recognized by the Mayor, come forward to the podium, state your name, address and if you are a city resident. Please review the Citizen Comment Guidelines that are provided below.<sup>4</sup>

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### **<sup>4</sup> Citizen Comment Guidelines for Non-Agenda Items**

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- 2) Comments should be presented in a civil manner and be non-personal in nature, fact-based and issue oriented. Except for the public hearing comment period, citizens must speak for themselves during the public comment periods;
- 3) Citizens may not yield their time to another person;
- 4) Topics requiring further investigation will be referred to the appropriate city official, Council Committee or agency and may, if in order, be scheduled for a future meeting agenda;
- 5) Individual personnel issues are confidential by law and will not be discussed. Complaints relative to specific individuals are to be directed to the City Manager;
- 6) Comments involving matters related to an on-going police investigative matter and/or the court system will not be permitted; and
- 7) Citizens should not expect specific Council action, deliberation and/or comment on subject matter brought up during the public comment section unless and until it has been scheduled as a business item on a future meeting agenda.

**XI. REPORTS**

- a)* Mayor/Mayor Pro-Tem (No Report)
- b)* Interim City Manager (No Report)
- c)* City Attorney (No Report)
- d)* City Clerk
  - i. Meeting and Events Calendar [*See Notebook Tab 8*]
  - ii. Fire Department Monthly Report

**XII. CLOSED SESSION**

- a)* Pursuant to G.S. §143-318.11 (a)(6) regarding a Personnel Matter.

**XIII. WORK SESSION**

- a)* City Manager Search. [*No materials*]

**XIV. ADJOURNMENT**

**City Council Minutes**  
**Regular Meeting**  
**12 January 2015**

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**PRESENT**

Mayor James D. O'Geary, Presiding; and Council Members James C. Kearney, Sr., Sara M. Coffey, Michael C. Inscoe, D. Michael Rainey, Brenda Peace-Jenkins, Fearldine A. Simmons, and George M. Daye.

**ABSENT**

Council Member Garry D. Daeke

**STAFF PRESENT**

Interim City Manager Edward A. Wyatt, City Attorney D. Rix Edwards, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Engineering Director Clark Thomas, Henderson Water Reclamation Director Tom Spain, Development Services Director Corey Williams and Recreation and Parks Director Kendrick Vann

**CALL TO ORDER**

The 12 January 2015 Regular Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:03 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

**ROLL CALL**

The City Clerk called the roll and advised Mayor O'Geary a quorum was present.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Council Member Peace-Jenkins led those present in a prayer and the Pledge of Allegiance.

**OPENING COMMENTS**

Mayor O'Geary extended a special welcome to everyone for this first meeting of 2015. He wished everyone well throughout 2015.

## **ADJUSTMENTS TO/APPROVAL OF AGENDA**

Mayor O'Geary asked if there were any adjustments to the Agenda. Council Member Peace-Jenkins moved to accept the Agenda as presented. Motion seconded by Council Member Coffey and unanimously approved.

## **APPROVAL OF MINUTES**

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Peace-Jenkins moved the approval of the 8 December 2014 minutes as presented. Motion seconded by Council Member Daye, and unanimously approved.

## **PUBLIC COMMENT PERIOD ON AGENDA ITEMS**

The City Clerk advised the Mayor and Council Members that no citizen wished to address Council at this time.

## **NEW BUSINESS**

**Authorizing the Execution of an Agreement with Devere Construction Relative to the Concrete Construction of the Oxidation Ditch during the Henderson Water Reclamation Facility Renovation Project.** (*Reference: CAF 15-08; Resolution 15-07*)

Assistant City Manager Frazier explained this issue has been discussed previously and Council asked for a review of the agreement by City Attorney Edwards. The agreement outlines the responsibilities of the contractor and sets aside \$60,000 in case future repairs are necessary. The problem involves the oxidation ditches at the Henderson Water Reclamation Facility. McGill Associates notified the subcontractor, Devere Construction, of the problem and the necessary repair work has now been completed in accordance with the approved methods.

Council Member Inscoe asked for confirmation of the amount to be refunded to the City. Mr. Frazier confirmed the amount is \$60,000, rather than \$69,000 as stated in CAF 15-08.

There were no further questions. Mayor O'Geary asked for the pleasure of Council.

Council Member Coffey moved the approval of Resolution 15-07, *Authorizing the Execution of an Agreement with Devere Construction Relative to the Concrete Construction of the Oxidation Ditch during the Henderson Water Reclamation Facility Renovation Project*. Motion seconded by Council Member Kearney, and APPROVED by the following vote: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Daeke. (*See Resolution Book 4, p 155*)

**Authorizing the Appropriation of \$95,000 from the Engineering Contingency Line to the Engineering Construction Administration and Inspection Line of the Water Reclamation Renovation Project.** (*Reference: CAF 15-182; Ordinance 15-08*)

Interim City Manager Wyatt explained this action essentially transfers funds to bring the account up-to-date.

Council Member Kearney asked if this was to cover outstanding bills or in anticipation of incoming bills. Assistant City Manager Frazier said this is to cover outstanding bills of \$19,000 and the rest is in anticipation of future bills.

With no further questions, Mayor O'Geary then asked for the pleasure of Council.

Council Member Coffey moved the approval of Ordinance 15-08, *Authorizing the Appropriation of \$95,000 from the Engineering Contingency Line to the Engineering Construction Administration and Inspection Line of the Water Reclamation Renovation Project (FY15 Budget Amendment #17)*. Motion seconded by Council Member Simmons, and APPROVED by the following vote: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Simmons, Daye, and Kearney. NO: None. ABSTAIN: None. ABSENT: Daeke. (*See Ordinance Book 9, p 209*)

**Providing for the Disposition of Two Jointly Held Properties by the City and County Identified as: 1) 149 Horner Street, Further Identified in Vance County Register of Deeds Book #1275, Page #0997; Tax Parcel #0003-08 003A; and 2) 839 Andrews Avenue, Further Identified in Vance County Register of Deeds Book #1279, Page #500; Tax Parcel #0079-03034 54 Feet Andrews Avenue & 0079-03008 839 Andrews Avenue.** (*Reference: CAF 15-17; Resolution 15-13*)

Interim City Manager Wyatt explained the County received a bid to purchase the two (2) above-mentioned properties which are jointly owned by the City and County. The City has no liens against the properties for weed abatement and therefore recommend transfer of these two (2) properties to Vance County with the understanding upon the completion of the sale, the proceeds will be shared between the City and County on a pro-rata basis.

Council Member Kearney asked if the property tax value will remain the same. City Attorney Edwards said the valuation will remain the same until city-wide re-evaluation occurs. Council Member Rainey verified that the new owners will be responsible for the property taxes at the time of purchase.

Council Member Simmons asked for clarification as to why the new owners will not be responsible for the back taxes. Council Member Kearney explained it is just like any purchase of a home in that the new owners are only responsible from the date of purchase.

Mr. Kearney then asked if the taxes will be the book value or the purchase value. City Attorney Edwards and Mr. Wyatt both said it would be book value and the Attorney Edwards offered to confirm this with the tax department.

There was no further discussion. Mayor O'Geary then asked for the pleasure of Council.

Council Member Rainey moved the approval of Resolution 15-13, *Providing for the Disposition of Two Jointly Held Properties by the City and County Identified as: 1) 149 Horner Street, Further Identified in Vance County Register of Deeds Book #1275, Page #0997; Tax Parcel #0003-08 003A; and 2) 839 Andrews Avenue, Further Identified in Vance County Register of Deeds Book #1279, Page #500; Tax Parcel #0079-03034 54 Feet Andrews Avenue & 0079-03008 839 Andrews Avenue.* Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Inscoe, Rainey, Peace-Jenkins, Simmons, Daye, Kearney, and Coffey. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Resolution Book 4, p 167)

**Adopting a Corporate Resolution and Certificate of Incumbency for First Citizens Bank and Trust Company.** (Reference: CAF 15-19; Resolution 15-14)

Interim City Manager Wyatt explained this is a routine action confirming the documentation set forth by First Citizens Bank and Trust which will allow Assistant City Manager Frank Frazier and Finance Director Kathy Brafford as signers on the account.

Council Member Coffey asked if this grants permission for any type of loan. Mr. Wyatt responded no.

There were no further questions and Mayor O'Geary asked for the pleasure of Council.

Council Member Rainey moved the approval of Resolution 15-14, *Adopting a Corporate Resolution and Certificate of Incumbency for First Citizens Bank and Trust Company.* Motion seconded by Council Member Inscoe, and APPROVED by the following vote: YES: Rainey, Peace-Jenkins, Simmons, Daye, Kearney, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Resolution Book 4, p 169)

**Temporarily Suspending the Leaf Collection Fee Until January 31, 2015.** (Reference: CAF 15-20; Resolution 15-15)

Interim City Manager Wyatt commended Assistant City Manager Frazier for his desire to spread good will to the community by extending the leaf season due to a very wet December. This cost of this extension is anticipated to be approximately \$3,500 (for the seasonal crews).

There was no discussion. Mayor O'Geary asked for the pleasure of Council.

Council Member Coffey moved the approval of Resolution 15-15, *Temporarily Suspending the Leaf Collection Fee Until January 31, 2015.* Motion seconded by Council Member Simmons, and APPROVED by the following vote: YES: Peace-Jenkins, Simmons, Daye, Kearney, Coffey, Inscoe and Rainey. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Resolution Book 4, p 171)

**Tax Releases and Refunds from Vance County for the Month of November 2014.** The releases and refunds below are in order and recommended for approval. (*Reference: CAF 14-07*)

Nov 2014 Tax Releases & Refunds			
Name	Reason	Tax Year	Amount
<b>Real &amp; Personal Property</b>			
<b>Releases</b>			
Millennium Dev. Group	Taxes Lost to Foreclosure	2004	14.34
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2004	270.33
Millennium Dev. Group	Taxes Lost to Foreclosure	2005	113.10
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2005	170.83
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2005	17.35
Millennium Dev. Group	Taxes Lost to Foreclosure	2006	33.10
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2006	175.00
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2006	17.35
Millennium Dev. Group	Taxes Lost to Foreclosure	2007	33.10
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2007	33.77
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2007	17.35
Millennium Dev. Group	Taxes Lost to Foreclosure	2008	55.88
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2008	14.63
Alliance Supercenter	Real Prop Billed in Error	2009	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2009	57.86
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2009	382.47
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2009	15.15
Alliance Supercenter	Real Prop Billed in Error	2010	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2010	57.86
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2010	32.47
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2010	15.15
Alliance Supercenter	Real Prop Billed in Error	2011	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2011	57.85
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2011	32.44
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2011	15.12
Alliance Supercenter	Real Prop Billed in Error	2012	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2012	57.85
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2012	32.44
Alliance Supercenter	Taxes Lost to Foreclosure	2013	310.00
Millennium Dev. Group	Taxes Lost to Foreclosure	2013	61.31
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2013	214.39
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2013	16.03
Alliance Supercenter	Real Prop Billed in Error	2014	310.00
CC Dickson	Pers. Prop Billed in Error	2014	1,803.75
Instinctive Healing	Correct Value	2014	5.58
Knight, Zella Shearin	Correct/ Grant Ex	2014	935.85
Millennium Dev. Group	Taxes Lost to Foreclosure	2014	61.31
Salon 31	Pers. Prop Billed in Error	2014	26.77
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2014	34.39
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2014	16.03
Warren-Vance Community Health	Correct/ Grant Ex	2014	64.36
<b>Total R&amp;P Property Releases</b>	<b>Nov R &amp; P Releases</b>		<b>6,752.56</b>
<b>Real &amp; Personal Property</b>			
<b>Refunds</b>			
BB&T	Correct Value	2009	1,710.19
Ragland, Rosa F	Removed Senior Discount	2014	(155.00)
<b>Total R &amp; P Property Refunds</b>			<b>1,555.19</b>
<b>Total R&amp;P Prop. Rel. &amp; Ref.</b>	<b>Nov R &amp; P Refunds</b>		<b>8,307.75</b>
<b>Vehicle Releases Nov 14</b>			
Alston, Sean Antione Sr.	Correct Situs	2013	57.93
Mann, Tyra Felisa	Pro-Rate	2013	3.25
<b>Total Vehicle Releases</b>	<b>Nov Vehicle Releases</b>		<b>61.18</b>
<b>Vehicle Refunds</b>			
<b>Total Vehicle Refunds</b>	<b>No Nov Vehicle Refunds</b>		-
<b>Tot. Veh. Rel. &amp; Ref.</b>	<b>Nov Veh Releases &amp; Ref.</b>		<b>61.18</b>
<b>Total All Releases &amp; Refunds Nov 2014</b>			<b>8,368.93</b>

There were no questions so Mayor O'Geary asked for Council's pleasure.

Motion was made by Council Member Rainey to approve the *Tax Releases and Refunds from Vance County for the Month of November 2014*. Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Simmons, Daye, Kearney, Coffey, Inscoc, Rainey and Peace-Jenkins. ABSTAIN: None. ABSENT: Daeke.

## **PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS**

City Clerk McCrackin advised one citizen wished to address Council at this time.

**Mr. Bryan Hargrove, 78 Jordan Lane** Mr. Hargrove spoke concerning an incident at the Recreation and Parks Department involving police security. He stated he did the required paperwork to hold a basketball event at the recreation center on December 20 and that the police department failed to provide the requested security. He said his deposit has been refunded but requested a refund of \$220 in lost insurance costs. Mr. Hargrove commended Recreation and Parks Director Vann for taking the brunt of his displeasure and continued saying the City Manager and Police Chief both failed to respond with a resolution. He asked what can a citizen do when they have done what was required.

Mayor O'Geary thanked Mr. Hargrove for his comments and asked Interim City Manager Wyatt to review this incident and to respond to both Council and Mr. Hargrove

Council Member Coffey asked if there was a protocol for problems such as this. Mr. Wyatt responded not at this time; however, one is being established.

Council Member Simmons confirmed the \$220 was for insurance coverage and Council Member Peace-Jenkins shared Mr. Hargrove has worked with the youth in this community for a long time.

## **REPORTS**

a) Mayor/Mayor Pro-Tem (No Report)

b) Interim City Manager – Mr. Wyatt introduced Michelle Daniels to Council as the new Assistant Finance Director. He said she will be an excellent addition to the department and has an excellent background in budgeting.

Ms. Daniels said she is looking forward to her work with the City and then introduced herself individually to each Council member.

Mr. Wyatt then shared an update regarding the Recreation and Parks Department beginning with the cleaning up of the facility. He also shared Director Vann's desire to be pro-active and the new programs that are being instituted such as deep water aerobics, campus to college tours, and two locations this year for the egg hunt.

c) City Attorney (No Report)

d) City Clerk - Ms. McCrackin reminded Council of the Annual Chamber Banquet Friday, January 23<sup>rd</sup> and said she will be including council's tickets with the next agenda packet.

## **OTHER**

Council Member Coffey asked for prayers for her family as her son was in a serious accident. She also proudly shared she has been able to sponsor two basketball teams at the recreation center.

Council Member Simmons mentioned she will be celebrating her 50<sup>th</sup> anniversary during the Henderson Institute's annual reunion over Labor Day. More information will be forthcoming.

With no further discussion, Mayor O'Geary asked if Council was prepared to go into Close Session and stated there would be no report following the session.

## **CLOSED SESSION**

Council Member Coffey moved for Council to convene in closed session pursuant to G.S. §143-318.11(a)(6) for a Personnel Matter. Motion seconded by Council Member Rainey, and unanimously approved.

Council Member Rainey moved for Council to convene in open session. Motion seconded by Council Member Peace-Jenkins and unanimously approved.

## **WORK SESSION**

### **City Manager Search**

At this time, Mayor O'Geary turned the meeting over to Interim City Manager Wyatt. Mr. Wyatt began by saying the sample advertisement for the City Manager is consistent with what was used during the last search. At the last meeting, Mr. Kearney asked to build on the characteristics and Mr. Wyatt now asked for Mr. Kearney's input.

Council Member Kearney agreed with the existing bullet points and asked if council was agreeable to adding the following: 1) Strives to achieve and maintain a competent workforce that looks like the citizens they serve (workforce diversity); and 2) Accomplishes successful ongoing interaction with civic and social organizations and citizens at large (be visible in the community)

Council Member Rainey said the new city manager will be coming in with an excellent staff which should allow him/her time to become more visible in the community and added he would like someone with a good knowledge of municipal government.

Mayor O'Geary said the City is fortunate to be surrounded with some of the best employees.

Council Member Simmons felt visibility and knowledge are definitely important and then asked what timeframe Mr. Wyatt anticipated to fill the position.

Mr. Wyatt said whoever accepts the position will more than likely have to give a 30 day notice. Additionally, it may take 3-4 weeks before the ad will actually be printed and then probably 3-4 weeks to allow time for resumes to be received.

Mr. Wyatt said the resumes should be reviewed by the Committee of the Whole and emphasized Council should be sure to take its time in selecting the proper person for the position.

With Council's permission, Mr. Wyatt said he would help narrow down the applicants and said then Council will probably want to set up interviews with the best 6-10 candidates. A second interview will probably be necessary.

Council Member Rainey said based on Mr. Wyatt's track record with the hiring of former City Manager Griffin, he would like to see Mr. Wyatt move forward with placing the advertisement.

Mr. Wyatt said he enjoys this process and assured Council each applicant will be treated with dignity and respect. He added he will not influence Council's decision when it comes down to the final decision.

Council Member Inscoc asked if the advertisement will go simultaneously to all the trade magazines, newspaper, etc. Mr. Wyatt said yes; however, some may print before others.

Council Member Kearney asked Mr. Wyatt to keep Council on a timeline and Mr. Wyatt agreed.

At this time Mayor O'Geary asked for a consensus of Council that Mr. Wyatt should go ahead and start the advertisement process and the following is the response: YES: Kearney, Coffey, Inscoc, Rainey, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Daeke.

With no further business Mayor O'Geary asked if Council was prepared to adjourn

## **ADJOURNMENT**

Council Member Peace-Jenkins moved for adjournment. Motion seconded by Council Member Inscoc, and unanimously approved. The meeting adjourned at 7:17 p.m.

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James D. O'Geary  
Mayor

**ATTEST:**

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Esther J. McCrackin  
City Clerk