

**GATES COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
April 21, 2014**

The Gates County Board of Commissioners met in an Special Meeting at 3:30 p.m. Monday, April 21, 2014 in the Commissioners Board Room, 202 Court Street, Gatesville. Commissioners Jordan, Owens, Jernigan, Hofler and Felton were present. Also present was Interim County Manager Kenneth Windley.

Chairman Jordan led in prayer and the pledge of allegiance.

Chairman Jordan called the meeting to order.

Approval of Minutes

Minutes are approved during the 1st monthly meeting; none are available at this time.

Approval of Agenda

Commissioner Owens made a motion to amend the agenda to address closed session prior to new business. Commissioner Jernigan seconded the motion, motion carried without opposition.

Closed Session

Commissioner Hofler made a motion to enter into closed session according to NCGS 143-318.11 a (3) Legal, (4) Economic Development. Commissioner Owens seconded the motion, motion passed without opposition.

Commissioner Owens made a motion to exit closed session and enter into special session. Commissioner Jernigan seconded the motion, motion passed without opposition

Adjournment

Commissioner Jernigan made a motion to approve the negotiated agreement discussed in closed session with the county attorney for the option of purchase of property pending the conditions noted by the county attorney. Commissioner Owens seconded the motion. Commissioner Owens, Commissioner Jernigan, and Chairman Jordan voted in favor of the motion. Commissioner Hofler and Commissioner Felton voted against the motion. Motion passed three to two.

Commissioner Hofler made a motion to recess until the end of the end of the Board Equalization & Review Meeting. Commissioner Jernigan seconded the motion, motion passed unanimously.

Commissioner Owens made a motion to reconvene into open session. Commissioner Hofler seconded the motion, motion passed unanimously.

New Business

The Board reviewed the recommendations of the Personnel Committee to grant a salary increase for Sandy Pittman and Clytia Gordon due to completion of certification programs.

Ken Windley, Interim County Manager, presented to the Board the following recommendations:

1. Salary increase for Clytia Gordon certification, Clytia was promised a 10% pay increase by her board if she became a Certified Elections Supervisor. Her salary would be grade 18 step 6 which is \$32,816.81. This is the only certification she can receive. Her salary is effective April 1.
2. Salary increase for Sandy Pittman for becoming a Certified Finance Officer. Sandy received her certification effective January 1, 2014. She was guaranteed an increase in pay but no amount was quoted. The Committee recommends a four step increase (8%).

3. Salary Reclassification for Board of Elections part time employees to move from an undesignated grade and step to a grade 9 step 6. The hourly rate would change from \$9.70 to \$9.78.

Commissioner Jernigan asked who promised the 10%, Mr. Windley stated that the Elections Board promised it based on successful completion of the certification.

Commissioner Jernigan made a motion to approve the recommended salary increase for the Elections Director. Commissioner Owens seconded the motion, motion passed unanimously.

Mr. Windley informed the Board that Sandy Pittman was informed that she would be eligible for a salary increase upon completion of certification.

Chairman Jordan stated that Ms. Pittman was hired and groomed by Ms. Hoggard and was hired at a lower salary until the certification was achieved and is asking the Board to honor the salary increase.

Commissioner Hofler stated that it has taken her a little longer because of some personal issues.

Chairman Jordan stated that she is a valuable employee.

Commissioner Jernigan stated that she has softened some and become a good team player.

Mr. Windley stated that this is the only certification that she can receive. Mr. Windley stated to the Board again that her certification was received January 1st but the recommendation on the table is that it would be effective April 1st.

Commissioner Jernigan stated that he would like to see it retroactive to when the certification was received.

Mr. Felton asked if there was some reason that the Personnel Committee decided on April 1st.

Chairman Jordan stated that it was his opinion to go with April 1st since the 8% increase is very gracious and would be a considerable amount if made retroactive to January 1st.

Commissioner Felton asked Mr. Windley what his thoughts were. Mr. Windley stated that he was torn between the two and sympathized with Ms. Pittman for not being able to get a meeting scheduled. Commissioner Hofler stated April 1st would make the paperwork a little cleaner.

Commissioner Jernigan stated the he was sure that the paperwork would not be an issue since Ms. Pittman is in the office that processes payroll.

Chairman Jordan stated that when the county did the pay changeover she received a raise at that time and now the new increase will mean the salary has increased pretty significant in a short time and the Committee felt April 1st was appropriate.

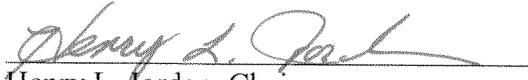
Commissioner Owens stated that when a committee has had an opportunity to review a topic in great deal and to meet with the individuals to discuss concerns he is inclined to go with the recommendation of the committee.

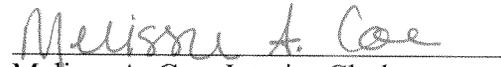
Commissioner Owens made a motion to approve the salary increase for Ms. Pittman to be effective April 1, 2014. Commissioner Felton seconded the motion, motion passed without opposition.

Mr. Windley explained to the Board that Elections has two part time employees that need to be brought up to the new pay and classification which would be a \$.08 increase per hour.

Commissioner Owens made a motion to approve the part time pay increase for Elections. Commissioner Hofler seconded the motion, motion passed without opposition.

Commissioner Owens made a motion to adjourn the Special Meeting. Commissioner Jernigan seconded the motion, motion passed without opposition.


Henry L. Jordan, Chairman


Melissa A. Coe, Interim Clerk

GATES COUNTY BOARD OF COMMISSIONERS

