

TOWN COUNCIL  
SPECIAL MEETING  
NOVEMBER 18, 2010  
7:00 PM

Mayor Moore-Present  
Vice-Mayor Greer-Present  
Councilman Ward-Present  
Councilman Massey-Present  
Councilman Doughty-Present  
Councilman Metz-Present  
Councilman Scanlan-Absent

STAFF PRESENT: Arthur Miles, Ethel Parks, Chief Potts.

CALL TO ORDER:

A Special Meeting of the Exmore Town Council was called to order at 7:00 pm by Mayor Moore.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited by all present.

INVOCATION:

The Invocation was given by Councilman Greer.

ENTRY INTO CLOSED SESSION (PERSONNEL MATTERS):

Mayor Moore asked for a Motion to enter into Closed Session.

Councilman Ward made the Motion, in accordance with the Code of Virginia, “that the Council convene in closed session pursuant to Virginia §2.2-3711(A)(1) to discuss and consider the assignment, performance, demotion, disciplining, or resignation of an employee of the Town of Exmore”. The Motion was seconded by Councilman Massey. Discussion-None. The Motion was passed by the following vote: Councilman Ward-Aye; Councilman Massey-Aye; Councilman Doughty-Aye; Vice-Mayor Greer-Aye; Councilman Metz-Aye; with Councilman Scanlan-Absent. The Mayor and Council, and also Mr. Miles and Chief Potts, convened to Closed Session.

RECOVERY FROM CLOSED SESSION:

Mayor Moore stated that in accordance with FOIA laws he will read a Resolution and poll the Council on matters that were discussed;

“Whereas, the Council of the Town of Exmore has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of Section 2.2-3712 of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3711(A)(4) of the *Code of Virginia* requires a certification by this Council that such closed meeting was conducted in conformity with Virginia Law;

Now, Therefore, be it resolved, that the Council of the Town of Exmore hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed and (ii) only such business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered".

Mayor Moore asked the Council for a vote to determine that they are in agreement with the Resolution. All were in agreement with the Resolution: Councilman Ward-Aye; Councilman Massey-Aye; Councilman Doughty-Aye; Councilman Metz-Aye; with Councilman Scanlan absent.

Mayor Moore asked the Council for a Motion to come out of Closed Session. Councilman Ward made the Motion to come out of Closed Session. The Motion was seconded by Councilman Doughty. Discussion-None. The Motion was passed unanimously.

Mayor Moore announced that the Council was back in their regular Council meeting. Councilman Massey made the Motion to extend Officer Justice's suspension without pay until such time as his traffic issue is disposed of. The Motion was seconded by Councilman Doughty. Discussion-None. The Motion was passed unanimously.

#### ANALYSIS OF MOST RECENT TANK MAINTENANCE PROPOSAL CHANGES AND POTENTIAL SELECTION OF CANDIDATE:

Mr. Miles informed the Mayor and Council that Southern Corrosion submitted the lowest bid for maintenance of the water tower and recommended to accept their proposal.

Councilman Ward made the Motion to accept Southern Corrosion's proposal. The Motion was seconded by Councilman Metz. Discussion-None further. The Motion was unanimously.

#### REQUEST TO HIRE A FULL TIME ASSISTANT CLERK:

Mr. Miles asked the Mayor and Council to allow him to hire a full time clerk for the front desk. He stated that Connie Doughty has been employed part time for three months. He said that Ms. Doughty is a good worker, knows how to relate to people and he would like to keep her and hire her full time. Mr. Miles stated that the accumulated vacation leave that we have been paying to Steve Elliott's estate will be paid up next week. He said that we have been paying Steve's estate \$756.00 gross per week and that Connie would receive \$440.00 plus benefits which is \$316.00 per week less than what we are paying now. After some discussion, Councilman Ward made the Motion to hire Ms. Doughty as a full time assistant clerk. The Motion was seconded by Councilman Metz. Discussion-None further. The Motion was passed unanimously.

Mayor Moore commented that with another full time clerk they can spend more time on the delinquent taxes. Mr. Miles said that they made a lot of corrections before the tax bills were sent out.

Mayor Moore asked Mr. Miles about the status of the audits. Mr. Miles said that he has asked Diane Smith to continue with the audits but has not received a response from her as yet.

EMPLOYEE CHRISTMAS BONUSES INCLUDED IN THE BUDGET WILL BE DISTRIBUTED THE WEEK OF NOVEMBER 29-DECEMBER 3.

Mr. Miles noted that prior to last year the bonuses were \$500.00 for full time employees and \$250.00 for part time employees and last year they were \$300.00 for full time employees and \$150.00 for part time employees. He said that the bonuses included in the budget this year are \$500.00 for full time employees and \$250.00 for part time employees. Vice-Mayor Greer agreed to pay the \$500.00/\$250.00 as a “thank you” to the employees. Mr. Miles stated that the employees are appreciated and that they deserve it. Councilman Massey made the Motion to pay \$500.00 Christmas bonuses. The Motion was seconded by Councilman Metz. Discussion-None further. The Motion was passed unanimously.

Mr. Miles announced that the Town Christmas luncheon will be held on December 22 at 12:00.

REQUEST RECEIVED FOR COUNCIL MEMBERS TO SERVE AS JUDGES FOR THE CHRISTMAS PARADE ON DECEMBER 11, 2010:

Mr. Miles said that they have received a request for him, Mayor Moore and the Council to serve as judges for the Christmas Parade.

Councilman Massey stated that the Christmas Decoration Contest will be on December 17.

Mr. Miles announced that the next Town Council meeting will be held on December 6, 2010 at 7:00 pm.

MOTION TO ADJOURN:

Councilman Massey made the Motion to adjourn. The Motion was seconded by Vice-Mayor Greer. Discussion-None. The Motion was passed unanimously. The Meeting was adjourned at 7:42 pm.

---

William M. Moore, Jr., Mayor

---

Ethel Parks, Town Clerk