MINUTES OF A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE TOWN OF CHAPEL HILL, MUNICIPAL BUILDING, MONDAY, MARCH 9, 1981, 7:30 P.M.

Mayor Nassif called the meeting to order. Present were:

Marilyn Boulton Joe Herzenberg Jonathan Howes Beverly Kawalec R. D. Smith Bill Straley Bill Thorpe

Also present was Town Manager E. Shipman. Councilmember Wallace was excused.

Petitions

Ms. Elaine Russell requested the Council to adopt a policy acknowledging their responsibility to seek better traffic control on the residential streets of the Town whenever it was necessary or whenever they received petitions seeking traffic control from residents in Chapel Hill. She stated the petition resulted from the situation regarding Clayton Road where residents had received little help with their petition. Many areas in Town were seeking safer neighborhoods.

Councilmember Boulton said that because the Council did not agree with the measures requested in the petition from Clayton Road residents did not mean they were unresponsive. The Councilmembers had spent a great deal of time considering the traffic situation in that area.

Ms. Russell thought a policy was needed to welcome petitions from residents. She believed there was inconsistentcy in the Council's actions.

Councilmember Howes stated the Council had a policy of openness. Each agenda was published in the newspaper. Each meeting was opened with a request for petitions. He stated the Council had disagreed with Ms. Russell's opinion of measures to be taken to correct traffic problems.

Councilmember Smith moved, seconded by Councilmember Herzenberg, that the Council accept the petition and discuss the matter again in the budget worksession on Public Works. The motion was carried unanimously.

Mr. Page requested to speak on item 3, the rezoning of property near South Columbia Street. He wanted the Council to refer the matter back to the Planning Board to consider rezoning to R-6 rather than R-3. The Council agreed to hear Mr. Page.

Mr. Rindfuss was present to speak on drive-in businesses. Mayor Nassif said this item would not be discussed as one of the Councilmembers was absent.

Ms. Diane Becton asked to speak on item 9, consideration of the Fine Arts Festival. The Council agreed.

Mayor Nassif recognized Mr. Tony Lathrop, the representative from the Student Body of the University.

Minutes

ON MOTION BY COUNCILMEMBER SMITH, SECONDED BY COUNCILMEMBER STRALEY, THE MINUTES OF FEBRUARY 23, 1981, WERE APPROVED AS SUBMITTED.

Resolution Denying a Rezoning Request for Properties Near South Columbia Street

Mr. Page asked that the Council not consider at this time the proposal to rezone the subject property to R-3, but refer the matter back to the Planning Board for consideration of rezoning to R-6. The R-6 zoning would be in compliance with the comprehensive plan. Referring the matter back to the Planning Board would also eliminate the need for another public hearing.

Councilmember Smith did not think the Council could avoid another public hearing with the change in the requested zoning. Mayor Nassif indicated it could.

Councilmember Kawalec objected to eliminating the public hearing as the residents in the area opposed to the rezoning had tried to file a protest petition but had been misled on the correct date for filing by the Clerk. Another hearing would give the residents another opportunity to file a petition. COUNCILMEMBER KAWALEC MOVED, SECONDED BY COUNCILMEMBER HERZENBERG, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION DENYING A ZONING MAP AMENDMENT FOR PROPERTIES LOCATED ON SOUTH COLUMBIA STREET (81-R-32)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby denies the request for a zoning map amendment to change the zoning of approximately 20 acres of land located along and near South Columbia Street and identified as Chapel Hill Township Tax Map 89, Block D, Lots 11, 12, 13, 14, 15, 17, 17A and 18; and Chapel Hill Township Tax Map 89, Block G, Lots 2, 3, 4, 4A, 4B, 5, 6, 6A, 7, 8, 9 and 10; and Chapel Hill Township Tax Map 89, Block C, Lots 1, 2, 3, 5, 5A and 5B from the current R-10 zoning to R-3 zoning.

This the 9th day of March 1981.

Councilmember Boulton thought that the Council should not have another public hearing if it was not necessary. The meetings were open and citizens usually spoke if they wished. Councilmember Herzenberg agreed, but wanted the hearing because of the error of the Clerk.

Mayor Nassif reminded the Council they were holding a hearing next week on the entire Zoning Ordinance. The residents could speak there.

Councilmember Smith thought the citizens should be informed of the proposal.

Mr. Jennings said the applicant could ask for changes to the proposed zoning map at the March 16 hearing.

THE MOTION WAS CARRIED UNANIMOUSLY.

Motion Delaying a Special Use Permit for an Electric Power Substation South of US 15-501 Bypass

The University had requested consideration of the power substation be delayed until the next meeting. COUNCILMEMBER SMITH MOVED, SECONDED BY COUNCILMEMBER HOWES, TO DELAY CONSIDERATION OF THE SUBSTATION UNTIL THE NEXT REGULAR MEETING. THE MOTION WAS CARRIED UNANIMOUSLY.

Ordinance Granting a Taxi Franchise to Mr. Willie Dixon

COUNCILMEMBER SMITH MOVED, SECONDED BY COUNCILMEMBER HOWES, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE AMENDING AN ORDINANCE TO GRANT A FRANCHISE TO OPERATE TAXICABS (4 ADDITIONAL CABS FOR DIXON FRANCHISE) (81-0-23)

BE IT ORDAINED by the Council of the Town of Chapel Hill:

SECTION I

WHEREAS, NCGS 160A-304) provides that the Town, by Ordinance, may grant a taxi franchise for a stated number of taxicabs within the Town, and

WHEREAS, Mr. Willie Dixon was granted a franchise to operate three taxicabs in Chapel Hill on February 9, 1981, and

WHEREAS, Mr. Willie Dixon proposes to operate four (4) additional taxicabs, for the purpose of providing Shared-Ride services under contract to the Town, and

WHEREAS, the Council finds that the public convenience and necessity require the operation of up to seven (7) taxicabs including four (4) exclusively for said Shared-Ride Services, and that the said Mr. Willie Dixon is a proper person for said franchise;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Chapel Hill, that pursuant to the authority contained in NCGS 160A-304 and Article II, Chapter 20, Code of Ordinances, Town of Chapel Hill, Mr. Willie Dixon be and is hereby granted a franchise to operate a total of seven (7) taxicabs, including four (4) exclusively for Shared-Ride services, within the Town upon compliance with the provisions of Chapter 20, Code of Ordinances, Town of Chapel Hill.

SECTION II

All Ordinances and portions of Ordinances in conflict herewith are hereby repealed.

This the 9th day of March 1981.

Councilmember Smith asked if Chapel Hill Cab Company was still in business. Mr. Shipman said they had been out of business for a few weeks but had begun operation again. The franchise granted to Mr. Pasillipo was still valid since the Council had not revoked it. The Council asked for a report on this situation.

Councilmember Thorpe commented that franchises should be revoked when companies went out of business. Mayor Nassif instructed the Manager to consult with the attorney on a method for revoking franchises when the companies went out of business.

THE MOTION WAS CARRIED UNANIMOUSLY.

Discussion of Street Lighting in 100 Block of South Columbia Street

Mayor Nassif said that although the street lighting on the 100 block of South Columbia Street met the Town's requirements for lighting, in the summer, trees shadowed the street so that it was dangerous for citizens to walk. This had been brought to his attention by a resident. He suggested the Town consider putting up low lights on this and similar streets to correct the situation. Mayor Nassif added the Council might want to wait for summer to observe the street themselves. Councilmember Thorpe thought waiting unnecessary.

Councilmember Kawalec reminded the Council they had received a similar petition from the Gozes. The Council had decided to look at the whole area for new lighting. Mr. Shipman said he would make recommendations on lighting policy in the budget. Councilmember Boulton commented this had been done in last year's budget, but the Council had considered the cost of lighting above that necessary to meet the current policy too much.

COUNCILMEMBER BOULTON MOVED, SECONDED BY COUNCILMEMBER SMITH, THAT THE MANAGER BE DIRECTED TO INVESTIGATE THE MATTER AND BRING BACK OPTIONS FOR LIGHTING ON TREE-LINED STREETS. THE MOTION WAS CARRIED UNANIMOUSLY.

Ordinance to Amend Section 16-2 of the Code with Respect to Signs in Street Rights-of-Way (Community Watch Signs)

COUNCILMEMBER SMITH MOVED, SECONDED BY COUNCILMEMBER BOULTON, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE TO AMEND SECTION 16.2 OF THE CODE WITH RESPECT TO SIGNS ON STREET RIGHTS-OF-WAY (81-0-24)

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CHAPEL HILL:

SECTION I

That Section 16.2, Code of Ordinances, Town of Chapel Hill be rewritten to read as follows:

Section 16.2, Signs on Right-of-Way. No signs for any purpose other than street identification or traffic and parking control shall be placed upon the streets or sidewalks of the Town, provided however, that the Town Manager may give permission for signs of either a temporary or permanent nature to be placed thereon when such signs shall not interfere with the orderly use of said right-of-way.

SECTION II

All Ordinances and portions of Ordinances in conflict herewith are hereby repealed.

This the 9th day of March, 1981.

THE MOTION WAS CARRIED UNANIMOUSLY.

Resolution to Express Recognition and Appreciation for the Planned 1981 Fine ι Arts Festival

Ms. Becton informed the Council there was precedent for a contribution from the Town to the Fine Arts Festival as requested. The Festival would charge no admission and all residents of the Town would be welcome.

Councilmember Herzenberg supported the contribution but commented that two years ago the Festival had given no credit to the Town for a contribution, and there had been little advertisement outside of the campus. Ms. Becton responded the organization changed staff every two years. They would advertise more this year and open the festival to the community.

Councilmember Boulton asked if there would be an admission charge if the Town did not contribute to the festival. Ms. Becton responded there would be no admission charge; the money would be used to schedule additional performers.

COUNCILMEMBER THORPE MOVED, SECONDED BY COUNCILMEMBER BOULTON, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION TO EXPRESS RECOGNITION AND APPRECIATION FOR THE PLANNED 1981 FINE ARTS FESTIVAL OF THE UNIVERSITY OF NORTH CAROLINA (81-R-35a)

WHEREAS, the University of North Carolina Departments of Art, Drama, English, Music and Radio, Television and Motion Pictures and other contributors will sponsor a Fine Arts Festival from March 26 through April 4, 1981, and

WHEREAS, the Festival enriches the cultural life of the Chapel Hill community,

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby expresses its recognition and appreciation for the planned 1981 Fine Arts Festival.

This the 9th day of March 1981.

Councilmember Straley asked for the opinion of the Recreation Director. Mr. Shipman responded the Recreation Commission agreed with his recommendation that the contribution would be inappropriate as the Council had refused other requests for contributions at the budget. THE MOTION WAS CARRIED UNANIMOUSLY.

COUNCILMEMBER HERZENBERG MOVED, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION AUTHORIZING THE PREPARATION OF A PERFORMANCE CONTRACT FOR SERVICES TO THE TOWN OF CHAPEL HILL FROM THE FINE ARTS FESTIVAL (81-R-35b)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby directs the Town Manager to negotiate with the Fine Arts Festival of the University of North Carolina for cultural services to the Town during the 1981 Festival in an amount not to exceed \$800.

THE MOTION DIED FOR LACK OF A SECOND.

Discussion of Requests to General Assembly for Local Bills

Mr. Shipman wanted a worksession with the Council and the Attorney before the next meeting to discuss local bills, particularly the bill regarding condominium conversion. They could then discuss the details to be included in the bills. The last date for submitting local bills to the House was March 31.

Mayor Nassif informed the Council Mr. Vickery had indicated he would introduce a bill to have the Board of Equalization for Assessed Property Value stay open for at least 60 days after the tax rate had been set. He would send copies of the draft resolution to the Council.

The Council agreed to the Manager's suggestion for a worksession.

Apple Chill Street Fair

COUNCILMEMBER HOWES MOVED, SECONDED BY COUNCILMEMBER HERZENBERG, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION TEMPORARILY CLOSING PORTIONS OF FRANKLIN STREET AND HENDERSON STREET (APPLE CHILL '81) (81-R-36)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby directs the closing of Franklin Street between Columbia Street and the western entrance of the Morehead Planetarium parking lot, and Henderson Street between Rosemary and Franklin Streets on Sunday, April 26, 1981 from 11:00 A.M. to 8:00 P.M., to allow the holding of the Apple Chill Street Fair and cleanup of the streets following said fair.

This the 9th day of March 1981.

Councilmember Smith was concerned that the Town would be closing the streets before the churches were out. Mr. Secrist explained that the services began at 11:00 a.m. Anyone wishing to let handicapped or elderly out at the doorway would be allowed on the street. The problem occurred when churchgoers parked in the traffic lanes because there were no parking spaces available. Cars would be allowed to park in any spaces available. People coming out of church would attend the fair after church rather than moving their cars. Then there would be difficulty in moving the cars because the vending booths had already been erected. He reminded the Council all of the municipal parking lots were open and free on Sunday mornings. Councilmember Smith asked that the University be requested not to enforce their parking restrictions on Apple Chill Sunday. Mr. Secrist understood the University had agreed to this.

THE MOTION WAS CARRIED UNANIMOUSLY. COUNCILMEMBER HOWES MOVED, SECONDED BY COUNCILMEMBER HERZENBERG, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE TEMPORARILY REMOVING PARKING FROM PORTIONS OF FRANKLIN AND HENDERSON STREETS (APPLE CHILL '81) (81-O-25)

BE IT ORDAINED by the Council of the Town of Chapel Hill:

That on the 26th day of April 1981, between the hours of 12:45 P.M. and 8:00 P.M., there shall be no parking on either side of Franklin Street between Columbia Street and the western entrance of the Morehead Planetarium parking lot, nor on either side of Henderson Street between Franklin and Rosemary Streets.

The Police Department of the Town of Chapel Hill is hereby authorized to cover the parking meters on said streets during such hours on said date, and to post signs during said time that said area is a tow zone. The Police Department is further authorized to remove, tow in, and impound automobiles and vehicles of any kind which are parked on said streets during such hours in contravention of this Ordinance. The owner shall be responsible for and pay storage and moving costs of any vehicle removed pursuant to the provisions of this Ordinance, and the Police Department shall use reasonable diligence to notify the owner of the removal and storage of such vehicle.

THE MOTION WAS CARRIED UNANIMOUSLY.

Resolution Authorizing the Mayor to Enter into a Contract for Audit Services

COUNCILMEMBER THORPE MOVED, SECONDED BY COUNCILMEMBER STRALEY, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR AUDIT SERVICES (81-R-37)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Mayor of the Town of Chapel Hill be and is hereby authorized to enter into a contract with the firm of Peat, Marwick, Mitchell & Company for audit service covering the activities in the 1980-81 fiscal year.

This the 9th day of March, 1981.

Councilmember Howes commented that although Council had abolished all committees, he thought this an instance when an ad hoc committee would have been appropriate.

THE MOTION WAS CARRIED UNANIMOUSLY.

Bids

COUNCILMEMBER STRALEY MOVED, SECONDED BY COUNCILMEMBER HOWES, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION ACCEPTING BIDS AND AWARDING OF CONTRACT FOR BASEBALL AND SOFTBALL UNIFORMS, EQUIPMENT AND SUPPLIES (81-R-38)

WHEREAS, the Town of Chapel Hill has solicited formal bids on February 26, 1981 and the following bids have been received:

BIDDERS AND BIDS

<u>Item</u>	Holly Hill Sporting Goods	Johnson-Lambe Co.	The Locker Room
I. Baseball and Softball Uniforms			
A&B. 25 sets boys' T-shirts C. 2 sets boys' T-shirts D. 14 setsboys' and men's T-shirts E. 4 sets boys' and men's T-shirts F. 40 boys' pants	\$1,162.50 93.00 1,113.00 348.00 488.00	\$1,275.00 102.00 714.00 244.00 300.00	\$2,248.75 256.98 1,798.85 513.96 382.00
11. Baseball and Softball Equipment and Supplies			
A. 1. 8 dozen baseballs 2. 28 dozen baseballs B. 24 baseball bats C. 12 softball bats D. 12 umpire indicators E. 3 sets Hollywood bases F. 5 extra sets ground pegs G. 15 equipment bags H. 6 pitcher's plates I. 4 pitcher's plates I. 4 pitcher's plates J. 4 home plates K. 2 home plates K. 2 home plates L. 70 softball rule books M. Protective Gear: 1. 3 umpire protectors 2. 3 catcher's masks 3. 3 catcher's masks 4. 2 catcher's masks 5. 1 catcher's helmet 6. 3 catcher's helmet 7. 9 shin guard sets: (a) 3 Little League (b) 2 Babe Ruth (c) 4 Adult 8. 3 catcher's mitts 9. 2 chest protectors	267.20 627.20 160.50 70.20 15.60 183.00 120.00 195.00 108.00 21.00 87.00 21.00 87.00 23.40 25.00 34.00 8.95 26.85 31.20 20.80 64.00 69.00 30.00	220.00 756.00 180.00 45.00 15.60 276.00 130.00 54.75 145.20 34.00 131.60 30.00 122.50 60.00 19.50 21.75 39.70 11.00 33.00 33.75 31.00 98.00 69.00 32.50	242.00 847.00 120.00 54.60 16.20 202.50 125.00 103.50 137.70 34.70 123.80 33.90 136.50 80.85 25.50 29.85 31.00 9.55 32.85 44.85 33.90 78.00 82.50 23.90

Underlined items recommended for award.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Town accepts the bid of Holly Hill Sporting Goods for the underlined items in the amount of \$2,551.10, the bid of Johnson-Lambe Co. for the underlined items in the amount of \$1,723.00 and the bid of The Locker Room for the underlined items in the amount of \$298.70.

Councilmember Smith asked why the Town was buying equipment each year. Mr. Secrist answered some of the equipment broke, some was for scheduled replacement because of useage, and there was some loss.

THE MOTION WAS CARRIED UNANIMOUSLY.

COUNCILMEMBER HERZENBERG MOVED, SECONDED BY COUNCILMEMBER KAWALEC, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION ACCEPTING BIDS AND AWARDING OF CONTRACT FOR PADS AND DUPLICATING PAPERS (81-R-39)

WHEREAS the Town of Chapel Hill has solicited formal bids on February 13, 1981 and the following bids have been received:

ITEM			BIDDERS & BID	<u> </u>				
BUPLICATING PAPERS	Brame Office ALTERNATE ! Becyclad Baterials	Products ALTERNATE FI	Carolina Rii Carbon Saler ALTERNATE I Recycled Materials		Dillerd Pape ALTERNATE I Recycled Materials	ALTERNATE II	Triangle Office Equips ALTERNATE Recycled Reterials	ALTERNATE II
2 cases white, 256 rag bond paper	No Bid	\$112.50	to Bid	\$117.40	\$104.70 1405 recycle	No Bld	to Bid	\$140.30
160 cases white, 8g" x 11" paper	64,128.00 (80% recycle	4,312.00	No Bid	3,584.00	3,776.00 1408 recycle	3,416. 0 0	No Sid	3,808.00
16 casés unite, 8é" x 14" paper	523.20 (80% recycle	546.4 0	No Bid	462.40	501.44 (405 recycle	449.6 0	No Sid	616.00
27 cases colored 0½" x 11" paper	747.90 1808 recycle	762.75	No Bid	661.50	No Bid	696.60	No Bid	737.10
18 cases colored 0g" x 14" paper	635.40 (805 recycle	644.4 0	No Sid	558.90	No Bid	602.10	No 814	755.10
LEGAL AND STEND PADS		•						
38 soz. Si" x 14" yellow legal pads	No Bid	165.	No Bid	166.06	No Bid	No Bid	No 914	178.60
. 12 doz. Bi" x 11" yellow legal pads	No Bid	95.7	No Bid	48.36	No Bid	No Bid	No Bid	\$0.52
30 dax. Đặ" x 11" white legal pads	No 816	130.50	No Bid	117.00	No Bid	No Bid	No Bid	131.70
. 14 dez. 6" x 9" wide-ruled steno pads	No Bid	64.12	No Bid	63.98	No Bid	to Bid	to Bid	60.20

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Town accepts the bid of Dillard Paper Company for the underline items in the amount of \$104.70, the bid of Brame Office Products for the underlined items in the amount of \$6,034.50 and the bid of Carolina Ribbon and Carbon Sales, Corp. for the underlined items in the amount of \$395.40.

This the 9th day of March, 1981.

THE MOTION WAS CARRIED UNANIMOUSLY.

Resolution Scheduling Public Hearings on Use of General Revenue Sharing Funds in 1981-82

COUNCILMEMBER KAWALEC MOVED, SECONDED BY COUNCILMEMBER HOWES, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION SETTING PUBLIC HEARINGS ON THE USE OF GENERAL REVENUE SHARING FUNDS IN THE 1981-82 TOWN OF CHAPEL HILL BUDGET (81-R-40)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby calls public hearings for the purpose of receiving comments from citizens on the use of General Revenue Sharing funds in the 1981-82 Budget on April 13, 1981 and on May 26, 1981 at 7:30 P.M. in the Meeting Room of the Municipal Building, 306 North Columbia Street.

TOWN OF CHAPEL HILL

306 NORTH COLUMBIA ST. CHAPEL HILL, N.C., 27514 (919) 929-1111



NOTICE OF SPECIAL MEETING OF THE CHAPEL HILL TOWN COUNCIL

T0: Marilyn Boulton
Joe Herzenberg
Jonathan Howes
Beverly Kawalec
R. D. Smith
Joe Straley
Bill Thorpe
Jim Wallace

You, and each of you, are hereby notified that the Town Council has called a Special Meeting, to be held in the Phillips Jr. Hi Auditorium at 7:30 P.M. on March 6, 198, to hear comments on the proposed zoning ordinance.
forthe april
Mayor
ACCEPTANCE OF NOTICE
We, the undersigned, members of the Chapel Hill Town Council, hereby accept notice of a Special Meeting of the Council, called by Honorable Joseph I. Nassif, Mayor, to be held in the Phillips Jr. Hi. Auditorium, on March 16, 1981, at \$:30 P.M.
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Mayor La Amy
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THE MOTION WAS CARRIED UNANIMOUSLY.

Discussion of Contribution for Purchase of Bullet-Proof Vests

Mayor Nassif said he had been approached by the Chapel Hill Newspaper, representing a group of citizens who wished to make a contribution to the town to be used to purchase bullet-proof vests. Although this item had been in the initial budget in several years, it had been removed for items with a higher priority. The Council must give permission for this contribution to be accepted.

Councilmember Smith said if citizens wished to make a contribution, the Town should accept it.

COUNCILMEMBER SMITH MOVED, SECONDED BY COUNCILMEMBER HERZENBERG, THAT THE CONTRIBUTION BE ACCEPTED BY THE TOWN AND USED TO PURCHASE BULLET-PROOF VESTS.

Councilmember Boulton asked that the advertisement by the citizens requesting funds not be in the nature of a "scare tactic." THE MOTION WAS CARRIED UNANIMOUSLY.

Future Agenda Items

Councilmember Straley said he understood the plans for the new courtroom did not include access for the handicapped in the front of the building. He thought there should be a ramp. Mayor Nassif explained there was access for the handicapped which met the code in the back of the building. Councilmember Straley did not think this adequate. Councilmember Boulton agreed. Mr. Shipman said he would report on the matter at another meeting.

Mr. Shipman said the Council had discussed the Secretary I position in the Clerk's office at the last meeting. He needed further direction from the Council. Councilmember Thorpe said the Council had requested an ordinance making this position responsible to the Council, but which would be supervised by the Clerk. Councilmember Smith commented if the Clerk's office was short-staffed at this time, the Manager should proceed with the process of filling the position. Mr. Shipman responded that while the position had been used by the Clerk, he was not sure it was "needed" by that department. He did not believe there was a build-up of work in the office.

Mayor Nassif suggested the Council discuss their needs and give the Manager direction at the worksession on March 12. As the Manager was unsure of his recommendation with regard to the staff in the Clerk's office, Mayor Nassif asked that he report to the Council with his recommendation on the position. Mr. Shipman repeated that he thought the Clerk's office could function without the position.

Councilmember Boulton suggested that since the Council appointed the Clerk, they should ask his opinion on staff needed. Councilmember Smith disagreed in that the Manager was responsible for town staff. Mayor Nassif concluded that the Council should tell the Manager what they wanted to serve their needs, and the Manager could make a recommendation with regard to the Clerk's office.

There being no further business to come before the Council, the meeting was adjourned at 9:20~p.m.

Joseph L. Nassif, Mayor

David B. Roberts, Clerk