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THE MOTION WAS CARRIED UNANIMOUSLY.

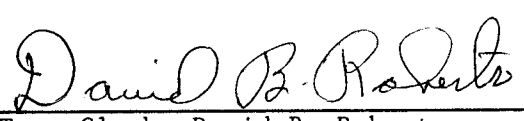
Future Agenda Items

Mr. Shipman called the council's attention some changes he had made in the Manager's recommended budget.

There being no further business to come before the Council, the meeting was adjourned.



Mayor Joseph Nassif



Town Clerk, David B. Roberts

MINUTES OF A SPECIAL MEETING OF THE MAYOR AND COUNCIL
OF THE TOWN OF CHAPEL HILL, MUNICIPAL BUILDING,
MONDAY, JUNE 16, 1980 7:30 P.M.

Mayor Nassif called the meeting to order. Present were:

Marilyn Boulton
Joe Herzenberg
Jonathan Howes
Beverly Kawalec
R.D. Smith (late)
Joe Straley
Bill Thorpe
James Wallace

Also present were Town Manager E. Shipman and Town Attorney E. Denny.

Executive Session

Mayor Nassif announced that Council member Smith had requested the Council consider the second item on the agenda, the executive session to discuss salaries of the attorney, clerk and manager, first as he would be arriving late. COUNCIL MEMBERS HOWES MOVED, SECONDED BY COUNCIL MEMBER WALLACE, TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS SALARIES OF THESE EMPLOYEES. THE MOTION WAS CARRIED UNANIMOUSLY.

Petitions and Requests

Mr. Gardner stated there were many persons present who would present petitions. He noted the most important matter the Council would consider was the budget. He asked that the Council be mindful of the economic conditions existing in the country. The town had an obligation to reduce its spending. He submitted a petition signed by several residents asking the council to delay approval of the budget until it could consider the strain of the increase on citizens. The second petition signed by residents, presented by Mr. Gardner, requested the Council to consider more carefully the proposed budget which would place a burden on the citizens of Chapel Hill.

The third petition requested the Council to continue deliberations on the budget until reduced.

Mr. George Coxhead submitted a petition signed by residents asking that adoption of the budget be delayed until the Council had reduced the amount of increase in the tax rate.

Mr. Rex Avery submitted two petitions from taxpayers asking the council to delay action on the budget until it could be reduced.

Mr. Jessie Page presented petitions requesting the Council to delay action on the budget until the Council could find ways to reduce the budget.

Nominations and Appointments

The nominations for four positions on the Recreation Commission were Mr. Herman-Giddens, Mr. Haig, Ms. Soltys, Ms. Cox and Ms. Lindsey. Council members voted as follows: Ms. Boulton for Cox, Soltys, Herman-Giddens, and Haig; Mr. Straley for Lindsey, Herman-Giddens, Soltys, and Haig; Mr. Smith for Herman-Giddens, Soltys, Lindsey and Haig; Mr. Thorpe for Soltys, Herman-Giddens and Cox; Mr. Howes for Herman-Giddens, Cox, Haig and Lindsey; Mr. Nassif for Soltys, Herman-Giddens, Haig and Cox; Ms. Kawalec for Cox, Lindsey, Soltys, and Herman-Giddens; Mr. Herzenberg for Lindsey, Soltys, Herman-Giddens; and Mr. Wallace for Herman-Giddens, Soltys, Cox and Haig. Mr. Herman-Giddens, Ms. Lindsey and Ms. Cox were appointed for three year terms with Mr. Haig filling the unexpired position of Mr. Weaver.

The Appearance Commission had submitted the names of Thelma Boyd, Jon Condoret, Mary Sundbeck, Marjorie Perlman and Josh Gurlitz for nomination for the 4 positions on the Appearance Commission.

The Transportation Board had submitted the names of Warren Collier, Jack Evans, Joe Capowski, Ms. Kathan Haskins and Paul Obrist for nominations for three positions on the Board. Council member Herzenberg nominated Mr. Gerry Cohen.

The Board of Adjustment had submitted the names of Walter Baum, Ruth Leaver and George Snowden for three positions on the Board. Council member Thorpe nominated Dr. Lewis Roland.

Resolution Submitting Request to General Assembly for Special Legislation to Authorize Increase in Vehicle Decal Fee

COUNCIL MEMBER SMITH MOVED, SECONDED BY COUNCIL MEMBER WALLACE, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION DIRECTING THE TOWN ATTORNEY TO DRAFT AN AMENDMENT TO N.C. GENERAL STATUTE 20-97

BE IT RESOLVED by the Council of the Town of Chapel Hill that the North Carolina General Assembly be requested to adopt an amendment to Section 20-97 of the North Carolina General Statutes, to provide that the Town of Chapel Hill be added to the list of towns and cities which may levy not more than five dollars (\$5.00) per year for a municipal license for resident motor vehicles.

BE IT FURTHER RESOLVED that the Town Attorney is hereby authorized and directed to prepared the proposed amendment for submission to the General Assembly.

This the 9th day of June, 1980.

Mayor Nassif asked if this would also give authorization to tax all vehciels which come into Chapel Hill. Mr. Shipman stated that this bill would give authorization to increase the decal fee, but the Council would have to enact an ordinance to increase the fee. They could discuss the details of collecting the fee after receiving the authorization. THE MOTION WAS CARRIED UNANIMOUSLY.

Mr. Denny informed that the local bill to amend the Charter in the matter of a Council resignation had been introduced. However, Mr. Cohen had raised a question about the requirement of appointment procedures for the Mayor. Mr. Denny had discussed the matter with our representative and suggested alternative language. The bill had been introduced with the alternative language.

COUNCIL MEMBER SMITH MOVED, SECONDED BY COUNCIL MEMBER HOWES, TO AMEND THE LANGUAGE OF THE BILL SUCH THAT THE LAST DATE FOR A RESIGNATION FROM THE COUNCIL OR MAYOR WHICH COULD BE FILLED BY ELECTION WOULD BE FORTY-FIVE DAYS BEFORE THE DATE OF THE GENERAL ELECTION.

Mr. Jack Stutts presented a petition from the residents around Clearwater Lake. (Council member Smith arrived). He believed the problems of vandalism, litter and security would increase with increased use. Parking facilities were not adequate and access was private. He asked that the town consider the large outlay of funds necessary for improvements and continuing maintenance should they buy the lake.

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER SMITH, TO RECEIVE THE PETITIONS. THE MOTION WAS CARRIED UNANIMOUSLY.

Committee Report Re Clearwater lake

Council member Wallace reported that the committee had met twice to consider the many aspects of possible purchase of Clearwater lake. They did not want the purchase related to the budget for 1980-81. The committee did not perceive any sources of money readily available for the purchase. There were several issues relating to public health and safety, access, water quality. And, there was a divergence between the asking price of \$200,000 and appraisals of \$150,000. The committee did not feel able to make a recommendation at this time other than to ask the Council to inform the Y of the inability to determine whether or not they wanted to purchase the lake, and that the council would give an answer before September 8. Council member Wallace pointed out this would not prevent the Y from selling the property in the interim. COUNCIL MEMBER WALLACE MOVED, SECONDED BY COUNCIL MEMBER BOULTON, THAT THE REPORT BE ADOPTED AS A PROCEDURAL REPORT WITHOUT FURTHER REFERENCES TO THE MERITS, AND THAT THE COUNCIL INFORM THE Y OF A CONSENSUS TO GIVE AN ANSWER NO LATER THAN SEPTEMBER 8. This would be without prejudice toward the final decision.

Mayor Nassif stated that the purchase could not be divorced from the budget in future years. He agreed that it would be difficult to determine sources of money. However, the decision could be made now. Data had been presented by the Recreation Commission, the staff, the Planning Board and by residents. Mayor Nassif did not believe the lake suitable for the town which would grow to a population of 50,000. Only one portion of the lake was suitable for a beach. Parking would have to be enlarged which would cause pollution in the lake. There were many problems with owning the lake. High impact use of the lake would destroy its beauty. Delaying the decision would not give the Town much more information.

COUNCIL MEMBER KAWALEC MOVED, SECONDED BY COUNCIL MEMBER SMITH, THAT THE TOWN NOT PURCHASE CLEARWATER LAKE.

Council member Boulton stated the Committee asked to investigate the purchase of the lake had requested more time. She believed the council should give them this time. Members could still vote against the purchase at a later time.

Council member Howes supported the substitute motion. He commented the residents of the town had originally contributed to the purchase of the lake for the Y and would again be asked to pay for it. He agreed with Mayor Nassif that the lake would not lend itself to high density use. To maintain the lake at the level desired could be beyond the capability of the town. He urged the Y to seek alternatives for their financial problems.

Council member Straley opposed the substitute motion.

So many people had indicated their interest in the purchase, that the matter should be kept open. The investigative process of the committee should not be interrupted.

Council member Thorpe did not object to more debate on the matter; however, he was not interested in buying the lake. The Council was considering a \$.15½ tax increase and the lake would cost more.

THE SUBSTITUTE MOTION FAILED BY A VOTE OF FIVE TO FOUR WITH COUNCIL MEMBERS HOWES, KAWALEC, SMITH AND MAYOR NASSIF SUPPORTING AND COUNCIL MEMBERS BOULTON, HERZENBERG, STRALEY, THORPE AND WALLACE OPPOSING. THE ORIGINAL MOTION WAS CARRIED BY A VOTE OF EIGHT TO TWO WITH COUNCIL MEMBERS BOULTON, HERZENBERG, HOWES, SMITH, STRALEY, THORPE AND WALLACE SUPPORTING AND COUNCIL MEMBERS KAWALEC AND MAYOR NASSIF OPPOSING. Council member Thorpe added that if the Y found a buyer, it should sell the property. Mayor Nassif requested Council member Wallace to send a letter to the Y expressing the intentions of the Council.

Resolutions of Legislative Intent

Mayor Nassif asked that his proposed budget submitted to the Council at the worksession the week before be incorporated into the record.

The Manager's proposed budget had been introduced at the meeting of May 12, and reviewed by Council in the intervening weeks. The Manager had listed possible changes mentioned by Council during those weeks.

Council member Boulton suggested the travel for each council member be reduced from \$1500 to \$1000 as it had been in previous years, and that the funds for purchase of jogging suits for the fire department be eliminated.

Council agreed not to raise their salaries.

The construction of a door between the mayor's office and the Clerk's office was deleted.

COUNCIL MEMBER WALLACE MOVED, SECONDED BY COUNCIL MEMBER STRALEY, THAT THE SALARIES OF THE MANAGER, THE CLERK AND THE ATTORNEY BE INCREASED BY 10% WITH MERIT INCREASES TO BE DISCUSSED AT A LATER DATE. THE COUNCIL AGREED.

Funds for ACCESS were deleted.

Approximately \$43,000 for street resurfacing was added to the budget to be funded by increasing the price of automobile decals should authority be granted by the General Assembly. The bill for authorization would not be adopted if controversy arose.

The contract for \$1250 for APS was eliminated.

Council member Boulton suggested funds for the Botanical Gardens and the Art School be reduced to \$2300 and \$1500 respectively. Council member Straley thought the town should provide more for its citizens than basic services such as street resurfacing. He was not sure the street resurfacing was necessary and should be funded at the expense of other items such as the Botanical Gardens. Council member Howes agreed. Mayor Nassif agreed to change his vote on street resurfacing as he did not plan to vote for the budget. He stated he would not vote for a \$.15½ increase in the tax rate. He added however that the street resurfacing costs would double in the next year.

Council member Kawalec noted that she had voted for the street resurfacing at every opportunity. She believed there was a great need in the town for street surfacing.

Council member Howes responded that streets would be repaired. The level of resurfacing would not be as high as desired by some. If the increase in decal fees was authorized, the Council could approve the street resurfacing later. He added that the Council had decided against street resurfacing funds in the worksession.

Council member Straley suggested deferring the street resurfacing issue until the automobile decal fee bill had been acted on.

Council member Thorpe commented that he had voted for street resurfacing funds in the worksession.

Council member Smith moved to delete funds for the Art School. There was no second. COUNCIL MEMBER WALLACE MOVED, SECONDED BY COUNCIL MEMBER STRALEY, TO APPROPRIATE \$3000 FOR THE ART SCHOOL. THE MOTION WAS CARRIED BY A VOTE OF SEVEN TO TWO WITH MAYOR NASSIF AND COUNCIL MEMBER SMITH OPPOSING. COUNCIL MEMBER WALLACE MOVED, SECONDED BY COUNCIL MEMBER HOWES, TO APPROPRIATE \$4306 FOR THE BOTANICAL GARDENS. THE MOTION WAS CARRIED BY A VOTE OF SEVEN TO TWO WITH MAYOR NASSIF AND COUNCIL MEMBER SMITH OPPOSING.

The Council next considered the Library Service. The Manager had submitted three alternatives regarding Sunday Service. The demand was such that there were morale and staffing problems. The Council would need to appropriate more funds to continue the current level of service.

Council member Smith was against reinstating the Sunday Service. Workers should have one day at home.

Mr. Savage stated that Chapel Hill's library had the highest use in the state, with 1/2 the cost to circulate a book. By cutting the Sunday service, the library would be cutting one of its special programs.

One of the alternatives included closing to the public on Friday while opening on Sunday. Mayor Nassif questioned the closing on Friday. Mr. Shipman explained that the library served more people on Sunday than on weekdays. Employees would be given time off on Friday for working on Sunday and the other staff would complete paperwork which could not be done at other times because of the workload.

Ms. Godschalk was opposed to cutting any services. She suggested that in a low economy, residents used the library more for entertainment.

Council member Smith stated the town could not meet all the needs of the people. Many residents could not afford an increase in tax rate.

Council member Howes suggested part-time employees might be another alternative.

Council member Wallace moved, seconded by Council member Straley, to appropriate \$22,944 for Sunday service at the library, including during the months of July and August. THE MOTION WAS CARRIED BY A VOTE OF SEVEN TO TWO WITH COUNCIL MEMBER BOULTON AND SMITH OPPOSING. The Council agreed with deletion of the jogging suits and reduction of their travel expenses.

With the change of Mayor Nassif's vote, the street resurfacing funds were deleted.

COUNCIL MEMBER WALLACE MOVED, SECONDED BY COUNCIL MEMBER THORPE, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION AMENDING SUBMITTED 1980-81 BUDGET INTRODUCED BY TOWN MANAGER

BE IT RESOLVED by the Council of the Town of Chapel Hill that the General fund Budget as submitted by the Town Manager be and hereby is amended as follows:

<u>DEPARTMENT DIVISION</u>	<u>BUDGET PAGE</u>	<u>FROM</u>	<u>TO</u>	<u>LEGISLATIVE INTENT</u>
REVENUES				
Property Taxes	1-6	\$4,469,482	\$4,429,665	To reflect decrease in collection of prior year's taxes (\$4,800) and reduction of 1 cent on tax rate (\$35,017).
Revenue From Other Agencies	1-7	\$2,244,846	\$2,263,371	To reflect delayed receipt of \$18,525 grant reimbursement.
Service Charges	1-8	\$ 290,943	\$ 322,605	To reflect reduction in fees for recreation department trips (\$1700) and to reflect retroactive payment for state street signing and marking (\$33,362)
Revenue From Use of Money and Property	1-9	\$ 141,825	\$111,725	To reflect reduction in interest income (\$35,000) and sale of fixed assets in 1980-81 rather than 1979-80 (\$4,900).
Fund Balance Appropriated	1-9	\$ 240,025	\$ 297,044	To reflect \$57,019 increase in amount available for appropriation.
Fund Balance Appropriated	1-9	\$ 297,044	\$ 295,844	To reflect additional expense of \$1,200 for summer 1980 SIFT job.
Council		(4,000)		To cut travel allowance to \$1000.
Council	1-12,11-5	\$ 71,350	\$ 74,350	To cover increased costs of audit contract \$3,000.

Town Manager - Administration	1-12,11-11	\$ 106,966	\$ 110,166	To provide funds for increase in Manager's salary of \$3,200.
Revenue Collections	1-12,11-37	\$ 46,840	\$ 47,840	To provide funds for increase in Clerk/Revenue Collector's salary, ½ of total, \$1000.
Town Clerk	1-1,11-43	\$ 32,985	\$ 33,985	To provide funds for increase in Clerk/Revenue Collector's salary, ½ of total \$1000.
Legal	1-12,11-47	\$ 88,405	\$ 91,555	To provide funds for increase in Town Attorney's salary \$3150.
Human Services Administration	1-12,11-57	\$ 44,082	\$ 53,882	To provide funds for SIFT jobs \$9,800. (Total of \$11,000; \$1,200 balance re- flected in Fund Balance Approp- riation above.)
Planning	1-12,11-75	\$ 126,528	\$ 126,728	To provide funds for map dis- play \$200.
Inspections	1-12,11-83	\$ 132,411	\$ 127,411	Delete subcompact vehicle \$5000.
				Parks and
Recreation - General Recreation	1-13,11-189	\$ 163,998	\$ 166,998	Provide funds for Arts School rent \$3,000.
Parks and Recreation - General Recreation	1-13,11-189	\$ 166,998	\$ 171,304	Provide funds for Botanical Garden's Contact \$4,306.
Contribution to Library	1-13,11-203	\$ 219,470	\$ 222,970	Provide funds to compensate for County's \$3,500 reduction in request \$3,500.
Contribution to Library	1-13,11-203	\$ 222,970	\$ 245,914	Provide funds to reinstate Sunday service \$22,944.
Sundry - Wages/Fringes	1-13,11-205	\$1,450,692	\$1,446,536	Increase merit allowance \$(15,152); decrease health insurance cost (\$19,308)
Sundry - Interfund Transfer	1-13,11-205	\$ 643,423	\$ 639,923	Decrease Debt Service trans- fer to reflect lower interest rates \$3,500.
Sundry - Contingency	1-13,11-205	\$ 18,813	\$ 20,458	Increase due to adjustment above (amount without brack- ets is \$1645).

THE MOTION WAS CARRIED BY A VOTE OF SEVEN TO TWO WITH COUNCIL MEMBERS BOULTON, HERZENBERG, HOWES, KAWALEC, STRALEY, THORPE AND WALLACE OPPOSING AND COUNCIL MEMBER SMITH AND MAYOR NASSIF OPPOSING.

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

A RESOLUTION AMENDING SUBMITTED 1980-81 BUDGET INTRODUCED BY TOWN MANAGER

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Transportation Fund Budget as submitted by the Town Manager be and hereby is amended as follows:

REVENUES	I-21	\$1,550,055	\$1,585,590	To reflect increase of one ce in property tax \$35,017; to r flect increase in intangibles tax of \$5,773; to reflect decrease in fund balance of \$5,225.
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APPROPRIATIONS

Operations	III-29	\$ 939,180	\$ 974,197	To provide level of service re- commended by Transportation Board and shared-ride if possi- ble (\$35,017)
Sundry	III-37	\$ 292,550	\$ 293,068	To budget merit at 100% (\$4,020); to decrease health insurance premiums (\$3,502)

Council member Herzenberg commented that this was not the level recommended by the Transportation Board, but that the Manager had been instructed to provide as much service as possible with the additional \$35,000. THE MOTION WAS CARRIED UNANIMOUSLY.

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

A RESOLUTION AMENDING SUBMITTED 1980-81 BUDGET INTRODUCED BY TOWN MANAGER

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Library Operations fund Budget as submitted by the Town Manager be and hereby is amended as follows:

REVENUES	I-23	\$370,570	\$393,514	To provide funds to maintain Sunday service \$22,944.
APPROPRIATIONS	III-55	\$370,570	\$393,514	To reinstate a Librarian and a Library Assistant II from part-time; to add a new Library Assistant I position (\$22,944)

THE MOTION WAS CARRIED BY A VOTE OF EIGHT TO ONE WITH COUNCIL MEMBERS BOULTON, HERZENBERG, HOWES, KAWALEC, STRALEY, THORPE, WALLACE AND MAYOR NASSIF SUPPORTING AND COUNCIL MEMBER SMITH OPPOSING.

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER WALLACE, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION AMENDING SUBMITTED 1980-81 BUDGET INTRODUCED BY TOWN MANAGER

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Debt Service Fund Budget as submitted by the Town Manager be and hereby is amended as follows:

REVENUES	I-19	\$1,023,742	\$1,020,242	To reflect decrease in General Fund transfer \$3,500.
APPROPRIATION	I-26, III-3	\$1,023,742	\$1,020,242	To reflect decrease in anti- cipated interest rate on fire station North bonds.

THE MOTION WAS CARRIED UNANIMOUSLY.

Ordinance Establishing a Position Classification and Pay Plan for Employees of the Town of Chapel Hill and Bonds of Officials for the Period July 1, 1980, through June 30, 1981

Mayor Nassif asked why the Transportation Supervisors were listed as "supervisors" if their position was under study to determine whether they

were in fact supervisors. Mr. Shipman explained that a study of all supervisory positions and their relationship to each other would be done. Mayor Nassif asked why this was not done for the budget. Mr. Shipman stated he had recommended these reclassifications so that employees might not be penalized by his inability to complete the study before the budget process. The reclassification would in most cases give the employee a 5% increase in salary.

Mayor Nassif asked for an explanation of the position of word processor. Mr. Shipman responded this was an employee who typed in the staff services division. It was different from Secretary II.

Council member Thorpe asked if the Council had not appointed a Deputy Town clerk. It had. He asked if the Council should not set the salary for this position as it did the Manager, Attorney and Clerk. Mr. Shipman stated it was under the personnel classification plan. Council member Thorpe suggested that as composition of the minutes involved much "word processing" the salary of the Deputy Clerk should be at least equal to that of a word processor. He thought the Council could set this salary. Mr. Denny responded that the Council set all salaries in approving the personnel ordinance and pay scale. He did not believe a designation of a deputy clerk removed the position from the pay classification as was the clerk. Council member Thorpe was aware of this but thought the Council should set this salary directly.

Council member Smith asked if the General Statutes gave the Council this authority. Mr. Denny said the statutes gave the Council the authority to appoint any town employee as Deputy Clerk but they did not employ this person as they did the attorney or clerk.

Council member Wallace stated Council member Thorpe's issue was that the deputy town clerk was not sufficiently high in the pay scale, with which he agreed. Mr. Denny said since there was only one such position, the Council could set this salary at any level.

Mr. Shipman stated the logical action would be for him to study the position for reclassification. The Council agreed.

COUNCIL MEMBER BOULTON MOVED, SECONDED BY COUNCIL MEMBER HERZENBERG, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE ESTABLISHING A POSITION CLASSIFICATION AND PAY PLAN FOR EMPLOYEES OF
THE TOWN OF CHAPEL HILL AND BOUNDARY OFFICIALS FOR THE PERIOD
JULY 1, 1980 THRU NE 30, 1981

BE IT ORDAINED by the Council of the Town of Chapel Hill that the salaries, bonds, wages, certain benefits, and the number of Officials and employees of the Town of Chapel Hill are hereby fixed as follows:

SALARY GRADE NO.	Section I SCHEDULE OF SALARY GRADES						
	(6 Mos.)	(1 Year)			(1 Year)		
	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
1	314	330	346	364	382	401	401
2	6,285.64	6,599.91	6,929.90	7,276.39	7,640.22	8,022.21	8,423.32
3	6,599.91	6,929.90	7,276.39	7,640.22	8,022.21	8,423.32	8,844.47
4	6,929.90	7,276.39	7,640.22	8,022.21	8,423.32	8,844.47	9,286.70
5	7,276.39	7,640.22	8,022.21	8,423.32	8,844.47	9,286.70	9,751.02
6	7,640.22	8,022.21	8,423.32	8,844.47	9,286.70	9,751.02	10,238.57
7	8,022.21	8,423.32	8,844.47	9,286.70	9,751.02	10,238.57	10,750.49
8	8,423.32	8,844.47	9,286.70	9,751.02	10,238.57	10,750.49	11,288.01
9	8,844.47	9,286.70	9,751.02	10,238.57	10,750.49	11,288.01	11,852.41
10	9,286.70	9,751.02	10,238.57	10,750.49	11,288.01	11,852.41	12,445.02
11	9,751.02	10,238.57	10,750.49	11,288.01	11,852.41	12,445.02	13,067.26
12	10,238.57	10,750.49	11,288.01	11,852.41	12,445.02	13,067.26	13,720.63
13	10,750.49	11,288.01	11,852.41	12,445.02	13,067.26	13,720.63	14,406.66
14	11,288.01	11,852.41	12,445.02	13,067.26	13,720.63	14,406.66	15,126.98
15	11,852.41	12,445.02	13,067.26	13,720.63	14,406.66	15,126.98	15,883.32
16	12,445.02	13,067.26	13,720.63	14,406.66	15,126.98	15,883.32	16,677.49
17	13,067.26	13,720.63	14,406.66	15,126.98	15,883.32	16,677.49	17,511.35
18	13,720.63	14,406.66	15,126.98	15,883.32	16,677.49	17,511.35	18,386.92
19	14,406.66	15,126.98	15,883.32	16,677.49	17,511.35	18,386.92	19,306.25
20	15,126.98	15,883.32	16,677.49	17,511.35	18,386.92	19,306.25	20,271.56
21	15,883.32	16,677.49	17,511.35	18,386.92	19,306.25	20,271.56	21,285.12
22	16,677.49	17,511.35	18,386.92	19,306.25	20,271.56	21,285.12	22,349.37
23	17,511.35	18,386.92	19,306.25	20,271.56	21,285.12	22,349.37	23,466.84
24	18,386.92	19,306.25	20,271.56	21,285.12	22,349.37	23,466.84	24,640.18
25	19,306.25	20,271.56	21,285.12	22,349.37	23,466.84	24,640.18	25,872.18
26	20,271.56	21,285.12	22,349.37	23,466.84	24,640.18	25,872.18	27,165.78
27	21,285.12	22,349.37	23,466.84	24,640.18	25,872.18	27,165.78	28,524.06
28	22,349.37	23,466.84	24,640.18	25,872.18	27,165.78	28,524.06	29,950.26
29	23,466.84	24,640.18	25,872.18	27,165.78	28,524.06	29,950.26	31,447.77
30	24,640.18	25,872.18	27,165.78	28,524.06	29,950.26	31,447.77	33,020.16
31	25,872.18	27,165.78	28,524.06	29,950.26	31,447.77	33,020.16	34,671.17
32	27,165.78	28,524.06	29,950.26	31,447.77	33,020.16	34,671.17	36,404.73
33	28,524.06	29,950.26	31,447.77	33,020.16	34,671.17	36,404.73	38,224.97

(Parentheses denote minimum length of employment required before employee is considered for progression from previous step)

Section II
SALARY CONVERSION CHARTS

SALARIES BASED ON 37 1/2-HOUR WORK WEEK

ANNUAL	MONTHLY	WEEKLY	STRAIGHT TIME	
			HOURLY	ONE-HALF
6,285.64	523.80	120.88	3.022	4.533
6,599.91	549.99	126.92	3.173	4.760
6,929.90	577.49	133.27	3.332	4.998
7,276.39	606.37	139.93	3.498	5.248
7,640.22	636.69	146.93	3.673	5.510
8,022.21	668.52	154.27	3.857	5.784
8,423.32	701.94	161.99	4.050	6.075
8,844.47	737.04	170.09	4.252	6.378
9,286.70	773.89	178.59	4.465	6.697
9,751.02	812.59	187.52	4.688	7.032
10,238.57	853.21	196.90	4.922	7.384
10,750.49	895.87	206.74	5.169	7.753
11,288.01	940.67	217.08	5.427	8.140
11,852.41	987.70	227.93	5.698	8.548
12,445.02	1,037.09	239.33	5.983	8.975
13,067.26	1,088.94	251.29	6.282	9.424
13,720.63	1,143.39	263.86	6.597	9.895
14,406.66	1,200.56	277.05	6.926	10.390
15,126.98	1,260.58	290.90	7.273	10.909
15,883.32	1,323.61	305.45	7.636	11.454
16,677.49	1,389.79	320.72	8.018	12.027
17,511.35	1,459.28	336.76	8.419	12.628
18,386.92	1,532.24	353.59	8.840	13.260
19,306.25	1,608.85	371.27	9.282	13.923
20,271.56	1,689.30	389.84	9.746	14.619
21,285.12	1,773.76	409.33	10.233	15.350
22,349.37	1,862.45	429.80	10.745	16.117
23,466.84	1,955.57	451.29	11.282	16.923
24,640.18	2,053.35	473.85	11.846	17.769
25,872.18	2,156.02	497.54	12.439	18.658
27,165.78	2,263.82	522.42	13.061	19.591
28,524.06	2,377.01	548.54	13.714	20.570
29,950.26	2,495.86	575.97	14.399	21.599
31,447.77	2,620.65	604.76	15.119	22.679
33,020.16	2,751.68	635.00	15.875	23.813
34,671.17	2,889.26	666.75	16.669	25.003
36,404.73	3,033.73	700.09	17.502	26.254
38,224.97	3,185.41	735.10	18.377	27.566

SALARIES BASED ON 40-HOUR WORK WEEK

ANNUAL	MONTHLY	WEEKLY	STRAIGHT TIME	
			HOURLY	ONE-HALF
6,285.64	523.80	120.88	3.022	4.533
6,599.91	549.99	126.92	3.173	4.760
6,929.90	577.49	133.27	3.332	4.998
7,276.39	606.37	139.93	3.498	5.248
7,640.22	636.69	146.93	3.673	5.510
8,022.21	668.52	154.27	3.857	5.784
8,423.32	701.94	161.99	4.050	6.075
8,844.47	737.04	170.09	4.252	6.378
9,286.70	773.89	178.59	4.465	6.697
9,751.02	812.59	187.52	4.688	7.032
10,238.57	853.21	196.90	4.922	7.384
10,750.49	895.87	206.74	5.169	7.753
11,288.01	940.67	217.08	5.427	8.140
11,852.41	987.70	227.93	5.698	8.548
12,445.02	1,037.09	239.33	5.983	8.975
13,067.26	1,088.94	251.29	6.282	9.424
13,720.63	1,143.39	263.86	6.597	9.895
14,406.66	1,200.56	277.05	6.926	10.390
15,126.98	1,260.58	290.90	7.273	10.909
15,883.32	1,323.61	305.45	7.636	11.454
16,677.49	1,389.79	320.72	8.018	12.027
17,511.35	1,459.28	336.76	8.419	12.628
18,386.92	1,532.24	353.59	8.840	13.260
19,306.25	1,608.85	371.27	9.282	13.923
20,271.56	1,689.30	389.84	9.746	14.619
21,285.12	1,773.76	409.33	10.233	15.350
22,349.37	1,862.45	429.80	10.745	16.117
23,466.84	1,955.57	451.29	11.282	16.923
24,640.18	2,053.35	473.85	11.846	17.769
25,872.18	2,156.02	497.54	12.439	18.658
27,165.78	2,263.82	522.42	13.061	19.591
28,524.06	2,377.01	548.54	13.714	20.570
29,950.26	2,495.86	575.97	14.399	21.599
31,447.77	2,620.65	604.76	15.119	22.679
33,020.16	2,751.68	635.00	15.875	23.813
34,671.17	2,889.26	666.75	16.669	25.003
36,404.73	3,033.73	700.09	17.502	26.254
38,224.97	3,185.41	735.10	18.377	27.566

SALARIES BASED ON 42-HOUR WORK WEEK

ANNUAL	MONTHLY	WEEKLY	STRAIGHT TIME	
			HOURLY	ONE-HALF
6,285.64	523.80	120.88	2.878	4.317
6,599.91	549.99	126.92	3.022	4.533
6,929.90	577.49	133.27	3.173	4.760
7,276.39	606.37	139.93	3.332	4.998
7,640.22	636.69	146.93	3.498	5.248
8,022.21	668.52	154.27	3.673	5.510
8,423.32	701.94	161.99	3.857	5.785
8,844.47	737.04	170.09	4.050	6.075
9,286.70	773.89	178.59	4.252	6.378
9,751.02	812.59	187.52	4.465	6.697
10,238.57	853.21	196.90	4.688	7.032
10,750.49	895.87	206.74	4.922	7.384
11,288.01	940.67	217.08	5.169	7.753
11,852.41	987.70	227.93	5.427	8.140
12,445.02	1,037.09	239.33	5.698	8.548
13,067.26	1,088.94	251.29	5.983	8.975
13,720.63	1,143.39	263.86	6.282	9.424
14,406.66	1,200.56	277.05	6.597	9.895
15,126.98	1,260.58	290.90	6.926	10.390
15,883.32	1,323.61	305.45	7.273	10.909
16,677.49	1,389.79	320.72	7.636	11.454
17,511.35	1,459.28	336.76	8.018	12.027
18,386.92	1,532.24	353.59	8.419	12.628
19,306.25	1,608.85	371.27	8.840	13.260
20,271.56	1,689.30	389.84	9.282	13.923
21,285.12	1,773.76	409.33	9.746	14.619
22,349.37	1,862.45	429.80	10.233	15.350
23,466.84	1,955.57	451.29	10.745	16.117
24,640.18	2,053.35	473.85	11.282	16.923
25,872.18	2,156.02	497.54	11.846	17.769
27,165.78	2,263.82	522.42	12.439	18.658
28,524.06	2,377.01	548.54	13.061	19.591
29,950.26	2,495.86	575.97	13.714	20.570
31,447.77	2,620.65	604.76	14.399	21.599
33,020.16	2,751.68	635.00	15.119	22.679
34,671.17	2,889.26	666.75	15.875	23.813
36,404.73	3,033.73	700.09	16.669	25.003
38,224.97	3,185.41	735.10	17.502	26.254

Section III
CLASSIFICATIONS GROUPED BY SALARY GRADE

1		15	Body Repair Mechanic
2			Equipment Mechanic II
3			Master Officer
4	Library Aide	16	Assistant Fire Marshal
5	Custodian		Athletic Specialist
	Groundskeeper I		Fire Equipment Mechanic
	Laborer I		Human Services Worker II
	Reproduction Technician		Surveyor
6	Equipment Service Attendant	17	Administrative Assistant I
	Parking Lot Attendant		Assistant Transit Operations Superintendent
	Receptionist		Fire Lieutenant
	Truck Driver		Equipment Mechanic Supervisor
7	Groundskeeper II		Librarian I
	Laborer II		Parks Supervisor
	Library Assistant I		Planning Technician
	Library Clerk		Police Administrative Assistant
	Solid Waste Collector I		Police Lieutenant
	Surveyor Assistant	18	Human Services Worker III
8	Account Clerk I	19	Assistant Town Engineer
	Secretary I		Athletic Program Coordinator
	Solid Waste Collector II		Equipment Service Superintendent
	Traffic Assistant		Executive Assistant
	Weighmaster		Fire Captain
9	Animal Control Officer I		Fire Marshall
	Equipment Operator I		Grants Coordinator
	Meter Service Officer		Librarian II
	Solid Waste Truck Driver		Personnel Officer
10	Account Clerk II		Police Captain
	Animal Control Officer II		Public Works Superintendent
	Assistant Recreation Center Supervisor		Purchasing Agent
	Bus Driver I		Recreation Program Coordinator
	Deputy Town Clerk		Transportation System Superintendent
	Equipment Mechanic I	20	Administrative Assistant II
	Equipment Operator II		Assistant to the Manager
	Library Assistant II		Planner
	Maintenance Repairer	21	Accounting Services Manager
	Mason	22	Assistant Fire Chief
	Purchasing Clerk		Land Development Coordinator
	Records Clerk		Police Major
	Secretary II	23	
	Tree Trimmer	24	Assistant Town Attorney
11	Bus Driver II		Director of Inspections
	Drafting Technician		Library Director
	Personnel Assistant	25	
	Word Processor	26	Director of Human Services
12	Bus Dispatcher		Director of Parks and Recreation
	Firefighter		Director of Personnel
	Library Assistant III		Town Engineer
	Parts and Service Manager	27	Chief of Police
	Police Officer		Director of Finance
	Transit Operations Supervisor		Director of Transportation
13	Account Clerk III		Fire Chief
	Executive Secretary		Planning Director
	Human Services Worker I	28	
	Public Works Supervisor	29	Director of Public Works
	Recreation Specialist	30	Assistant Town Manager
14	Acquatics Specialist		
	Building Inspector		
	Electrical Inspector		
	Fire Equipment Operator		
	Housing Inspector		
	Personnel Technician		
	Plumbing and Heating Inspector		
	Public Safety Officer		
	Public Works Inspector		
	Recreation Center Supervisor		

Section IV
BUDGETED POSITIONS

A. Bonded Positions

<u>Position</u>	<u>Bond</u>
Town Manager	\$25,000
Town Clerk	\$25,000
Director of Finance	\$50,000
Other Employees (Blanket)	\$ 2,500

B. Mayor, Council, and Town Manager

<u>Position</u>	<u>No.</u>	<u>Salary</u>
Mayor	1	\$10,000
Council Members	8	\$ 3,000
Town Manager	1	\$35,200
Town Attorney	1	\$34,650
Town Clerk and Revenue Collector	1	\$22,000

C. Full- and Part-Time Positions

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
MAYOR AND LEGISLATIVE OFFICE					
Executive Assistant	1	-	-	-	19
TOWN MANAGER'S OFFICE					
Assistant Town Manager	1	-	-	-	30
Assistant to the Manager	1	37½	-	-	20
Executive Secretary	1	37½	-	-	13
Word Processor	2	37½	-	-	11
Secretary II	.5	37½	-	-	10
Receptionist	1	37½	-	-	6
Reproduction Technician	1	37½	-	-	5
PERSONNEL DEPARTMENT					
Director of Personnel	1	-	-	-	26
Personnel Officer	1	37½	-	-	19
Personnel Technician	1	37½	-	-	14
Personnel Assistant	1	37½	-	-	11
FINANCE DEPARTMENT					
Director of Finance	1	-	-	-	27
Accounting Services Manager	1	37½	-	-	21
Purchasing Agent	1	37½	-	-	19
Account Clerk III	1	37½	-	-	13
Account Clerk II	1	37½	-	-	10
Purchasing Clerk	1	37½	-	-	10
Account Clerk I	1	37½	-	-	8

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
CLERK AND COLLECTION					
Account Clerk III	1	37½	-	-	13
Deputy Town Clerk	1	37½	-	-	10
Meter Service Officer	1	37½	-	-	9
Secretary I	-	-	1	20	8
Parking Lot Attendant	5	37½	1	31½	6
LEGAL					
Assistant Town Attorney	2	37½	-	-	24
PLANNING					
Director of Planning	1	-	-	-	27
Land Development Coordinator	1	37½	-	-	22
Planner	3	37½	-	-	20
Planning Technician	1	37½	-	-	17
Secretary II	1	37½	-	-	10
INSPECTIONS					
Director of Inspections	1	-	-	-	24
Building Inspector	2	37½	-	-	14
Housing Inspector	2	37½	-	-	14
Electrical Inspector	1	37½	-	-	-
Plumbing/Heating Inspector	1	37½	-	-	14
Secretary II	1	37½	-	-	10
PUBLIC SAFETY					
Fire Chief	1	-	-	-	27
Police Chief	1	-	-	-	27
Assistant Fire Chief	1	40	-	-	22
Police Major	1	40	-	-	22
Fire Captain	4	42	-	-	19
Fire Marshal	1	40	-	-	19
Police Captain	5	42	-	-	19
Fire Lieutenant	8	42	-	-	17
Police Administrative Assistant	1	40	-	-	17
Police Lieutenant	8	42	-	-	17
Assistant Fire Marshal	2	40	-	-	16
Fire Equipment Mechanic	1	40	-	-	16
Master Officer	16	42	-	-	15
Fire Equipment Operator	16	42	-	-	14
*Public Safety Officer	33	42	-	-	14
Firefighter	10	42	-	-	12
*Police Officer	10	42	-	-	12
Records Clerk	4	37½	-	-	10
Secretary II	3	37½	-	-	10
Animal Control Officer II	1	37½	-	-	10
Animal Control Officer I	1	37½	-	-	9
Traffic Assistant	1	37½	-	-	8
PUBLIC WORKS (ADMINISTRATION)					
Director of Public Works	1	-	-	-	29
Administrative Assistant I	1	37½	-	-	17
Secretary II	1	37½	-	-	10

*The 43 authorized PSO and PO positions will be reduced by 10 as employees are promoted to Master Officer.

<u>Positions</u>	<u>Full-Time</u>		<u>Part-Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
PUBLIC WORKS (CONSTRUCTION)					
Public Works Superintendent	1	40	-	-	19
Equipment Operator II	1	40	-	-	10
Mason	1	40	-	-	10
Equipment Operator I	1	40	-	-	9
PUBLIC WORKS (ENGINEERING)					
Town Engineer	1	37½	-	-	26
Assistant Town Engineer	1	37½	-	-	19
Surveyor	1	37½	-	-	16
Public Works Inspector	1	37½	-	-	14
Drafting Technician	1	37½	-	-	11
Secretary II	1	37½	-	-	10
Surveyor Assistant	1	37½	-	-	7
PUBLIC WORKS (EQUIPMENT SERVICES)					
Equipment Service Superintendent	1	40	-	-	19
Equipment Mechanic Supervisor	1	40	-	-	17
Equipment Mechanic II	3	40	-	-	15
Parts and Service Manager	1	40	-	-	12
Equipment Mechanic I	1	40	-	-	10
Equipment Service Attendant	1	40	-	-	6
PUBLIC WORKS (PUBLIC BUILDINGS & GROUNDS)					
Public Works Supervisor	1	40	-	-	13
Maintenance Repairer	1	40	-	-	10
Tree Trimmer	1	40	-	-	10
Groundskeeper II	1	40	-	-	7
Laborer II	1	40	-	-	7
Custodian	.5	40	-	-	5
Groundskeeper I	3	40	-	-	5
Laborer I	1	40	-	-	5
PUBLIC WORKS (SOLID WASTE COLLECTION)					
Public Works Superintendent	1	40	-	-	19
Public Works Supervisor	2	40	-	-	13
Solid Waste Truck Driver	13	40	-	-	9
Solid Waste Collector II	3	40	-	-	8
Solid Waste Collector I	23	40	-	-	7
PUBLIC WORKS (SOLID WASTE DISPOSAL)					
Public Works Supervisor	1	40	-	-	13
Equipment Operator II	2	40	-	-	10
Weighmaster	1	40	-	-	8
PUBLIC WORKS (STREETS)					
Public Works Superintendent	1	40	-	-	19
Public Works Supervisor	1	40	-	-	13
Mason	1	40	-	-	10
Equipment Operator II	3	40	-	-	10
Equipment Operator I	2	40	-	-	9
Truck Driver	6	40	-	-	6
Laborer I	10	40	-	-	5

<u>Positions</u>	<u>Full-Time</u>		<u>Part Time</u>		<u>Grade No.</u>
	<u>No.</u>	<u>Hrs.</u>	<u>No.</u>	<u>Hrs.</u>	
HUMAN SERVICES					
Director of Human Services	1	-	-	-	26
Human Services Worker III	2	37½	-	-	18
Human Services Worker II	4	37½	-	-	16
Human Services Worker I	5	37½	-	-	13
Secretary I	1	37½	-	-	8
PARKS AND RECREATION					
Director of Parks and Recreation	1	-	-	-	26
Athletic Program Coordinator	1	37½	-	-	19
Recreation Program Coordinator	1	37½	-	-	19
Administrative Assistant I	1	37½	-	-	17
Parks Supervisor	1	40	-	-	17
Athletic Specialist	2	37½	-	-	16
Aquatics Specialist	1	37½	-	-	14
Recreation Center Supervisor	1	40	-	-	14
Recreation Specialist	4	37½	-	-	13
Assistant Recreation Center Supervisor	1	40	-	-	10
Secretary II	1	37½	-	-	10
Groundskeeper II	2	40	-	-	7
Groundskeeper I	4	40	-	-	5
TRANSPORTATION					
Director of Transportation	1	-	-	-	27
Administrative Assistant II	1	37½	-	-	20
Equipment Service Superintendent	1	40	-	-	19
Grants Coordinator	1	37½	-	-	19
Transportation System Superintendent	1	40	-	-	19
Assistant Transit Operations Superintendent	1	40	-	-	17
Equipment Mechanic Supervisor	1	40	-	-	17
Body Repair Mechanic	1	40	-	-	15
Equipment Mechanic II	1	40	-	-	15
Bus Dispatcher	4	40	-	-	12
Parts and Service Manager	1	40	-	-	12
Transit Operations Supervisor	3	40	-	-	12
Bus Driver II	2	40	-	-	11
Bus Driver I	32	40	20	-	10
Equipment Mechanic I	3	40	20	-	10
Secretary II	.5	37½	-	-	10
Secretary I	-	-	1	20	8
Equipment Service Attendant	4	40	-	-	6
Custodian	.5	40	-	-	5
LIBRARY					
Library Director	1	-	-	-	24
Librarian II	1	37½	-	-	19
Librarian I	2	37½	3	(20)(24)	17
Library Assistant III	1	37½	-	-	12
Library Assistant II	5	37½	1	20	10
Secretary II	-	-	1	30	10
Library Assistant I	5	37½	1	20	7
Library Clerk	-	-	1	20	7

D. Contract Classifications

<u>Position</u>	<u>No.</u>	<u>Hrs.</u>	<u>Salary</u>
MISCELLANEOUS			
Account Clerk I	1	Varies	Salary Grade 8
Call Firefighter	7	Varies	\$23/Month
Laborer I	Varies	Varies	Salary Grade 5
Library Aide	Varies	Varies	Salary Grade 4
Library Page	2	Varies	\$3.10/Hour
Parking Lot Attendant	Varies	Varies	Salary Grade 6
Planning Technician	1	Varies	Salary Grade 17
School Crossing Guard	5	Varies	\$4.00/Hour
Student Intern	Varies	Varies	\$3.10-\$5.20/Hour
Transportation Apprentice	1	37½	\$1,000/Month
RECREATION			
Athletic Supervisor	Varies	Varies	\$3.10-\$3.40/Hour
Class Instructor	Varies	Varies	\$3.10-\$7.00/Hour
Game Official	Varies	Varies	\$4.00-\$12.50/Game
Gym Supervisor (MAE)	Varies	Varies	\$4.00-\$4.20/Hour
Park Maintenance Aide	Varies	Varies	\$3.10-\$3.40/Hour
Program Assistant	Varies	Varies	\$3.10-\$3.40/Hour
Scorer-Timer	Varies	Varies	\$3.10-\$3.40/Hour
<u>Summer Classifications (used for 7 to 8 Weeks During the Summer):</u>			
Day Camp Counselor	Varies	Varies	\$3.10-\$3.40/Hour
Day Camp Director	Varies	Varies	\$3.50-\$4.00/Hour
Lifeguard	Varies	Varies	\$3.10-\$3.40/Hour
Pool Manager	2	40	\$4.00-\$4.50/Hour
Pool Assistant Manager	2	40	\$3.50-\$3.70/Hour
Swim Instructor	Varies	Varies	\$3.10-\$3.40/Hour

Section V

GENERAL PROVISIONS

All Town employees shall be paid monthly or weekly. The Finance Director shall issue warrants for payment of all claims for compensation when approved by the Town Manager and within the appropriation, and shall issue warrants monthly for payments of compensation of members of the Council and the Mayor upon certification of the correctness of the amounts.

Section VI

OVERTIME COMPENSATION

Employees in salary grade 11 or below who are required to work in excess of the hours per week set for their positions by this ordinance will be paid for the additional hours. Hours up to a total of 40 hours per week will be paid at the employee's regular hourly rate. Hours over 40 hours per week and over the number of hours rated for the position will be paid at the rate of time-and-a-half of the employee's regular hourly rate.

Employees in salary grades 12 through 15, who are required to work in a 28-day work period in excess of four times the hours per week set for their positions by this ordinance, shall be paid for the additional hours. Hours up to a total of 160 in the 28-day work period will be paid at the employee's regular hourly rate. Hours over 160 and over the number of hours rated for the position will be paid at the rate of time-and-a-half of the employee's regular hourly rate.

Departments will, wherever possible, grant compensatory leave within the work week or 28-day work period to employees in salary grade 15 and below instead of paying overtime. Employees in salary grades above 15 may be granted compensatory leave by their department heads where the business of the department allows and the leave is approved by the Manager.

For the purpose of this section, paid leave except for unscheduled vacation leave shall be included in the computation of hours worked.

Section VII

RECLASSIFICATION

When any position listed as Firefighter or Police Officer becomes vacant, the Town Manager shall reclassify the position to Public Safety Officer and proceed to fill the reclassified position in the normal course of business.

Section VIII

CALLBACK PAY

Employees in salary grade 15 or below whose supervisors require them, because of emergencies, to report to work at times which are not merely an extension of their normal work days will be paid for a minimum of two hours of work, even if their actual work time was shorter. Extensions of employees' normal work days, either by their being required to report early or by their being required to work beyond their normal quitting times, shall be covered by the overtime/compensatory leave provisions of Section VI of this ordinance.

This the 16th day of June 1980.

Council member Thorpe asked Mr. Shipman when he would study the Deputy Clerk's position for reclassification. Mr. Shipman responded he would make a recommendation in January. THE MOTION WAS CARRIED UNANIMOUSLY. COUNCIL MEMBER THORPE MOVED, SECONDED BY COUNCIL MEMBER STRALEY, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE AMENDING 14-68 (HOLIDAYS)

BE IT ORDAINED by the Council of the Town of Chapel Hill that the council hereby amends Section 14-68 of the Code of Ordinance, Town of Chapel Hill, to add the following words after the word "Thanksgiving":

"(Thursday and Friday)"

This the 16th day of July, 1980.

THE MOTION WAS CARRIED UNANIMOUSLY.

Service Fees and Charges for 1980-81

COUNCIL MEMBER WALLACE MOVED, SECONDED BY COUNCIL MEMBER HERZENBERG, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE REGARDING DEVELOPMENT FEES

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Council hereby amends the below-listed sections of the Code of Ordinances, Town of Chapel Hill, to read as follows:

SECTION I

Section 18-22 Fee to Accompany Request for Approval of Preliminary Sketch

There shall accompany each request for approval of a preliminary subdivision sketch a fee in accordance with the most recent Schedule of Development Fees set by the Council.

SECTION II

Section 24-3 Special Use Permit Fee

A fee in accordance with the most recent Schedule of Development Fees set by the Council shall accompany each request for a special use permit or modification thereof.

SECTION III

Section 24-4 Notice of Appeal Fee

A fee in accordance with the most recent Schedule of Development Fees set by the Council shall be paid at the time a notice of appeal to the Board of Adjustment is filed.

SECTION IV

Section 24-5 Zoning Change Fee

A fee in accordance with the most recent Schedule of Development Fees set by the Council shall accompany each petition filed by an individual requesting a change in zoning.

SECTION V

Section 17-42 Fees

For the privilege of making a street cut, the applicant for a permit required by this article shall pay a fee therefor as follows:

for surface-treated streets, thirty dollars (\$30.00) per sq. yd. for cuts up to and including ten (10) sq. yds; ten dollars (\$10.00) per sq. yrd. for cuts larger than ten (10) sq. yds; for dirt or gravel streets, six dollars (\$6.00) per square yd; and for replacement of curb and gutter, ten (10) dollars per linear foot.

SECTION VI

This ordinance shall be effective from and after July 1, 1980.

This the 16th day of June, 1980.

THE MOTION WAS CARRIED UNANIMOUSLY.

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

AN ORDINANCE TO REQUIRE CONSTRUCTION PERMITS

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Council hereby amends the Code of Ordinances, Town of Chapel Hill, by adding a new Article VI to Chapter 5 to read as follows:

Article VI. Construction of Improvements

Sec. 5-80 Construction Permits

Prior to the start of construction of street, drainage, or other public improvements within the planning and zoning jurisdiction of the Town of Chapel Hill, a developer will obtain a Construction Permit from the Town Engineer. A construction permit will be issued only after the developer has submitted plans for the construction; the plans have been approved by the Town Engineer; and the developer has paid the fees set forth in the most recent schedule of Development Fees adopted by the Council.

This the 16th day of June, 1980.

Council member Straley asked what had been the past practice. Mr. Hooper answered that there had been no fee for the inspection. It had been incorporated into the general tax rate. THE MOTION WAS CARRIED UNANIMOUSLY.

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER SMITH, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION ESTABLISHING A DEVELOPMENT FEE SCHEDULE (1980-81)

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby sets the following Development Fee Schedule for fiscal year 1980-81:

ITEM	FEE	
<u>Board of Adjustment</u>		
Variance	\$ 30	
Appeal	\$ 50	
<u>Special Use Permits:</u> ¹		
Housing, up to 20 Dwelling units or equivalent	¹ \$150 + \$5/Unit	
Housing, 20 Dwelling Units & above or equivalent	¹ \$350 + \$5/Unit	
Commercial ²	\$350 + \$5/1,000 gsf	
Miscellaneous, less than 3 acres ³	\$150	
Miscellaneous, 3 acres or more ³	\$350	
Electric Power, Gas and Liquid Fuel Transmission Lines	\$350	
<u>Special Use Modifications:</u> ⁴		
Extension or Renewal	\$100	
No New Construction	1/5 fee for request - \$150 minimum	
New Construction	3/5 fee for addition - \$150 minimum	
Review of Phase	2/5 fee for phase - \$150 minimum	
<u>Zoning Map Amendments:</u>		
To AG, R-PP, R-20, R-15 or R-10	\$150 + \$10/acre	
To other residential districts	\$300 + \$15/acre	
To Commercial, Limited Business and Industrial	\$500 + \$100/acre	
To University A & B	\$300 + \$15/acre	
<u>Subdivisions:</u> ⁴		
	<u>Preliminary Sketch</u>	<u>Final Plat & Reapproval</u>
Less than 5 acres	\$50 + \$5/lot	\$50
5 to 10 acres	\$100 + \$5/lot	\$75
Over 10 acres	\$100 + \$5/lot	\$150
<u>Historic District Commission</u>		
Certificates of Appropriateness	\$10	
Certificates of Appropriateness approved by staff	0	
<u>Construction Permit</u> ⁴		
	2% of estimated cost of public improvements (water & sewer calculated at 1%)	

¹ Includes subsections 4-C-4,-6,-9,-10,-15, and -22 of the Zoning Ordinance.

² Includes subsections 4-C-2,-7,-8,-11,-16,-17,-18 and -21 of the Zoning Ordinance.

³ Includes subsections 4-C-3,-5,-12,-13,-14,-19,-23 and -24 of the Zoning Ordinance.

⁴ Special Use Permits, Special Use Modifications and Subdivisions proposed to be assisted through HUD conventional Public Housing, Section 8, 202 or 235 funding are exempted. In projects where assisted units comprise only a portion of the total number of units, the fee is reduced by the percentage of the total number of units which are assisted.

This the 16th day of June, 1980.

Council member Boulton asked what was the percentage increase. Mr. Hooper said the staff had not gone into detail with these fees. He could get the information for the Council later. Council member Straley asked if the fee was based on the amount of work involved. Mr. Hooper said it was. Mr. Shipman explained that whereas in many cases the fee had been a flat rate, it would now be based on the number of units being constructed. THE MOTION WAS CARRIED UNANIMOUSLY.

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

AN ORDINANCE SETTING FEES FOR FIRE PROTECTION PERMITS

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Council amends the Code of Ordinances, Town of Chapel Hill, to add the following section:

Section 7-22 Fees

The following fees shall accompany requests for permits required by the Fire Prevention Code:

for permits requiring on-site inspection: \$5.00

Section II

This ordinance shall be effective from and after July 1, 1980.

This the 16th day of June, 1980.

THE MOTION WAS CARRIED UNANIMOUSLY.

Resolution Adopting the Capital Improvements Program for 1980-85

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER WALLACE, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION APPROVING A FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

WHEREAS it is in the best interest of the Town of Chapel Hill to be able to maintain and improve its physical assets in a timely coordinated and orderly manner, and

WHEREAS it is necessary that the Town of Chapel Hill be able to anticipate and to provide for the funding required therefore in a sound and prudent manner, and

WHEREAS it benefits the Town of Chapel Hill and its citizens to have an overall framework within which to consider relative needs and priorities against available resources.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that there hereby be adopted the five-year Capital Improvement Program for 1980-85 to serve as a plan for permanent public improvements in the Town of Chapel Hill, and

BE IT FURTHER RESOLVED that said Capital Improvements Program for 1980-85 comprising individual projects considered and approved by the Council is estimated to require funding in the following amounts for each major category contained therein:

Transportation	\$11,440,000
Leisure Activities	\$ 2,102,000
Public Safety	\$ 1,075,000
General Municipal Facilities	\$ 881,000

This the 16th day of June, 1980.

Council member Boulton reminded the Council they had at times discussed a fund for land acquisition to be financed by a portion of the tax rate. She asked if this could be incorporated in the CIP or if the Council was interested. Mayor Nassif suggested the Council consider a proposal in the next few months so that the Manager could incorporate it in the next budget. Mr. Denny commented that the Council could create a statutory reserve fund as had been done in the past.

Mayor Nassif asked if there had been any discussion of the parking deck in the CIP in the worksession. Mr. Hooper said the deck was in year two of the CIP to allow a year of continuing study and monitoring of the parking lots. Mayor Nassif asked if there had been discussion of financing a deck. Mr.

Shipman said this would be a part of the study. Mayor Nassif asked that the term parking deck be changed to parking facilities to indicate there had been no definite decision on constructing a parking deck. Council member Kawalec wanted the Council to consider the question of keeping the downtown vital. The Council agreed with Mayor Nassif's amendment in wording. THE MOTION WAS CARRIED UNANIMOUSLY.

Resolution Regarding Weatherization Program

COUNCIL MEMBER HERZENBERG MOVED, SECONDED BY COUNCIL MEMBER WALLACE, ADOPTION OF THE FOLLOWING RESOLUTION.

A RESOLUTION REGARDING A WEATHERIZATION PROGRAM

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Town Manager is hereby directed to develop a program to make energy conservation improvements to dwelling units within the Town which are inhabited by low-income persons; and

BE IT FURTHER RESOLVED that said program shall be designed to take advantage of funding sources besides Town ad valorem tax revenues in order to attain the greatest possible impact; and

BE IT FURTHER RESOLVED that the Town Manager is directed to submit said program to the Community Development Facilitating Committee for consideration as part of the Final Year Community Development Entitlement Program.

This the 16th day of June, 1980.

Council member Straley asked how this resolution related to JOCCA. Mr. Hooper stated he was working with JOCCA on a proposal to effect the program of weatherization. Council member Straley asked if the understanding was that JOCCA would receive \$3000 for nutritional programs and \$21,000

for the weatherization program. Mr. Shipman said JOCCA would receive \$4000 for community nutritional programs and \$17,000 for the weatherization. THE MOTION WAS CARRIED UNANIMOUSLY.

Ordinance Concerning Appropriations and the Raising of Revenue for the Fiscal Year Beginning July 1, 1980.

COUNCIL MEMBER HOWES MOVED, SECONDED BY COUNCIL MEMBER WALLACE, ADOPTION OF THE FOLLOWING ORDINANCE.

AN ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 1980

BE IT ORDAINED by the Council of the Town of Chapel Hill, the following expenditures are hereby made:

<u>Department</u>	<u>Division</u>	<u>Total Division</u>	<u>Total Department</u>
Mayor and Council Town Manager	Administration Staff Services	\$ 110,166 68,328	\$ 98,364 178,494
Personnel Finance	Admin/Purchasing Accounting/Control	84,186 58,912	81,508 143,098
Revenue Collection Town Clerk			47,840 33,985
Legal Human Services	Administration Community Services	53,882 119,638	91,555 173,520

Planning			126,728
Inspections			127,411
Public Works	Administration	54,366	
	Engineering	103,473	
	Construction	63,407	
	Streets	501,373	
	Equipment Service	532,005	
	Solid Waste Collection	636,215	
	Public Buildings and Grounds	236,172	
			2,127,011
Police	Administration	185,609	
	General Services	149,984	
	Uniform Patrol	799,523	
	Detective	152,046	
			1,287,162
Fire	Admin/Training	66,994	
	Suppression	769,704	
	Prevention	54,349	
			891,047
Parks and Recreation	Administration	57,851	
	General Rec	171,304	
	Athletics	192,362	
	Parks Maintenance	177,728	
			599,245
Library			245,914
Sundry	Wage/Fringe	1,446,536	
	Interfund Trans	639,923	
	Contingency	20,458	
			2,104,917
GENERAL FUND TOTAL			8,359,799
<u>Other Funds</u>			
Debt Service			1,020,243
Wastewater			155,735
Solid Waste Disposal			290,000
Parking Facilities			237,400
Transportation	Administration	57,970	
	Operations	974,197	
	Maintenance	260,355	
	Sundry	293,068	
			1,585,590
General Revenue Sharing			547,289
Housing Loan Trust Fund			16,247
Library	Library	393,514	
	Library Gift Fund	12,000	
			405,514
Capital Improvements			958,800
Transit Capital Grant			142,547
Community Development Grants			99,900
			48,986

ARTICLE II

It is estimated that the following revenues will be available during the fiscal year beginning July 1, 1980 and ending June 30, 1981, to meet the foregoing appropriations. It is determined that where estimated revenues are higher than the previous year, the increases are warranted.

GENERAL FUND	Property Taxes	\$4,429,665
	Licenses and Permits	137,500
	Fines and Forfeits	95,000
	Revenue from other agencies	2,263,371
	Service Charges	322,605
	Other	26,300
	Rev from Money and Property	111,725
	Interfund Transfers	677,789
	Fund Balance	295,844
GENERAL FUND TOTAL		8,359,799

Debt Service Fund	1,020,243
Wastewater Fund	155,735
Solid Waste Disposal Fund	290,000
Parking Facilities Fund	234,400
Transportation Fund	1,585,590
General Revenue Sharing Fund	547,289
Housing Loan Trust Fund	16,247
Library Operations	405,514
Capital Improvement Fund	958,800
Transit Capital Grant Fund	142,547
Community Development Fund	99,900
Grants	48,986

ARTICLE III

There is hereby levied the following rate of tax on each one hundred dollars (\$100) valuation of taxable property, located within the Town of Chapel Hill, as listed for taxes as of January 1, 1980, for the purpose of raising the revenue from Property Tax 1980 as set forth in the foregoing estimates of revenue, and in order to finance foregoing appropriations:

General Fund (For the general operations expense of the Town of Chapel Hill)	\$1.215
Transportation Fund (For the payment of expenses related to transportation approved by referendum)	\$.10
TOTAL	\$1.315

This the 16th day of June 1980.

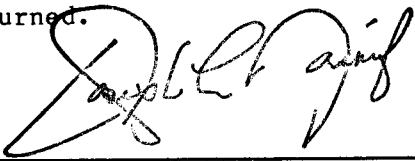
THE MOTION WAS CARRIED BY A VOTE OF SEVEN TO TWO WITH COUNCIL MEMBERS BOULTON, HERZENBERG, HOWES, KAWALEC, STRALEY, THORPE AND WALLACE SUPPORTING AND COUNCIL MEMBER SMITH AND MAYOR NASSIF OPPOSING.

Future Agenda Items


Mr. Shipman distributed notice of the resignation of Mr. Wilburn Hayden. Council member Straley wanted a worksession to consider the role the Council wanted the Human Services Department was to take.

Council member Herzenberg reminded the Council of the rededication of the Hargraves Center planned for June 21.

There being no further business to come before the Council, the meeting was adjourned.



Mayor Joseph Nassif



Town Clerk David B. Roberts