



Town of Southern Shores

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Town of Southern Shores
Special Council Meeting
September 13, 2007
11:00 AM.-Pitts Center

Minutes

The Southern Shores Town Council met on September 13, 2007, at the Pitts Center for a special meeting. The purpose of the meeting is to discuss the process to be used in filling the vacancy of the town manager and to discuss the hiring of a canal dredging project manager.

The following Council Members were present: Mayor Don Smith, Dan Shields, Jodi Hess, David Sanders, and Brian McDonald.

Also present were: Chief David Kole, interim town manager and Carrie Gordin, town clerk.

Mayor Smith called the meeting to order at 11:00 a.m.

Mayor Smith stated that the town has received approximately 30 applications for the town manager position.

Council had the opportunity, before the meeting, to look at the applications.

Mayor pro tem Shields stated that a town manager job description needs to be drafted as well as a list of characteristics for that position.

Council reviewed a supplement from the Institute of Government (IOG) regarding the hiring of a town manager and directed the town clerk to provide council with a similar list of characteristics as provided in that document.

Council Members Hess and Shields stated they liked the assessment process that was used in the hiring of the police chief. The process involved having three different groups interview the candidates.

Council Member McDonald stated that he was not sure if that process is right for the selection of a town manager since council is the body that the position answers to and the body that would do the hiring.

Council Member Sanders stated by using a panel they would be able to eliminate the applicants for council to interview. He stated the IOG supplement recommends this type of process. He stated using this type of process would allow more people to be involved. He stated having representatives from the citizens and the civic associations may help stop the disconnect between council, the civic associations and the citizens. He stated by using the panels there would be documentation on how the selection was made.

Chief Kole stated that it appears the first thing that is needed is some criteria for the position. He stated that Bonnie has been in contact with the School of Government (SOG) and they are available to help council through this process.

Mayor pro tem Shields stated that every applicant should receive acknowledgement of receipt of their application.

Mayor Smith stated that he would like to see someone with a good business background and he doesn't feel local government is so important.

Council Member McDonald stated that he feels the town manager should be experienced in local government and be fiscally prudent but be able to stand up when something is really needed.

Council Member Sanders stated that council should direct the interim manager to begin selecting people to be on the three assessment panels. The panels would be designated as professional, citizen and staff.

Council Member McDonald stated that it might be beneficial to have someone from the Southern Shores Boat Club on the panel also since the canal dredging project is on-going.

Chief Kole will provide council with town manager job descriptions from other towns for their review and contact the SOG.

A list of issues as related to the town should also be drafted such as the canal dredging project, storm water, capital improvement plan, roads etc.

Chief Kole recommended that council review all the applications using the job description and the characteristics list and then some of the applicants could be eliminated by using those criteria.

Council agreed to place this issue on the September 25, 2007, council meeting for further discussion.

Tom Bennett, Southern Shores Civic Association president, stated that he met with George Robinson, Hillcrest property owner, at the spoil site at Hillcrest to discuss the possibility of saving some trees when Mike Hejduk, two representatives from Quible and a representative from Cape Dredging came to the site. He stated from that conversation Quible suggested that a meeting be held in the next two to three weeks to discuss an update with all the groups involved on the project.

It was discussed that someone from Quible could give a short report on the progress to date and should be added as an agenda item for the September 25, 2007, council meeting and also give a report at the October 2, 2007, council meeting.

Mayor Smith asked Mike Hejduk to make arrangements for Quible to be present.

Mayor Smith stated that he has talked to George Wood, EPI, regarding the names recommend for the canal dredging project manager. He stated there were three names submitted by EPI and Quible. He stated that Mr. Wood discussed the characteristics that would be needed for this position and that he highly recommended Tom. Mayor Smith stated that one of the three names is Tom Bennett, in attendance at this meeting. He stated that Tom has been involved with this project, he is up to speed on the project and he lives in town.

Joe Walter, Chicahawk Property Owners Association president, stated that he was the only one on the Chicahawk Board who supported the town in their procedures on the condemnation process of the Chicahawk property for the spoil site but he believes it would be in council's best interest to acknowledge that this is no longer an option.

Tom Bennett stated that he wants to see the town reaffirm their efforts that this project is moving ahead and he doesn't want to see anything slow it down.

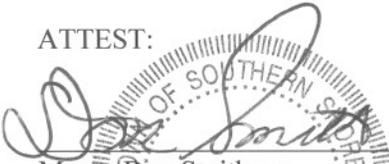
Mayor pro tem Shields moved that Mayor Smith announce at the upcoming meetings that council is not exercising the option to pursue the condemnation process at the designated Chicahawk spoil site at this time. Mayor Smith seconded. The motion passed with Mayor Smith and Council Members Shields, Hess, Sanders, and McDonald voting aye; no Council Member voting no; and no Council Member absent or not voting.

Tom Bennett stated that he would like to talk to his family before he would consider accepting the position. He stated he doesn't have the past experience in an actual dredging project but he does have engineering experience.

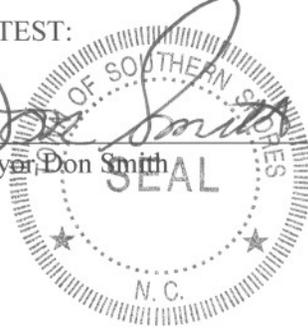
Mayor Smith moved to go into closed session in accordance to NCGS. 143-318.11 (a) (6) to consider qualifications of a prospective employee, canal dredging project manager. Council Member McDonald seconded. The motion passed with Mayor Smith and Council Members Shields, Hess, Sanders, and McDonald voting aye; no Council Member voting no; and no Council Member absent or not voting.

Mayor pro tem Shields moved to go out of closed session and to adjourn the meeting at 12:25 p.m. Council Member McDonald seconded. The motion passed with Mayor Smith and Council Members Shields, Hess, Sanders, and McDonald voting aye; no Council Member voting no; and no Council Member absent or not voting.

ATTEST:



Mayor Don Smith



Respectfully submitted:



Carrie Gordin, Town Clerk