

**Town Council
Special Meeting
January 23, 2015**

Council Members Present:

Mayor A.D. (Zander) Guy, Jr
Mayor Pro-Tem Douglas Medlin
Michael Curley
Don Helms
W.J. (Buddy) Fowler

Town of Surf City Staff:

Larry Bergman- Town Manager
Jane Kirk- Assistant Town Manager
Stephanie Hobbs- Town Clerk
Samantha Bradshaw- Human Resources

A. Call to Order

Mayor called the meeting to order 9:00am.

B. Invocation

Mr. Medlin gave the invocation.

C. Pledge of Allegiance

D. New Business

1. Fire Training Facility – Larry Bergman
Assistant Chief Stancil was consulted with Pender County, they just opened two new stations within Pender County. Hoping to partner with Cape Fear Community College (CFCC) upon their opening. The County is awaiting budget review to see their current financial standing.
2. Job Classifications- Samantha Bradshaw
All job classifications including, old, other neighboring communities, and listserves have been analyzed for information. A lot of information has been compiled along with employee survey. The new classifications were distributed to department heads and employees for their analysis and comments. A salary study is available from the NC League and salary wage software has already been purchased for the

town's use. The goal is to continually review the salary process and develop a performance evaluation system.

3. Fire Department Classifications- Larry Bergman

The fire department has grown from a volunteer based department to a paid department with volunteers. The fire department is still using the old system of electing positions. They have been working on a new system that will allow them to earn their positions based on merits and certifications. This would only effect the paid firefighters. They would have a ranked hierarchy system. The volunteers would still be based on hierarchy system but their paid compensation would not be effected. This new system would affect about five to six positions.

Mr. Helms made a motion to approve the rank system. Mr. Medlin seconded the motion and it was carried.

4. Strategic Plan- Larry Bergman

A review of the strategic plan from 2001, with accomplishments, current standings, and goals.

K. Adjournment

Mr. Helms made a motion to adjourn. Mr. Fowler seconded the motion and it was carried.

A.D. (Zander) Guy Jr., Mayor

Attest:

Stephanie Edwards Hobbs, Town Clerk