Special
Council Meeting
June 27, 2007

A special meeting of the Elkton Town Council was held in Elkton Area Community Center, located at 20593 Blue and Gold Drive, Elkton, Virginia on June 27, 2007 at 6:30 p.m., with Mayor Wayne E. Printz presiding. The following Council members were present:

PRESENT
M. Dearing
M. Isom
D. Kite
M. O'Neill
T. Pence
S. Sigafoose

Acting Town Superintendent/Zoning Administrator Marty Shifflett, Town Attorney Lauri A. N. Sigler, Chief of Police James A. Morris, Treasurer Clairen Sipe and Clerk of Council Denise R. Monger were also present.

Council member Kite requested Council amend the Agenda to include a motion to rescind the purchasing policy enacted for the Town. This policy was enacted in compliance with policies for Towns having a population of over 3,500.

Approval of 07-08 Budget – Second Reading

Council member O'Neill moved, seconded by Council member Kite, and carried for Council to approve budget revision 4 as presented and allocate funds as presented in this budget.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 roll call)

Rescind Purchasing Requirement

Council member O'Neill moved, seconded by Vice Mayor Dearing, and carried for Council to rescind the purchasing requirement for a Town of 3,500 or more persons until such time as the population actually reaches that level in order to facilitate purchasing practices.

Council member O'Neill explained the motion will rescind the requirements that exist for a Town with a population of 3,500 or more. Council had previously enacted a policy to follow that requirement but has is not bound by state law to comply with those requirements until the population reaches 3,500 or more.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 roll call)

Purchase Peaking Generator – First Reading

Council member O'Neill discussed the process of authorizing the purchase of the peaking generator.

Vice Mayor Dearing stated Council had received documentation just prior to the commencement of the meeting and wished additional time for review of the financial figures. Further, he requested Town Attorney Sigler advise Council on the matter.

Further discussion ensued regarding this matter.

Mayor Printz tabled the matter.

Lot Subdivision for Ed and Marie Butler

Mayor Printz tabled this matter.

Application for Electrician's Apprentice

Vice Mayor Dearing stated an application for an electrician's apprentice had been received from a current Town employee of the Maintenance Department. His application had been reviewed and it was determined he was qualified for the position.

Vice Mayor Dearing moved, seconded by Council member Kite, and carried to promote Jeff Breeden to the position of Electric Assistant Apprentice with a salary of $27,580.00 or $13.26 per hour which is the same pay he is currently receiving. Upon certification, he will be eligible for an increase in pay.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 roll call)

Electrician Salary Increase

Vice Mayor Dearing stated that after a review of the budget, the Town's electrician's pay was not adequate for the service he provided.

Vice Mayor Dearing moved, seconded by Council member Pence, and carried to increase the electrician's pay by 2% which would take him to $42,615.00 or $20.49 per hour.

Council member Sigafoose questioned if the 2% was in addition to the increase already provided in the budget. Mayor Dearing responded affirmatively.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 roll call)

Treasurer's Office Clerk

Vice Mayor Dearing stated the clerk position had been advertised for the Treasurer's Office.

Vice Mayor Dearing moved, seconded by Council member O'Neill, and carried to hire Monica Brewer at the rate of $21,840.00 or $10.50 per hour.

Vice Mayor Dearing stated a letter of acceptance had been received. Further, at the end of a six month period a 5% increase in pay will be given.

A brief discussion ensued regarding the advertisement of the clerk position.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 roll call)

Police Department Clerk

Vice Mayor Dearing stated a Clerk position in the police department would be vacated as of July 1, 2007. Debbie Curtis will no longer be working with the Town after many years of service due to health issues.

Vice Mayor Dearing moved, seconded by Council member Pence, and carried to move Kimberly Shifflett who is working in Marty's office to that position. She has been promoted from within. Her salary will be $21,840.00 which is $10.50 per hour.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 roll call)

Vice Mayor Dearing asked Council to review all job descriptions and duties for employees and discuss those topics at the next Committee Meeting. He stated that Rick Carey would be located to a downstairs office to perform scanning and meet FOIA requests as needed. He requested Council review and advise of any changes to the Personnel Manuel as quickly as possible in order to distribute hard copies before the next Council meeting.

As there were no additional business, **Vice Mayor Dearing moved, seconded by Council member O'Neill, and carried to close the Special Council Meeting.**

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

Motion carried (6 – 0 voice vote)

Mayor: _____
Wayne E. Printz

Recorder: Denise R. Monger
Denise R. Monger, Clerk