

TOWN OF GARLAND
SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 12, 2023
6:30PM

The Special Meeting of the Board of Commissioners of the Town of Garland was held at the Garland Town Hall in Garland, NC on Tuesday, December 12, 2023, at 6:30pm.

The following members of the Board of Commissioners were present:

Mayor, Austin Brown
Mayor Pro Tem, Jo Strickland
Commissioner Ralph Smith, Jr
Commissioner Lee Carberry
Commissioner Anthoy Norris
Commissioner Timothy Blackburn
Town Clerk, Jennifer Gray -absent

Also present: Deputy Clerk Shauna' Harper, recorded notes for the minutes, resident, Michael Harper and 3 others attended.

CALL TO ORDER: Mayor Brown called the meeting to order at 6:30pm and welcomed everyone in attendance.

QUORUM: Mayor Brown and Deputy Clerk Shauna' Harper established there was a quorum present.

CLOSED SESSION: Motion was made to go into closed session.

OPEN SESSION: No action was taken in closed session.

Motion was made to accept PW Jonathan Herring resignation, 2nd was made by Commissioner Carberry, motion passed.

Motion was made to terminate Town Clerk Jennifer Gray effective immediately by Commissioner Carberry, 2nd by Commissioner Norris, motion passed.

Motion by Commissioner Carberry for Town attorney to contact Town Clerk Jennifer Gray to notify of termination, 2nd by Commissioner Smith, motion passed.

Commissioner Smith made a motion for Deputy Clerk, Shauna' Harper for the position of Interim Town Clerk and Finance Officer effective immediately with a \$2.00/ hour raise and in 6 months, re-evaluate and move to salary, 2nd by Commissioner Carberry, motion passed. Shauna' Harper accepted the opportunity to serve as Interim Town Clerk and Finance Officer.

Commissioner Norris made a motion to advertise a position open for Deputy Clerk and Public Works Employee. Commissioner Smith 2nd the motion and motion passed.

Mayor Pro Tem Strickland entered a motion, based on longevity increase PW Kenneth White pay by \$1.00. 2nd by Commissioner Carberry, motion passed.

Mayor's office door should be re-keyed for security reasons. There should only be 2 keys for Mayor and Mayor Pro Tem. Motion was made by Commissioner Norris to have door re-keyed, 2nd by Commissioner Blackburn, motion passed. Bladen Lock and Key will be contacted.

No motion was needed for PW to organize/ inventory the tools and equipment in the shop and move to tool storage.

There is a PW Rules and Regulations policy that, in the past, was not being utilized. Commissioner Carberry has a copy and would like to adhere to the policies set forth along with personnel policies. There is a verbal warning and three written warnings rule before going to the department commissioner. He also produced an employee warning sheet that will be used per policy. PW also wants to implement a vehicle maintenance log and fuel/ mileage log. PW will consider GPS in the town vehicles. Commissioner Carberry made a motion to revisit and adopt the warning notice with policies in place, 2nd by Commissioner Smith

Commissioner Carberry found a copy of license from the NC Wildlife Resources that expired in 2008 to remove or destroy nutria in the wastewater pond. His concern was that the license expired and had not been renewed. Mayor Pro Tem Strickland states that it was noted previously that is ok that we take care of any nutria that causes problems.

Mayor Pro Tem Strickland presented a quote for cameras to be installed in the shop for security. We could add 2 more. It was discussed and motion by Commissioner Smith was made and 2nd by Commissioner Carberry.

The Community Volunteers requested funds for their volunteer dinner. On the committee are 11 active members. Discussion was \$25.00/ person, no more than 22 people. This is for the 11 active and spouses. Commissioner Smith stated that in the future something different needs to happen. The volunteers are not visible enough throughout the year and it's concerning. The board requested a confirmation list of how many would attend. Who is volunteering? Next meeting, the board requested more details of volunteers and the projects. A motion was made by Commissioner Carberry and 2nd by Commissioner Blackburn for \$25.00 /person, max 22 people.

ARPA fund discussion is on hold until January meeting. The new commissioners want information and details of the generator, specifics, contract, permits needed, etc... the transfer switch was delivered. Estimates are needed for the concrete pad and electrical connections. They have questions and want to be updated on everything that PW Herring set up concerning the generator. They will also speak with Samantha about the grant and how it can be used.

Samantha Wullenwaber, Mid Carolina Regional Council will assist the Town Hall through the transition of the Town Clerk and Finance Officer.

Commissioner Smith made a motion to adjourn the meeting, 2nd by Commissioner Carberry. All in favor. Meeting adjourned at 7:37pm.

Duly adopted this 2nd day of January, 2024 while in regular session.

ATTEST:


Shauna Harper
Town Clerk/Finance Officer

