

**WALKERTOWN TOWN COUNCIL**  
**SPECIAL CALLED MEETING @ WALKERTOWN BRANCH LIBRARY**  
**THURSDAY      JULY 29, 2004      7:30 P.M.**

**MINUTES**

**PROCEDURAL ITEMS:**

**ITEM #1:      CALL TO ORDER**      .....      By Mayor Kenneth Davis

(1) DETERMINATION OF QUORUM      .....

Mayor Davis gave an invocation. There was a quorum present but Wallace Larrimore and Lynn McKinnie were absent.

**ITEM #2:      AGENDA ADDITIONS / CHANGES / APPROVAL**

Horace Warner asked if this meeting was a continuation of the recessed closed session from the July 22, 2004 Town Council meeting. Steve Garland said that the Town Council had adjourned from that meeting and called tonight's meeting so it was a separate meeting. Having no further comments Horace Warner moved to approve the agenda with a second from Sarah Welch. The Walkertown Town Council voted 3-0 to accept the agenda as presented.

**PUBLIC SESSION:**

There were no comments from the public at this time.

**OLD BUSINESS:**

**ITEM #1:      FOR DISCUSSION AND/OR ACTION:**

Planning Technician Part-Time Position

Toby Linville explained that the Town has an opportunity to hire a part-time planner who would also serve as receptionist. Linville showed the zoning and subdivision fees that Forsyth County currently charge. The next item is an analysis of the current receptionist salary versus the planner salary. The new position would cost one thousand to five thousand dollars more per year depending upon salary. The salary line item and professional services line item contain enough money to cover this difference. The next item is a matrix illustrating what different wages and hours will earn in gross, net, and monthly salaries. The following sheet shows the application fees that have been paid by Walkertown applicants to City-County from November 2002 to the present. The last pages are our quarterly bills from City-County Planning Board. The sheets illustrate that planning services aside from the Land Use staff equals roughly one thousand dollars per month.

Horace Warner asked what benefits the town would receive from bringing this service in-house. Linville replied it would allow rezoning applicants to come to our office for questions and application rather than going to City-County downtown.

Warner asked if our service from City-County would be diminished if Suzy Galloway quit and she was no longer on their staff. Linville said no City-County Planning Board has 20 employees and all are qualified planners.

General discussion ensued concerning the merits of taking over planning, the costs involved in the change, the responsibilities of unemployment, and negotiations with City-County Staff to end their service.

Hearing no other questions, Dot Duggins moved to approve hiring a part-time planner. The motion died for lack of a second.

### **NEW BUSINESS:**

There was no new business at this time.

### **ANNOUNCEMENTS: FYI: ALL MEETINGS ARE OPEN TO THE PUBLIC.**

There were no announcements.

### **RECESS INTO CLOSED SESSION TO DISCUSS PLANNING TECHNICIAN CANDIDATES**

The Walkertown Town Council did not recess into closed session.

### **RECONVENE INTO PUBLIC SESSION**

### **ADJOURNMENT**

Having no further business the Town Council adjourned unanimously at 8:15 p.m. upon motion by Horace Warner and second by Sarah Welch.

Minutes submitted by Toby Linville, Town Manager.