

TOWN OF GARLAND
WORK SESSION
OF THE BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 4, 2014
6:30PM

The work session of the Board of Commissioners of the Town of Garland was held at the Garland Town Hall in Garland, N.C. on Tuesday, February 4, 2014 at 6:30pm.

The following members of the Board of Commissioners were present:

Ralph Smith
Haywood Johnson
Carolyn Melvin
S.J. Smith

The following member of the Board of Commissioners was absent:

Michael Strickland

Also present were Miss Gabby Chestnutt of the *Sampson Weekly* and Deputy Travis Pope of the Sampson County Sheriff's Department. There was also one citizen in attendance.

ADMINISTRATIVE

Mayor Winifred Murphy called the meeting to order at 6:30pm and welcomed everyone in attendance. Town Clerk, Jennifer Gray was present serving as clerk recording notes for the meeting minutes.

QUORUM

Mayor Murphy and Clerk Jennifer Gray established that there was a quorum present.

APPROVAL OF AGENDA

Mayor Murphy asked the members of the Board to review the presented agenda for consideration of approval. Mayor Murphy requested to add the contract for Waste Industries that needs to be signed. OCS was bought out by Waste Industries. Commissioner Ralph Smith asked if this would be part of the special meeting. Mayor Murphy stated that Commissioner Michael Strickland requested to add item E., Long Distance call. Mayor Murphy requested item E. be added to closed session. Commissioner Ralph Smith asked to strike items B and D from the work session. Commissioner Ralph Smith made a motion to strike items B and D from the work session. Mayor Pro-Tem Haywood Johnson seconded the motion. Commissioner Ralph Smith withdrew the motion to strike items B and D from the agenda. Commissioner Ralph Smith made a motion to approve the agenda for the Work Session. The agenda for the Special Meeting will be addressed at that time. Mayor Pro-Tem Haywood Johnson seconded the motion. There was no further discussion and the motion carried.

WORK SESSION DISCUSSION

- Mayor Murphy asked that everyone refer to the ordinance book under governing body. Mayor Murphy went over the duties of the governing body. Mayor Pro-Tem Haywood Johnson made comments about the committee appointments at the general direction of the board. Mayor Pro-Tem Haywood Johnson made comments about his duties in the absence of the Mayor. Commissioner Ralph Smith stated that absence of the Mayor needed to be defined. Commissioner Smith inquired when would the Mayor be considered absent, would it be when the Mayor is out of town or when the Clerk or Mayor Pro-Tem could not reach her by phone. Commissioner Smith stated that if the Mayor is unreachable by phone this would give the Mayor Pro-Tem the authority to act because of the Mayors unavailability.
- The Board discussed the Committee appointments and the need for each committee.
- Mayor Murphy addressed special committees. Mayor Murphy stated that special committees have been established for other town interest.

- Mayor Murphy addressed the order of business. Commissioner Ralph Smith expressed that he felt the order of business should be followed as it is stated in the town ordinance book. Mayor Murphy stated that the pledge of allegiance, invocation and citizen of the month had been added to the agenda previously. Commissioner Ralph Smith stated that he felt the pledge of allegiance and the invocation should be left on the order of business. He also stated that he felt that citizen of month should be taken off of the agenda. Mayor Pro-Tem Haywood Johnson stated that he felt condolences should be in summary form from the town. People are being missed when each person is listed individually. Commissioner S.J. Smith and Commissioner Carolyn Melvin recommended recognizing a citizen once per year with a nice gift.
- There was a brief discussion about addressing the board and the chair. Each individual that wishes to address the board or the chair must first be recognized by the Mayor. Commissioner Ralph Smith stated that once a motion is made the gallery is not allowed to speak or make comments as to the motion. Once a board member is speaking no one can interrupt the speaker. The mayor or any board member may request to have a statement abstracted and placed verbatim into the clerk's minutes. The clerk may record a synopsis of the minutes on any discussion that may arise.
- Mayor Murphy discussed the consolidation of offices. The town clerk, finance officer and tax collector have been the duties of one individual. In 2012 the board elected to have the county collect the taxes which eliminated one duty of that individual.
- Commissioner Michael Strickland inquired about the process for bringing issues to the town's attorney. He asked if the board should approve the issues that are sent to the attorney. Mayor Murphy responded yes, that the issues brought to the attorney should be a board decision. Commissioner Carolyn Melvin inquired as to when the town's attorney was present. Commissioner Ralph Smith said that the town's attorney should be present when he is requested to be here.

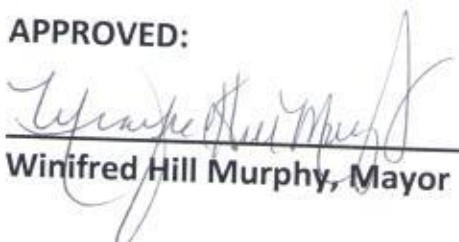
- Commissioner Ralph Smith asked to re-address the town clerk duties and the treasurer duties. Town Clerk Jennifer Gray read aloud the duties of the town clerk and treasurer of the town. Mayor Murphy asked Clerk Gray to read aloud the duties of the purchasing agent. Commissioner Ralph Smith stated that he wanted to make it clear as to what the Town Clerk/Finance Officer/Purchasing Agents duties were.

ADJOURNMENT

Commissioner Ralph Smith made a motion to adjourn the work session. The motion was seconded by Commissioner S.J. Smith. There was no further discussion and the motion carried unanimously.

Jennifer Gray, Town Clerk

APPROVED:



Winifred Hill Murphy, Mayor

*Board Approved
6-10-14 - PC*