

**BURNSVILLE TOWN COUNCIL**  
**Special Meeting**  
**Tuesday, February 21, 2017**

The Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, Shannon Peterson, and Ron Powell present, held a regular meeting on Thursday, February 21, 2016, at the Burnsville Town Center. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Chad Fox, Jeanne Martin, and Ronnie Tipton. The Mayor, who presided, called the meeting to order, stating that the purpose of and the agenda for the meeting was to consider and possibly take action on the following matters:

1. Town of Burnsville's Personnel Policy
2. Future expansion of the town's water/sewer infrastructure

**Town of Burnsville's Personnel Policy**

- a. Councilors were advised that when the *Personal Leave* and *Parental Leave* policies from the Town's former Personnel Policy were merged into the newly-adopted Personnel Policy, the word "unpaid" was inappropriately carried forward. Councilors agreed that the intent was for both types of leave to be "paid." Shannon Peterson moved to correct the typographical error. Judy Buchanan seconded the motion, which carried.
- b. The Town Councilors were reminded that the newly adopted Personnel Policy refers to the inclusion of a position classification and pay plan, which we don't currently have. Available for review was a draft "Position Classification and Pay Plan," which was compiled using data from the Town of Burnsville; the NC League of Municipalities; the Towns of Spruce Pine, Mars Hill, and Beech Mountain; and Robert Branch. No action was taken and the issue will be tabled until the March work session.

**Future Expansion of the Town's Water/Sewer Infrastructure**

Public Works Director Ronnie Tipton discussed a water/sewer project for a potential development on property that is outside town limits and not currently served by the town's infrastructure. Mr. Tipton proposed that inside town tap and user fees apply to this potential development and explained his rationale. After the explanation, Shannon Peterson moved that the Town is willing to charge inside town tap and user fees for this proposed development in exchange for the developers agreeing to use the money saved towards their utility infrastructure. Theresa Coletta seconded the motion, which carried.

  
Jeanne Martin, Town Clerk

  
Theresa Coletta, Mayor