



**Acts of
City Council of Hinton
Regular Meeting
Tuesday March 16, 2010
7:00 p.m. -- Hinton City Hall**

1. **Call to order / Roll Call** – Mayor Blankenship called the meeting to order and the record showed that Councilman Jordan, Councilman Meador, Councilman Oxley and Councilman Basham were all present. City Manager Cris Meadows, Derek Snavelly, Ralph Trout and Ray Pivont were also in attendance.
2. **Invocation / Pledge of allegiance** – Lynn Maddy led the devotions and the pledge of allegiance.
3. **Approval of Agenda** - Councilman Meador made a motion to approve the agenda. Councilman Jordan seconded the motion and the motion passed on a vote of 4-0.
4. **Approval of Minutes February 16, 2010** - Councilman Jordan moved to approve the February 16, 2010 minutes. Councilman Basham seconded the motion and the motion passed on a vote of 4-0.
5. **Approval of February 2010 paid invoices** - Councilman Jordan moved to approve the February 2010 paid invoices. Councilman Oxley seconded the motion and the motion passed on a vote of 4-0.
6. **Approval of February 2010 financials** - Councilman Jordan moved to approve the February 2010 financials. Councilman Oxley seconded the motion and the motion passed on a vote of 4-0.
7. **Approval of Unpaid Invoices** - Councilman Jordan moved to approve the February 2010 paid invoices. Councilman Basham seconded the motion and the motion passed on a vote of 4-0.
8. **Approval of building permits** – Councilman Jordan moved to approve the building permit. Councilman Oxley seconded the motion and the motion was called to a question. The motion failed on a 0-4 vote. Then Councilman Meador moved to approve the permit on the condition that the public works director supervises the project and asked if the water line could be punched under the sidewalk. Councilman Jordan seconded the motion and the motion passed on a vote of 4-0.
9. **Appearance of Citizens** – Jeff Conner spoke about the stop sign that was placed at the corner of 4th and James Street and that he would like it removed as he thinks it is dangerous. Mayor Blankenship stated he would take this under advisement. Councilman Jordan asked that it be put on the next month's agenda. Karla Gunnoe approached Council on behalf of Mountain Plex Properties and asked for a loading zone in front of the Ritz Theater. She stated that they often needed to unload large trucks and this blocks Ballangee street traffic while they are unloading. Mayor Blankenship stated he would take Mr. Trout up and look at the situation.
10. **Discussion and or action concerning 4th of July picnic at Sidetrack park** – Cris Meadows stated that last year we gave \$1,000.00 to the CFM House to host a free day at the waterslide and give away free food. He stated that due to the extra expenses with adding the pool the city will have over four hundred dollars in just labor for that day he would like to give free food with paid admission to the park. Fred Long stated that that was defeating the purpose of a free day and that this is a way to get people to the park that may have never been there. After some further discussion Councilman Oxley moved to make it a total free day at the park. Councilman Jordan seconded the motion and the motion passed on a vote 4-0.
11. **Discussion and or action concerning employee cell phone reimbursement** – Mayor Blankenship recommended that the City reimburse department heads for the use of their personal cell phones for business purposes. Council discussed who used their phones and stated that not

only department heads use it and what about the other employees. Council decided that the amount it would cost to reimburse all employees would be prohibitive. Council asked Cris Meadows what other cities are doing and Cris stated that most cities are reimbursing department heads between 25 and 40 dollars a month. Councilman Oxley moves to reimburse department heads 25 dollars per month for use of the cell phones. This motion died for a lack of a second. Councilman Jordan made a motion to reimburse department heads 40 dollars per month for use of their personal cell phones. Councilman Meador seconds the motion and the motion passed on a vote 3-1 with Councilman Oxley voting no.

12. **Discussion and or action regarding approval of handicap parking registration and application in residential areas** – Cris Meadows discussed the constant need for more handicap parking in town and stated he had put together an application for people to fill out when requesting a space. Council stated they were against charging a fee for the application but maybe for installation. After further discussion it was decided that there would be no more than one handicap parking space per block issued. Councilman Meador moved to table the application. Councilman Jordan seconded the motion and the motion passed on a vote of 4-0.
13. **Discussion and or action regarding a restroom at the skate park** – Mayor Blankenship discussed the estimates he had received from a local contractor of first fencing in the Porta-Potti at a cost of \$1,100.00 and secondly building a restroom at the facility which would cost \$11,000.00 and we would be responsible for cleaning and maintenance and utilities. Councilman Oxley moves to check into grants for a permanent bathroom. The motion died for a lack of a second. Councilman Oxley then moved to table the action for next meeting. The motion died for a lack of a second.
14. **Discussion and or action regarding downtown parking** – Councilman Meador moved to rearrange the agenda and move this to item 18 as Chief Snavelly had to leave on a call for assistance and he was the one who asked for this item. Councilman Oxley seconded the motion and the motion passed on a vote of all 4-0.
15. **Discussion and or action regarding changing elections to coincide with state and national elections and change to one nonpartisan election** – Cris stated that council had asked him to research the possibility of combining the city elections with the state and national elections to save costs. He said that normally elections used to cost the city between four and six thousand dollars and the past election with the extra poll workers for the last election which was both a primary and general we paid out over fifteen thousand. Councilman Meador stated he would like to see us get on a schedule also where we could have a primary in May the general election in November and the new council takes office in January like most national and state elections. However to do this the next council elected may have to take a term of 18 months and then have the elections again to get back on a cycle. Council stated this need to be looked into further and directed Attorney Gunnoe to research the legalities of this and let council know next meeting. Council also discussed the one versus two party systems and the additional cost savings with just having one election instead of two. Cris stated that the levy election was next January in case this needed to be on the ballot for the people to decide.
16. **Discussion and or action concerning hiring administrative assistant** – Mayor Blankenship stated that he is recommending **Rachel Miser** for the position. Councilman Meador moved to hire Rachel Miser as administrative assistant. Councilman Jordan seconded the motion and the motion passed on a vote of all 4-0.
17. **Discussion and or action concerning Approval of the 2010-2011 City Budget** – Council discussed the budget and that they would be working with about one hundred thousand dollars less than they had last year due to revenue projections. Councilman Jordan move to approve the budget as presented. Councilman Basham seconded the motion and the motion passed on a vote of 4-0.
18. **Discussion and or action concerning salary scale for employees** – Mayor Blankenship asked for an executive session to discuss a salary pay scale that he had worked out for city employees. Councilman Basham moved to go into executive session to discuss personnel matters. Councilman Jordan seconded the motion and the motion passed on a vote of 4-0 at 8:00 p.m. Council returned

to executive session at 8:20 p.m. and Mayor Blankenship called the meeting back to order. Councilman Jordan moved to approve the pay scale ranges and job classifications of city employees as presented. Councilman Basham seconded the motion and the motion passed on a vote of 4-0.

**City Of Hinton
Job Classification**

1. Street Crew I (less than 10 years) – Custodial I (less than 10 years)
2. Street Crew II (10 to 20 years) – Custodial II (10 to 20 years) – Fireman I (up to 10 years) – Administrative Assistant
3. Street Crew III (over 20 years) - Custodial III (over 20 years) – Fireman II (10 to 20 years) – Patrolman
4. Fireman III (over 20 years) – Corporal – Deputy City Clerk (less than 10 years)
5. Sergeant – Deputy City Clerk (10 to 20 years)
6. Lieutenant
7. Chief of Police – Street Foreman
8. City Manager

City of Hinton pay ranges scale

	A	B	C
1.	\$8.00 - \$8.53	\$8.54 - \$9.08	\$9.09 - \$9.60
2.	\$8.64 - \$9.41	\$9.42 - \$10.19	\$10.20 – \$10.95
3.	\$9.33 - \$10.24	\$10.25 - \$11.16	\$11.17 - \$12.06
4.	\$10.26 – \$11.26	\$11.27 - \$12.27	\$12.28 - \$13.26
5.	\$11.29 – \$12.39	\$12.40 - \$13.50	\$13.51 - \$14.59
6.	\$12.42 - \$13.63	\$13.64 - \$14.84	\$14.85 - \$16.04
7.	\$29,522 - \$35,918	\$35,919 - \$42,316	\$42,317 - \$48,711
8.	\$33,950 - \$41,306	\$41,307 - \$48,662	\$48,663 - \$56,017

City of Hinton Performance/Pay increase guide chart

Performance Rating	A	B	C
Often Exceeds Performance Expectations	4% - 0%	3%-0%	2%-0%
Fully Meets And Occasionally Exceeds Performance Expectations	3%-0%	2%-0%	1%-0%
Meets Some But Not All Performance Expectations	2%-0%	1%-0%	0%
Consistently Does Not Meet Performance Expectations	0%	0%	0%

