

**Minutes**  
**Town of Atlantic Beach, North Carolina**  
**Town Council Special Meeting**  
**Tuesday, January 9, 2007**

The special meeting of the Atlantic Beach Town Council was held Tuesday, January 9, 2007 at 1:00 p.m. in the Council Meeting Room.

**Members Present:** Mayor Tootsie Vinson; Mayor Pro Tem Eddie Dawkins; Council Members Jim Bailey, Ruth Barnes and Mike Warren

**Members Absent:** Joe Tarascio

**Others Present:** Judy Hills, ECC; Kim Glover, Deputy Town Clerk

**CALL TO ORDER AND ROLL CALL**

Mayor Tootsie Vinson called the meeting to order at 1:00 p.m.

**APPROVAL OF THE AGENDA**

Mayor Pro Tem Dawkins made a motion to amend the agenda to include a closed session to interview and evaluate a candidate for appointment to the position of Interim Town Manager. Councilman Bailey asked to add Item #2 to the agenda to discuss the citizen's advisory committee. Mayor Pro Tem Dawkins asked to add Item #3 to the agenda to establish a time to meet with Rudi Rudolph, the Carteret County Shore Protection Manager. Seconded by Councilman Warren, the vote was unanimous, 4-0 to approve the agenda as amended.

<b>ACTION AGENDA</b>
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**1. Judy Hills from the ECC on "How to Hire a Town Manager"**

Mayor Vinson welcomed Ms. Hills and thanked her for coming to help the Council with the hiring of a Town Manager.

Councilman Tarascio entered the meeting at 1:10 p.m. Mayor Vinson informed Councilman Tarascio of the amendments made to the agenda and asked for his approval which he gave.

Ms. Hills said some applications have come in already. Ms. Hills went through her presentation on "How to Hire a Town Manager" with the Town Council.

**(Clerk's note: The presentation is attached and hereby made a part of the minutes.)**

Ms. Hills stated the Council will need to be making some decisions regarding the contract and what to involve in it. A list of benefits would be a good thing to develop and have available. She will be taking the criteria the Council desires and using it to filter through applicants.

Mayor Pro Tem Dawkins asked how the Council could interview the candidates. Ms. Hills said they would be able to go into closed session to do so. She said she would get together a confidential packet by next Wednesday and for the Council to let the Mayor know their opinions one on one. They would then set up a work session to go through things again. Mayor Vinson asked approximately how long it would take to find a Town Manager. Ms. Hills said about three to four months.

## **2. Citizens Advisory Committee**

Councilman Bailey said he needed some guidance in putting together something concise. There are about sixty more days of work left before we have our master plans so we need to either put something together or not. He said he could see involving eight citizens and the Mayor and Council could serve ex officio. Councilman Bailey said he would like to see the committee consist of voting and non-voting property owners or "stakeholders". Between now and then, we could contact those who have interest and are honest, open, and fair and will advise Council on how to make a decision. In spite of what the editorial pages say, a decision has not been made. It will take time and commitment, probably about two meetings a month at around two hours each. Mayor Pro Tem Dawkins asked who would be facilitating the meeting. Councilman Bailey said it would be best to find an outside facilitator. It may be possible to ask the gentleman who facilitated the Council/Planning Board meeting. Councilman Bailey suggested the Advisory Committee could meet on the Tuesday afternoons he meets with W.K. Dickson. Councilman Tarascio asked how we plan to balance residents and business owners. Councilman Bailey said we need to narrow it down to who is available to serve. Mayor Pro Tem Dawkins asked how we can communicate the results of the meetings. Councilman Bailey said through the website. Councilman Bailey asked the Council to check with citizens to see if they are willing to serve and have it ready for the next agenda.

## **2. Carteret County Shore Protection Meeting**

Mayor Pro Tem Dawkins stated the meeting is tentatively set for January 24, 2007. He asked the Council if this date is acceptable to them. He also asked about inviting Bill Donnelly, Jim Willis and Doug Harris. The Council decided that January 24th was not a good date and they came to terms that January 29, 2007 at 1:00 p.m. would be a good time. Mayor Pro Tem Dawkins said he would make contact with Rudi Rudolph about coming.

## **3. Closed Session**

Mayor Pro Tem Dawkins moved that the Council enter closed session in accordance with North Carolina General Statute Section 143-318-11 (a) (6) to consider the qualifications, competence, performance, and condition of appointment of a public officer or employee or prospective public officer or employee. Seconded by Councilman Bailey, vote was 5-0, unanimous. It was 3:00 p.m.

Councilman Bailey made a motion to come out of closed session and go back into open session. Seconded by Councilman Tarascio, vote was 5-0, unanimous. The Council reconvened at 4:30 p.m.

Mayor Pro Tem Dawkins made a motion to hire Tommy Combs as Interim Town Manager and Interim Finance Officer with a contract to be approved by Town Attorney Derek Taylor and signed by Mayor Tootsie Vinson and Tommy Combs. Seconded by Councilwoman Barnes, vote was 5-0, unanimous

## **ADJOURNMENT**

There being no further business before the Town Council, Councilwoman Barnes made a motion to adjourn the meeting. Councilman Warren seconded, and approval was unanimous, 5-0. It was 4:35 p.m.

Submitted by:

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Kim Glover, Deputy Town Clerk

These minutes were approved at the February 20, 2007 meeting of the Atlantic Beach Town Council.

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Tootsie Vinson, Mayor