

**Town of Mocksville
Regular Board Meeting
July 26, 2017**

The Town of Mocksville Board of Commissioners met for the Special Board Meeting on Wednesday, July 26, 2017 at 4:00 p.m. in the Mocksville Town Hall.

Present:	Mayor, Will Marklin	Absent:	Rob Taylor
Commissioners Present:	Johnny Frye Lash Sanford Amy Vaughan-Jones Brent Ward		

Others Present:

Marcus Abernethy, Town Manager
Lynn Trivette, Town Clerk/Finance Director
PTRC

Mayor Marklin called the meeting to order welcoming everyone in attendance.

Piedmont Triad Regional Council of Government, Mr. Reece presented to the Board an employee classification and compensation study.

Why conduct an employee classification and compensation study? This policy would improve management and organizational controls, gain line employee input into current work performed and it would improve recruitment and retention while the focus is on the position and not the person.

Questionnaires and interviews were conducted with the town's employees that produced a flow chart consisting of job analysis, job descriptions, market data, job content, reconciliation of internal and external considerations, job worth and pay structure (assignment of classes to grades).

PTRC recommendations would place Mocksville in a position to remain competitive when management hires and recruits and this policy would allow the town to retain highly qualified staff when compared to the current market. If the policy is approved it would establish a defined plan, a strategy for progression through a minimum, mid and maximum range which is a pay plan and strategy which supports the performance pay initiatives of the town. The implementation cost would be \$82,370 which is budgeted. The 1% across the board increase \$18,000 is also budgeted, but is not included in the \$82,370.

While discussing the compensation study the points made given:

Where does Mocksville want the salaries to be in comparison to market rates?
Is Mocksville competitively placed?
Can Mocksville establish the class and pay structure as recommended?
Can Mocksville establish the progression through the range strategy?
Do you want to give the control to the manager regarding implementation?

How can the town be so out of line where salaries are concern? The town has always given a cost of living increase across the board and job descriptions, performance and qualifications were not looked upon. This is how towns end up having various employees out of their pay range either over or under.

The town has never had any kind of pay structure implemented before and the Board is excited that an establishment of performance/ work plans along with the employee evaluations would help justify pay increases in the future. This plan would also keep it honest, competitive and market related. The Board would like Town Manager, Marcus Abernethy to educate Department Heads on performance appraisals and to assist with communicating this change to employees.

The end result is when the study is done again Mocksville will be exactly where they need to be.

A motion was made by Commissioner Amy Vaughan-Jones to approve the employee classification and compensation study, 1% COA and to approve the town manager to use discretion, development increases, performance increases along with implementing classification pay ranges minimum, mid maximum. The motion was seconded by Commissioner Brent Ward and approved by a unanimous vote.4-0

Adjourn

A motion was made by Commissioner Brent Ward to adjourn the July 26, 2017 Special Board Meeting. The motion was seconded by Commissioner Johnny Frye and approved by a unanimous vote.4-0

William J. Marklin, Mayor

Lynn Trivette, Town Clerk ,NCCMC