

MONDAY, JANUARY 4, 2016 – 5:30 P.M.
AGENDA MEETING OF THE OXFORD BOARD OF COMMISSIONERS
OXFORD CITY HALL – COMMISSIONERS’ BOARD ROOM

The Board of Commissioners for the City of Oxford met at the above-mentioned time and place. All members of the Board and local news media were notified of the same as well as the purpose of the meeting.

Present were Mayor Jackie Sergent, MPT Calvin (C.J.) Harris, Jr., Commissioners James (Danny) Currin, Frank Strickland, S. Quon Bridges, Patricia T. Fields, Ron Bullock and Al Woodlief. Also present was Attorney J. Thomas Burnette, Interim City Manager Mike McLaurin and City Clerk Barbara Rote.

CALL TO ORDER

Mayor Sergent called the meeting to order.

ANNUAL CODE OF ETHICS DISTRIBUTED & SIGNED

The City Code of Ethics that is signed annually by the Board was distributed. The Board could either read, sign and return the forms during the Agenda meeting or turn them in to the City Clerk on Tuesday. All members took a minute to read over the City’s Ethics Code and returned the signed forms to the Clerk.

BOARD RETREAT DATES SET – FEBRUARY 22-23, 2016

COMMISSIONER FIELDS MADE A MOTION TO SET THE BOARD RETREAT DATES AS FEBRUARY 22 & 23, 2016. WARREN MILLER WITH FOUNTAINWORKS WILL FACILITATE THE RETREAT AT CAMP OAK HILL. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Staff and Mr. Miller will be asked to supply handouts of presentations when possible.

STAFF TO PROCEED WITH DRAFT OF RULES OF PROCEDURE FOR COUNCIL

Interim City Manager McLaurin explained that The Oxford Code of Ordinances requires the Board to follow *Robert’s Rules of Order* for rules governing its meeting. Robert’s Rules were intended for large public bodies and can become cumbersome for a municipal council. He suggested that the Board adopt its own operating rules using *Suggested Rules of Procedure for a City Council* by A. Fleming Bell, II. This publication modifies *Robert’s Rules of Order Newly Revised*, and incorporates required provisions of the N.C. Statutes for council meeting procedures and open meeting laws. The Oxford Code of Ordinances would be amended to incorporate an adopted Oxford Rules of Procedure for City Council. Interim City Manager McLaurin recommended that he, the City Clerk, and the City Attorney proceed with a draft document for Board review within the next 60-90 days.

COMMISSIONER WOODLIEF MADE A MOTION FOR THE INTERIM CITY MANAGER, CITY CLERK, AND CITY ATTORNEY TO PROCEED WITH A DRAFT OF *RULES OF PROCEDURE* FOR THE BOARD TO REVIEW WITHIN THE NEXT 60-90 DAYS. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

PERSONNEL COMMITTEE MEETING SCHEDULED FEBRUARY 13
REVIEW INSURANCE FOR ELECTED OFFICIALS

Commissioner Strickland asked that discussion on retired elected officials insurance be placed on the Agenda. He questioned the eligibility of Commissioner Woodlief to receive City paid health insurance now the he has been reelected to the Board. He noted confusion with actions taken in the past on this subject. Previous Boards established, and modified eligibility over the years for elected officials to receive City health insurance. The actions began in 1989 and changed several times until 2008 when all Board members, except two, became ineligible for health insurance paid by the City upon leaving the Board. Commissioner Woodlief was eligible to remain on the City health plan or Medicare supplemental plan with premiums paid by the City upon retirement. Because Commissioner Woodlief was reelected following 4 years off the Board, the question arises if he should still be eligible for paid health insurance coverage by the City, because he is no longer "retired".

Commissioner Strickland spoke about previous Boards' actions and their validity, and referred to copies of minutes and other documents. With several Board members not familiar with the history of insurance for elected officials, it was suggested that the HR Director provide copies of the information Commissioner Strickland was referencing to all Board members.

Suggestions to refer the item to the Personnel Committee instead of placing it on the agenda came with opposition. They included that the matter was a legal matter and not a policy matter and that elected officials did not fall under the same personnel guidelines as employees. It was also noted that the Personnel Committee, consisting of Commissioners Strickland, Woodlief and Harris may not be able to give an unbiased recommendation to the Board because of both Commissioners Strickland and Woodlief 's involvement in the matter. Commissioner Strickland is opposed to continuing the insurance, and Commissioner Woodlief is the recipient of the insurance.

When asked, Attorney Burnette noted that the question is very narrow. The question is the eligibility of Commissioner Woodlief to receive his City paid health insurance benefit because he is no longer a retired elected official. In reference to discussion about past Board actions, Attorney Burnette noted that what was done in the past has been done. It is background information and may not have any relevance to answering the question of eligibility to continue receiving the benefit. He thought this was a legal question and not a policy question.

After discussion about holding a Personnel Committee Meeting, a Special Meeting, or discussing it during the January 12th Regular Meeting, it was the consensus of the Board to schedule a Personnel Committee Meeting on Wednesday, January 13, 2015 at 1:15 p.m. in the first floor training room at City Hall to further discuss the matter. Copies of the materials Commissioner Strickland referenced would be available for Board members prior to the meeting. Attorney Burnette was also asked to provide his opinion on the matter.

FOOTNOTE: Following the meeting, it was determined that a Personnel Committee Meeting was not needed.

AGENDA SET FOR JANUARY 12, 2016 REGULAR SESSION

The Board set the agenda for the January 12, 2016 Regular Session. Added was a report on the financial status of the Airport Authority. A request by the NC Alliance for Retired Americans to consider a resolution opposing the Trans-Pacific Partnership was not placed on the agenda. However, the City Clerk will call and offer the option to address the Board during the public comment period.

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS OR DISCUSSION, AT APPROXIMATELY 7:15 PM., COMMISSIONER WOODLIEF MADE A MOTION TO ADJOURN THE MEETING. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED**

Barbara J. Rote, City Clerk

ATTEST:

Jacqueline vdH Sergent, Mayor