SPECIAL MEETING
November 27, 1991

A special meeting of the Elkton Town Council was held Wednesday, November 27, 1991 at 8:00 p.m. in the council chambers with the Mayor Charles E. Dean presiding. The following council members were present: J. R. Correa Jr., L. C. Life, W. E. Printz and R. L. Snow. Norma Leap, Clerk, Gerald Monger, Superintendent and Warren Pence, Chief of Police were also present.

Chief Pence reported that the Public Safety Committee had interviewed six good candidates to replace Jay Lantz as a patrolman for the police department. The committee unanimously recommends the hiring of Monte O. Dean to replace Officer Lantz.

Councilman J. R. Correa, Jr. moved, seconded by Councilman W. E. Printz to hire Monte O. Dean as a new police officer at a starting salary of $16,000.00 effective December 3, 1991. The vote was recorded as follows:

Correa	- yea	Printz	- yea
Life	- yea	Snow	- yea

Councilwoman Life, Councilman Correa and Councilman Printz all reported that they have talked with Marsha Fuller and she would be willing to accept the appointment to council to replace Henry Leap.

Mayor Dean stated that Fred Bennett would be willing to accept the appointment.

Councilman Correa stated that Miss Fuller has been interested in helping the town in a leadership role and would consider it an honor and privilege to be appointed to council. She has a great respect for the position and has demonstrated that she is capable of making tough and critical decisions through her work on the Downtown Revitalization Corporation.

Councilman Printz stated he was in agreement with Councilman Correa and felt that Miss Fuller deserves the appointment. He felt Mr. Bennett is a good candidate and should be considered later.

Other possible candidates mentioned for appointment were Benny King and Bobby Whitfield.

Councilwoman Life and Councilman Correa both felt there should be a more organized effort to obtain a list of names for possible candidates to fill a vacancy on council.

Councilwoman L. C. Life moved, seconded by Councilman R. L. Snow that in accordance with the Code of Virginia Sec. 2.1-344(1) council go into Executive Session for the purpose of discussing appointments to council. The vote was recorded as follows:

Correa	- yea	Printz	- yea
Life	- yea	Snow	- yea

Councilwoman L. C. Life moved, seconded by Councilman J. R. Correa Jr. to go from Executive Session back into Regular Session and that each council member, to the best of their knowledge, certify that only public business matters lawfully exempted from open meeting requirements under Chapter 21 of Title 2.1 of the Code of Virginia were heard, discussed or considered. The vote was recorded as follows:

Correa	- yea	Printz	- yea
Life	- yea	Snow	- yea

Councilwoman L. C. Life moved, seconded by Councilman J. R. Correa Jr. to appoint Marsha Fuller to fill the vacancy of Henry W. Leap on the Elkton Town Council. The vote was recorded as follows:

Correa	- yea	Printz	- yea
Life	- yea	Snow	- yea

Council members present were in agreement that if anyone approaches a council member regarding serving on council they be referred to Mayor Dean who will compile a list for council's consideration.

Councilman Correa reported that the Personnel Committee has completed its review of the employee handbook. The Department Heads are doing a final review of the existing handbook to see if anything from the old handbook that needs to be included in the new one has been left out. The target date to complete these revisions is December 3rd. The Personnel Officer, Mrs. Leap, has been directed to have a draft copy of the handbook ready by December 6th. to distribute to council no later than December 9th. Council will have a week to review the handbook and if no concerns or problems are presented, the committee will make a motion to adopt the draft at the regular council meeting in December to become effective January 1, 1992. This will be subject to review by the Town Attorney between the 16th of December and the 1st of the year. Councilman Correa stated he appreciated all those who helped with the handbook.

As there was no further business, the meeting adjourned.

MAYOR: Charles E. Dean
Charles E. Dean, Mayor

RECORDER: Norma R. Leap
Norma R. Leap, Clerk