

**DAYTON TOWN COUNCIL
SPECIAL CALLED MEETING MINUTES
February 19, 2019**

COUNCIL MEMBERS PRESENT: Mayor Sam Lee, Todd Collier, Zachary Fletchall, Cary Jackson, Robert Ohgren, and Tara Worthy.

COUNCIL MEMBERS ABSENT: Jeff Early

ALSO PRESENT: Joseph S. Paxton, Interim Town Superintendent

CALL TO ORDER: Mayor Lee called the meeting to order at 5:32 p.m.

DISCUSSION – INTERIM TOWN SUPERINTENDENT SEARCH

Mr. Paxton introduced Andrew D. Williams, Chief Operating Officer, Berkley Group to introduce the team that Berkley has assigned to this search process.

Mr. Williams introduced Margaret M. Schmitt, Executive Manager and Team Leader, and M. Gene Swearinger, Executive Manager, as the team to guide and assist Council in this process. Ms. Schmitt reviewed the process and discussed an overview of the program. By consensus, Council advised that Mayor Lee should be the contact for Council in this process. The Berkley Group will copy Mr. Paxton to assist in keeping Council and staff informed of the progress on the search.

CLOSED SESSION

On motion by Councilman Ohgren, seconded by Councilwoman Collier, Council entered into closed session in accordance with Section 2.2-3711(A)(1)- Discussion of the hiring and appointment of specific public officers, appointees, or employees. The subject matter is the hiring of a specific employee and the appointment of a specific public official. In accordance with Section 2.2-3711(A)(29), discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. The subject matter of the meeting is employment of a Town Superintendent including matters related to salary and benefits.

I certify that I am the Clerk of Dayton, Virginia, and that the foregoing is a true copy of a motion adopted by the Council of the Town of Dayton, Virginia on this date, upon the following vote:

AYE	NAY	ABSTAIN	NOT PRESENT	MEMBER	MOTION	SECOND
X				Mr. Lee		
X				Mr. Collier		X
			X	Mr. Daly		
X				Mr. Fletchall		
X				Mr. Jackson		
X				Mr. Ohgren	X	
X				Ms. Worthy		

Date

Clerk

Enter into closed session at 6:15 p.m.

CERTIFICATION RESOLUTION

On motion by Councilman Jackson, seconded by Councilwoman Worthy, Council returned to regular session and certified that with respect to the just-concluded closed session, and to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under The Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Council.

AYE	NAY	ABSTAIN	NOT PRESENT	MEMBER	MOTION	SECOND
X				Mr. Lee		
X				Mr. Collier		
			X	Mr. Daly		
X				Mr. Fletchall		
X				Mr. Jackson	X	
X				Mr. Ohgren		
X				Ms. Worthy		X

Date

Clerk

Back in regular session at 7:05 p.m.

SCHEDULE FOR SEARCH PROCESS

Mr. Williams outlined a tentative timetable for the hiring of a new Town Superintendent:

February 25, 2019	Draft Profile sent by Berkely Group to Town Council for review
March 1, 2019	Comments from Town Council to Berkley Group*
March 5, 2019	Profile released for formal start of search
Week of April 8, 2019	Narrow candidate list for telephone interviews
May 8 to 15, 2019	In-person interviews with finalists
June 15 to 30, 2019	Start date for new Superintendent

* - reminder that all comments are to be sent to Mayor for collation and distribution to Berkley Group.

Other Business

With there being no further business to come before council, Councilman Ohgren made a motion to adjourn, seconded by Councilman Jackson, and the motion passed unanimously.

Meeting adjourned at 7:18 a.m.

Respectfully Submitted,

Mayor, Sam Lee

Recorder/Clerk , Kimberley Clark