

**City of Baxter**  
**Special Called Meeting**  
**Baxter Visitor Center 216 Broad Street**  
**March 15, 2016**  
**5:00 p.m.**

**Agenda:**

Resolution for Charter Change for Appointment of City Recorder and Appointment of Interim City Recorder

The Mayor stated the reason for the meeting.

**1. Call to Order**

Mayor Jeff Wilhite called the meeting to order at 5:01 p.m.

**2. Roll Call**

City Recorder Stacey Austin called roll. Present were Alderman Greg Phillips, Alderman Jeff Herald, Alderman Harmon Garris, and Mayor Jeff Wilhite. Absent was Alderman Willie Allison.

**3. Agenda**

The Mayor advised the board they had been given two resolution scenarios. One would be to change the city recorder's position in the charter from elected to appointed. The other scenario was to delete the office in its entirety from the charter.

Mr. Terry Herrin, property owner and voter in Baxter, was present and advised he hasn't seen the resolutions published anywhere. The Mayor allowed Mr. Herrin to look at his copy.

Alderman Jeff Herald advised we needed to go ahead and do it all and the Mayor clarified that he meant to take the city recorder position out of the charter.

Mr. Terry Herrin spoke again advising he was a voter and he doesn't like when the board takes away anything that can be voted on. He also advised the board had made decisions that he felt were not appropriate and the board could throw out the city recorder each time the board changes.

Alderman Harmon Garris advised it could go both ways. He advised you could vote someone in and you don't know if they are going to be able to handle the job or not.

The Mayor advised he was not initially for an appointment of the city recorder but now he feels like there is a need for it.

Alderman Jeff Herald made a motion to pass the resolution to delete the city recorder office in its entirety from the charter. Alderman Harmon Garris seconded the motion. Vote: Herald – yes, Garris – yes, Phillips – yes. Motion carried.

The Mayor advised he had gotten some job descriptions from MTAS and the board would come up with their own. He advised it would take a few more meetings to get to the interview stage.

The board would need to study the job descriptions. He advised he would like to include Water Clerk Melanie Harris, Administrative Assistant Lorie Buford and City Recorder Stacey Austin.

The Mayor asked Mrs. Lorie Buford if she would be willing to put in more hours and work full-time as interim city recorder to get us through. She advised she would be.


Alderman Jeff Herald made a motion to appoint Lorie Buford as interim city recorder effective April 1, 2016. Alderman Harmon Garris seconded the motion. Vote: Herald – yes, Garris – yes, Phillips – yes. Motion carried.

Discussion was made on an increase in pay for Mrs. Buford. Alderman Jeff Herald made a motion to increase her pay to \$15.00 per hour effective tomorrow March 16, 2016. Alderman Greg Phillips seconded the motion. Vote: Herald – yes, Garris – yes, Phillips – yes. Motion carried.

Discussion was made on taking applications. The Mayor advised we need to get the resolution to the legislature and then call another meeting to work on job descriptions and pay.

With no other advertised business, the Mayor adjourned the meeting at 5:29 p.m.

Respectfully submitted,

  
Stacey M. Austin, City Recorder

Jeff Wilhite Mayor