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Benjamin Mahaffey

Attorney

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Town Clerk/Finance Officer

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Utility Clerk

Lana Penfield

Interim Chief of Police

John Micheals

Public Works Director

Joe Penfield

Code Enforcement Officer

Tina Odom

**TOWNHALL WORKSHOP MEETING MINUTES June 17rd, 2025
(Police Dept Consultation)**

Overview

- **Evaluated** the needs of the Parkton Police Dept.
- **Pay grades** and compensation structure discussed for a chief and another full time officer.
- Mention of **part-time officer** and commission options
- Emphasis on **expectations** based on the type of consulting that will be conducted

Evaluation

- Parkton Police Department is in dire need of a full time chief for many reasons.
- One full time officer is not adequate to run a police department.
- Chief Branden emphasized 3 main urgent needs; hiring a full time chief, 1 additional full time officer and reevaluation of the current part time officers pay and schedules.
- Important areas to be evaluated were the following -
 - o Policy and procedure.
 - o Audits of records, evidence and assets.
 - o Development of mitigation strategies.
 - o Review departments MOU's.

Chief Recruitment and Responsibility

- Chief Braden emphasized that the need for a full time chief versus a part time chief.
- Chiefs are responsible for the over all direction of the department.
- Should conduct themselves with integrity, fairness and professionalism.
- Key responsibilities of a chief should be leadership, vision, accountability, oversight, public trust, community relations, operational management, legal compliance, crisis management, emergency response, recruitment, training, pd culture, policy influence and reform.

Recommended Actions

- Work on the police dept budget.
- Create new pay ranges with HR.
- Move all part time officers to 1099 contracts vs w2. This will save the town money with payroll.
- Create a listing for the chief position.
- Interview and hire chief.

May 6, 2026

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- Create new hire packet.
 - Onboard a new chief.

Budget Review

Discussed adjusting the pay grade scale to appeal to more officers and a chief. See attached slides for more information.

Consulting Options

- Chief Braden and Mr. Petty presented different options for Dv8s consulting services.
 - o Option 1 – 3 month contract in which they will assist in hiring of a chief. This will include creating the job listing, reviewing resumes and narrowing down candidates. This 3 month contract will also include budget review and pay grade recommendations. This fee is \$5000.00.
 - o Option 2 – A 12 month contract that will be paid out quarterly. Each quarter the scope of work would be outlined ahead of time. The first quarter will focus on hiring a full time chief. This fee is \$16,000.00 for 12 months.
 - o Option 3 – A hourly rate of \$150 per hour as needed.

Conclusion

- Police consultation options will be added to the agenda for selection at the July 1st, 2025 Town Hall Meeting.