

Minutes from the Commission Meeting held on

October 8, 2012

The Mayor and Board of Commissioners met in regular session on October 8, 2012 at 6:00pm in the Municipal building.

**ROLL CALL**

Mayor Tony Hawn called the meeting to order with Commissioners Alan Phillips and Jerry Shirk present.

**INVOCATION**

Invocation was given by Jerry Shirk

**APPROVAL OF THE SEPTEMBER 2012 MINUTES**

**Motion** was made by Phillips, seconded by Shirk to approve the September 2012 Minutes. All Ayes

**COMMUNICATIONS FROM THE MAYOR**

There were no communications from the Mayor.

**COMMISSIONER REPORTS**

Shirk stated he had none at this time. Phillips said he had a few things when they get further along in the meeting.

**OLD BUSINESS**

**TERRY HANNER'S RESIGNATION TO RESEND**

Mayor Hawn asked Terry Hanner that it was his understanding that he wants to resend his resignation, Hanner said, " I do." **Motion** was made by Phillips, seconded by Shirk to accept Hanner's request. All Ayes

Hanner took his seat with the Board at this time.

**APPOINTMENT OF PLANNING COMMISSION MEMBERS**

Mayor Hawn appointed Alan Phillips, Pat Decker, Billy Roach, Jerry Shirk and Himself to the Planning Commission Board.

**APPOINTMENT LIBRARY BOARD MEMBERS**

Mayor Hawn appointed Melissa Parsons, Trina Phillips and Matthew Cheek to the Library Board.

## **APPOINTMENT OF BUILDING INSPECTOR DAN SCRUGGS**

Phillips said Mr. Scruggs came and talked to him last Friday and asked him to hold off on appointing him as the Building Inspector reason being he didn't want to commit to something that he would not be able to carry through with. He will let us know in the future if he wanted to be the Official Building Inspector and in the mean time he would be willing to help us out with any issues. Motion was made by Phillips, seconded by Shirk to *Table* appointment of Building Inspector Dan Scruggs. All Ayes

## **2<sup>nd</sup> VOTE ON STOPPING CONSTRUCTION ON NEW CITYHALL/POLICE DEPARTMENT BUILDING**

**Motion** was made by Shirk, seconded by Phillips to stop construction of New Building. All Ayes

## **NEW BUSINESS**

### **SEPTEMBER 2012 FINANCIAL REPORT**

**Motion** was made by Phillips, seconded by Hanner to approve September 2012 financial report. All Ayes

### **APPOINTMENT OF VICE MAYOR**

**Motion** was made by Shirk, seconded by Hawn to appoint Alan Phillips as Vice Mayor. All Ayes

### **APPOINTMENT OF NEW COMMISSIONERS**

Phillips said he stopped by Chris Schreck's home and ask him if he would be interested in filling in the vacant commissioner seat and Mr. Schreck told him he would not be interested. Phillips said he wanted it on record to say that Mr. Schreck was given the opportunity because he knows a lot of people voted for him and wanted to be clear that Mr. Schreck was given an opportunity. **Motion** was made by Phillips, seconded by Shirk to *Table* vacant seat. All Ayes

### **APPOINTMENT OF CITY RECORDER**

Phillips said based on seniority that he recommends appointing Jamie Moses as City recorder, and that she already has the credentials. **Motion** was made by Phillips seconded by Shirk to appoint Jamie Moses as City Recorder. All Ayes

Phillips then addressed the Board that he would like to say a few things about what goes with the Certified Municipal Finance Officer and that our compliance date is January 1<sup>st</sup>, 2013. He said in paragraph B, this law that was passed by the State of Tennessee addresses issues after your compliance date and since we are not passed that we find out in paragraph C that it says, "What happens if you have somebody that's certified in place and then that person leaves employment?" and that is the situation Englewood is in. We

have got a Certified Municipal Finance Officer Sondra Denton who resigned on September 10<sup>th</sup> and according to the law we have two years from that date to get someone certified in that place to maintain compliance with the law. He said we have basically till September 10<sup>th</sup> of 2014 and on the old system it took approximately two years to finish the program which is the one Sondra Denton took. He further stated it involves going to eleven classes and taking eleven tests. One class is a mandatory attendance class. That is the Government Entity class. The other ten classes are optional attendance; however, you do have to pass the tests. He said with the old system it took about two years because they only had class every other month. He said that he spoke with Brad Harris with MTAS who used to be the City Finance Director with Athens and he told him that they are tweaking the system this coming January so that you can get certified within one year which what it bulls down to is one class a month and it would be my recommendation to have Jamie Moses attend these classes so she can be a Certified Municipal Finance Officer and I also recommend that we send Ramona Wright to these classes as well. Phillips also stated that you can have as many people as you want certified and that he plans on attending these classes to and that he will be paying for his classes out of his own pocket and that it never hurts to have a plan B. He further stated that it cost \$75.00 tuition per class which totals around \$825.00 plus a little bit of gas money to get to Loudon and back. He said it's not breaking the bank to send an extra person and that we do have to send at least one person and that he would really like to get some support on that and that was all he had to say about the Certified Financial Officer and thinks it would be a great idea to have two of them.

#### **APPOINTMENT OF CITY ATTORNEY**

Mayor Hawn stated that he would like to interview more and asked for a motion to *Table* until they could have a work session. **Motion** was made by Hanner, seconded by Phillips to *Table*. All Ayes

#### **STATUS OF TOWN MANAGER POSITION**

Mayor Hawn stated that they haven't had time for a work session or to interview anybody. They do have a few applicants and that right now the Board and himself are handling this position and that they are going to hire a Town Manager. **Motion** was made by Hanner, seconded by Shirk to *Table* discussion until they have a work session. All Ayes

#### **POLICE DEPARTMENT REPORT**

Mayor Hawn stated that Police Chief Wright was in court and there is no report.

#### **FIRE DEPARTMENT REPORT**

Fire Chief Billy Roach read the September 2012 fire report.

#### **ANY OTHER BUSINESS TO LEGALLY COME BEFORE THE BOARD**

Commissioner Phillips discussed the \$400,000.00 that is sitting in the bank. He said he talked to Warren Nevad with MTAS and asked him about the money and the CMFO requirements. Phillips said Mr. Nevad told him he didn't know the answer and that he

would give Phillips questions to Brad Harris. Phillips stated that Mr. Harris said that the town would have to pass a resolution that we are not going to build a building, but use part of the funds for renovations and pay the remainder back. Phillips also said he told Mr. Harris that in the summer the Town dipped into the reserve fund pretty heavy in paying off a \$1,000,000.00 note 10 years early which was around \$385,000.00 and wanted to know if the Town would be able to use the money on other Capital Outlay projects; for example build sidewalks and parks. Phillips said Mr. Harris advised him to contact Mary Collier who works with Bond issues. Phillips stated that the Board wants to be good stewards of the tax payers money and don't want to do anything out of line or illegal. Phillips also said there will be a work session on October 19<sup>th</sup>, 2012 at 6:00 pm to discuss how much of the money we need to use for the Town. At this time several citizens advised the Board of their request as to where the money is much needed. Buck Cook asked if some of the money could be used to fix Niota Road and have the Town updated. Phillips advised Mr. Cook that they had already agreed to have Rogers Group pave a portion of Niota Road from the bottom of the hill where Dan Lee lives to the top of the hill in front of Kenny Dickson's house. Mayor Hawn said that the paving should be done within two weeks. Matthew Cheek also said he would like to see the baseball fields included in the use of the funds too.

Phillips then spoke on the \$100,000.00 Energy Grant that the City has been approved for. He stated that the specifications for bids were underway and it all has to be done by January 31<sup>st</sup>, 2012.

## **ADJOURNMENT**

**Motion** was made by Hanner, seconded by Phillips to adjourn the meeting. All Ayes

Tony Hawn  
Mayor

Jamie Moses  
Recorder