

The Mayor and Board of Commissioners of the Town of Englewood met in regular session on Monday October 13, 2014 at 6:00PM. The meeting was held in the Community Center Room inside the Municipal Building.

Call to Order

Mayor Hawn called the meeting to order.

Roll Call

City Recorder Haley Guidry gave roll call with commissioners Wes Atwell, Jerry Shirk, Richard Raper and Alan Phillips present. Also present were Town Manager Jamie Moses and Police Chief Gary Miller.

Invocation

Invocation was given by Shirk.

Communication from the Mayor

There were no communications from the Mayor.

Presentation of Newly Elected Commissioner Richard Raper

Mayor Hawn recognized the new commissioner, Richard Raper.

Commissioner Reports

There were no commissioner reports.

Approval of September Minutes

Motion was made by Phillips, seconded by Atwell to approve the September 2014 Minutes. All Ayes.

New Business

Library Grant

Librarian Rachael Jones addressed the board asking for approval to apply for a grant. The grant would allow her to attend a TLA conference in Memphis for professional development. The grant would also reimburse all travel and conference related expenses up to \$500.00. **Motion** was made by Phillips, seconded by Shirk to approve the grant application. All Ayes.

Library Winter Hours

Librarian Rachael Jones then addressed the board regarding the libraries winter hours. Jones presented the board with a study she had done regarding how many people come into the library each day. Saturday's were very low in attendance. The proposed hours would be effective November 1st, 2014 through March 4th, 2015. The hours would include closing on Sunday, Wednesday and Saturday, open Monday and Friday 11:00 AM – 6:00 PM, Tuesday and Thursday 11:00 AM – 7:00 PM. **Motion** was made by Shirk, seconded by Raper to approve the change of the library winter hours. All Ayes.

Discussion Regarding Possible Changes to the Town Charter

Town Manager Moses explained that changing the restriction regarding the Town Manager being required to live inside the city limits to being required to live inside McMinn County would be one example of things that the board may want to consider changing in the Town Charter. She requested that the commissioners look through their books to see if there are any other changes that they think should be made. **Motion** was made by Phillips, seconded by Atwell to *Table* this matter until the next meeting. All Ayes.

TDOT Grant – Multi Modal Access Grant

Town Manager Moses explained that this is a grant that would allow the town to repair sidewalks. The grant would also take care of the removal of sidewalks. They would apply for \$250,000.00. **Motion** was made by Phillips, seconded by Shirk to approve the grant application. All Ayes.

Appointment of City Recorder

Town Manager Moses appointed City Clerk Haley Guidry to City Recorder. Moses stated that Sondra Denton's last day was Wednesday 8, 2014 and that Guidry was taking her place as City Recorder. **Motion** was made by Phillips, seconded by Shirk to approve the appointment of City Recorder. All Ayes.

Paul Huffer

Mr. Huffer asked the board if they could wave his court costs from a citation that he had received for his tags being out of date. He had already been to court and Judge Derrick Green had already made his ruling on the citation. The board agreed that they could not override the Judge's decision.

Financial Report

Guidry presented the September 2014 Finance Report. **Motion** was made by Phillips, seconded by Atwell to approve the September 2014 Finance Report. All Ayes.

Police Dept. Report

Police Chief Gary Miller presented the September 2014 Police Department report.

Fire Dept. Report

No Fire Department report was given.

McGill & Associates Proposal for Engineering Services Sanitary Sewer Collection System Rehabilitation

Town Manager Moses explained the need to rehabilitate approximately 500 feet of 12 inch diameter sewer trunk line and two (2) manholes. McGill will prepare a preliminary cost estimate and the technical scope of the project resulting from the preliminary determinations to assure a good understanding and coordinate such information with Englewood. **Motion** was made by Phillips, seconded by Shirk to spend \$5,500.00 to contract with McGill to start the sewer rehab. All Ayes.

Citizen Comments

Jessy Bookout came before the board asking about a \$3,000.00 water bill that he received. Bookout stated that the leak was caused by the hot water heater, and that the water was going out of his garage door. The leak was located inside of the house. Town Manager Moses explained that City Hall had attempted to contact the owner, Curtis Bookout, and had no success. They were unaware that Mr. Bookout was deceased, and that his son, Jessy Bookout, had been making the payments. Commissioner Phillips stated that it was the home owner's responsibility to notify City Hall when someone had passed away, and to get the utilities switched into their name. Phillips then stated that Ordinance No. 04-14-14-81 states that if there is a leak inside of a customer's home, no adjustments will be made since it would not be considered a hidden leak. They informed Mr. Bookout that he would be able to go to City Hall to make a payment agreement.

Adjournment

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

Mayor

Recorder