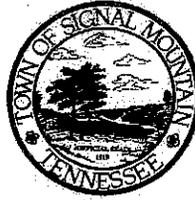


DICK GEE  
Mayor

PHILLIP A. NOBLETT  
Town Attorney

BOYD VEAL  
Town Manager



BILL WALLACE  
Vice Mayor

BILL LUSK  
Councilmember

CHRIS J. HOWLEY  
Councilmember

ROBERT SPALDING  
Councilmember

## Town of Signal Mountain

1111 RIDGEWAY AVENUE  
SIGNAL MOUNTAIN, TENNESSEE 37377  
423-886-2177

### WORK SESSION OF SIGNAL MOUNTAIN TOWN COUNCIL, FRIDAY, June 24, 2016 TOWN HALL, AT 12:30 p.m.

#### AGENDA

1. Call to Order
2. Pledge
3. Invocation
4. Roll Call
5. Resolutions
  - a. Adopting Internal Controls Policy Manual
  - b. Authorizing Contract – SunLife Dental
6. Discussion
  - a. MACC Building(s) and Assessment of Town Facilities
  - b. Debt Policy Revisions
  - c. Centennial Celebration Committee Term
  - d. Uncollectible Accounts Policy
7. Board Liaison Reports
8. Manager's Report
9. Tentative Agenda for July 11, 2016 Regular Meeting
10. Other Business
11. Adjourn

RESOLUTION NO.: \_\_\_\_\_

A RESOLUTION TO ADOPT THE TOWN OF SIGNAL MOUNTAIN  
INTERNAL CONTROLS MANUAL AS THE OFFICIAL INTERNAL  
CONTROLS POLICY DOCUMENT FOR THE TOWN OF SIGNAL  
MOUNTAIN.

---

WHEREAS, *T.C.A.9-18-102* requires local governments to establish internal controls policies; and

WHEREAS, the Town Council wishes to provide reasonable assurance that assets are safeguarded against misappropriation and unauthorized use, that obligations are met in a timely manner, that all transactions are properly recorded and accounted for, and that accurate and reliable financial reports are prepared; and

WHEREAS, the Finance Director for the Town of Signal Mountain has documented the Town's internal controls practices into policy format, identified and addressed deficiencies and insured compliance with applicable laws, regulations and requirements of the State of Tennessee; and

WHEREAS, the internal controls policies have been compiled and organized to develop the Town of Signal Mountain Internal Controls Manual;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Signal Mountain that the following are hereby approved:

SECTION 1. The Town of Signal Mountain Internal Control Manual is hereby adopted as the official internal controls policy document for the Town of Signal Mountain. A copy of the manual shall be attached hereto and is incorporated by reference.

SECTION 2. The Town Manager is authorized to update and amend the Town of Signal Mountain Internal Control Manual as necessary to insure continued compliance with applicable laws, regulations and requirements of the State of Tennessee and to broaden the application of control policies to other Town functions and processes.

\_\_\_\_\_  
Dick Gee, Mayor

\_\_\_\_\_  
Recorder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

RESOLUTION NO.: \_\_\_\_\_

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A RENEWAL CONTRACT WITH SUN LIFE FINANCIAL INSURANCE COMPANY FOR DENTAL INSURANCE COVERAGE FOR TOWN OF SIGNAL MOUNTAIN EMPLOYEES AT THE RATE OF \$26.50 PER MONTH FOR INDIVIDUAL EMPLOYEES AND \$82.44 PER MONTH FOR EMPLOYEES AND THEIR FAMILIES EFFECTIVE JULY 1, 2016 THROUGH JUNE 30, 2017.

---

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SIGNAL MOUNTAIN, TENNESSEE, that the Town Manager be and is hereby authorized to enter into a renewal contract for dental insurance coverage for the Town of Signal Mountain employees for the term of July 1, 2016 through June 30, 2017 to Sun Life Financial Insurance Company. The cost of this dental insurance coverage shall be at the rate of \$26.50 for individual employees and \$82.44 per month for employees and families.

\_\_\_\_\_  
Dick Gee, Mayor

\_\_\_\_\_  
Recorder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date