

*****December 2, 2011*****

The Signal Mountain Town Council held a special agenda meeting on Friday, December 2, 2011 at 9:30 a.m. Those present were:

Mayor Bill Lusk
Vice Mayor Susan Robertson
Councilmember Annette Allen
Councilmember Dick Gee
Councilmember Bill Wallace

Others present were: Town Manager Honna Rogers
 Town Recorder Mark Johnson
 Others (as noted)

The meeting began with a tour of the Mountain Arts Community Center (MACC). At 10:30, the meeting was continued at Town Hall.

The December 12, 2011 regular meeting agenda was discussed as follows:

- Fiscal year 2010-2011 audit report presentation.
- Board appointments and reappointments. The needs of the boards and the qualifications of the various applicants were discussed.
- First reading of the Memorial ordinance. The Council discussed some minor changes to the policy, including renaming it the "Donation Policy" as it primarily concerns donations, not just memorials. The Council also discussed how we account for cash donations.
- First reading of the sign ordinance. Karen Rennich, Design Review Committee Chairperson, was present to present the proposed final sign ordinance draft to the Council. She reviewed the updates being made, including those allowing for new technologies, application submittal requirements, and sign definitions. Town Attorney Phil Noblett was present and discussed proposed revisions for sections involving sign types and sizes, time frames for DRC action on requests, and definitions. The Council also discussed how variances are addressed.

Ms. Rogers informed the Council that if the required MACC sprinkler system is to be installed, it would need to be budgeted for the next fiscal year at a cost of approximately \$100,000. Councilmember Gee mentioned that the MACC Foundation might be able to raise a total of \$30,000 toward this expenditure. The Council agreed to pursue the project.

Town Intern Rebecca Buxton was present to summarize and review the activities she performed during her employment as a semester intern from UTC. She noted the following:

- A citizen communication project that explored new technologies for communication such as social media and QR codes and a related social media policy.
- A draft employee survey.
- TOSHA regulation compliance.
- Police Department standard operating procedures.

The Council discussed Ms. Rogers' performance goals. Ms. Rogers reviewed her goals as follows:

- Completing long-term plans for ongoing building repair and maintenance.
- Developing a water line replacement plan.
- Writing TOSHA policies and providing training.
- Developing departmental five-year capital funding plans.
- Completion of the CMFO program.

The Council discussed the status of the sewer extension plan and WWTA lateral program. Ms. Rogers noted that the sewer extension plan is complete and the Council must next consider whether to pursue improvements. She noted that the lateral program is about one-third complete.

Ms. Rogers noted that the Signal Mountain Community Guild requested an outdoor sign designating its entrance. The Council agreed to have the DRC review this.

Councilmember Wallace noted that he recently spoke to a Cub Scout troop about civics and asked if the Council would want to invite the troop or individual scouts to lead the pledge of allegiance at the December 12th and, possibly, all future meetings. The Council agreed that was a good idea, and Mr. Wallace said he would contact the troop.

With no further business, the meeting was adjourned.



Bill Lusk, Mayor



Recorder