

*****January 28, 2014*****

The Signal Mountain Town Council held a special agenda meeting on Tuesday, January 28, 2014 at 10:00 a.m.

Those present were: Vice Mayor Susan Robertson
Councilmember Annette Allen
Councilmember Dick Gee
Councilmember Bill Wallace

Others present were: Interim Town Manager Boyd Veal
Finance Director/Recorder Carol White
See attached list for others present

The February 10, 2014 regular meeting agenda was discussed as follows:

- Beer Board
- Ordinance – Zoning Changes – Second Reading

DISCUSSIONS

Interim Town Manager Boyd Veal informed the Council that staff had conducted a thorough review of the vehicle replacement plan. The review establishes certain criteria and guidelines for the evaluation of vehicles and equipment replacement and includes replacement costs, useful life and maintenance costs. The review also initiates an increase in replacement costs for those vehicles that have associated equipment essential to the operation of the vehicle, such as lights and sirens for emergency vehicles. In addition, a Vehicle and Equipment Replacement Policy was created to establish Town guidelines.

Mr. Veal presented the Council with a five year projection of the anticipated fund balance for the Vehicle Replacement Plan. He stated that the projection is a worst case scenario, outside of an emergency purchase. In addition, Mr. Veal explained that this fund was affected by the purchase of a fire truck last fiscal year. He noted that there will be a decrease in the fund balance over the next two years. He said that the current projection shows what the fund will do outside of any additional revenue, such as the sale of replaced vehicles or equipment.

Councilmember Gee noted that there is almost one million dollars in scheduled expenditures indicated in next fiscal year. Mr. Veal explained that the large portion of that expense is to replace the ladder truck in the Fire Department. Mr. Veal stated that after fiscal year 2016 the fund becomes increasingly strong.

Mr. Veal informed the Council that during the review, he realized that several vehicles scheduled for replacement in the current fiscal year will cost more than the current plan provides for. The increased total is an additional \$92,000. The Council agreed that the increased costs are warranted and needed. Vice Mayor Robertson made a motion to approve the additional expenditures. The motion failed due to lack of a second. In discussion, the Council agreed that since current expenditures are below budget

that a vote isn't required. Staff should go ahead and make the purchases that are necessary and provide a budget amendment for the Council to consider later.

Fire Chief Eric Mitchell and Recreation Director Jarred Thompson presented the Council with a comprehensive list of needed repairs and upgrades to Town facilities. Chief Mitchell explained that the higher priority items are safety related concerns followed by preventative maintenance projects. Mr. Thompson stated that there were projects on the list that can be performed by Town staff.

The Council discussed individual items from the list. Among the many items discussed was seating at several of the recreation sites. Mr. Thompson explained that current seating consisting of tires and timbers covered with creosote is now considered unsafe. Replacing the seating would benefit the Town when applying for grants. He also explained that replacing the roof at the police and fire building is a priority because of dips and sags that collect water have led to rot and decomposition of the roof. Following further discussion, the Council requested the list be prioritized and a multi-year schedule established.

Mr. Veal stated that he had spoken with Barb Storm, MACC Director, to assess whether the Town would manage and operate the Hodgepodge next year or whether to look for an outside vendor to take over. He presented the Council with a summary of the financials for this year's Hodgepodge indicating projected revenue of \$2,694.36. Mr. Veal explained that the summary did not include the staff time put in by MACC and Recreation Department personnel.

After discussion the Council determined that there was no incentive for the Town to operate the event again next year. Councilmember Gee made a motion that the Town not manage and operate Hodgepodge. Councilmember Allen seconded the motion. All present being in favor, the motion passed.

Mr. Veal explained that Ms. Storm had completed an historic preservation grant application for renovations and repairs that are needed by the MACC such as the sprinkler and alarm system. The grant application has a submission deadline of Friday, January 31st. He informed the Council that this application requires the Town to execute a preservation agreement to maintain and preserve the MACC and to allow public access for a period of time which to be determined if the grant is awarded and accepted.

Ms. Storm explained that the MACC is listed on the National Historic Register as a significant local site. This designation means that restrictions are less strict, but that the Register does require the property owner to maintain the historic aspects of the building as much as possible. Still, the Register allows exemptions for materials that are no longer available or if the Town cannot afford to replace them. Ms. Storm explained that she has spoken to Melissa Mortimer of the SE Development District, who stated that this grant was a perfect fit for the town because of its safety and preservation aspects.

Ms. Storm informed the Council that the 60/40 grant request is in the amount of \$327,500, which means that the Town is obligated to a match of \$131,000. She also explained that it could be as late as August before the Town would know if it had been awarded the grant.

Vice Mayor Robertson stated that Ms. Storm had done a fantastic job in her completion of the grant application. Ms. Storm thanked Sandy McCrae for all her assistance. Councilmember Allen also stated that Ms. Storm had done a great job.

Vice Mayor Robertson made a motion to authorize the Interim Town Manager to sign and submit the grant request. Councilmember Allen seconded the motion. All present being in favor, the motion carried.

Mr. Veal explained to the Council that he has met with Lew Waddey of the Library Foundation. Mr. Waddey informed the Council that the Library Foundation was in the process of getting registered with the State with the help of an organization called SCORE (Service Core of Retired Executives) that Councilmember Allen had recommended he contact. Mr. Waddey stated that the staff at SCORE indicated it would be two to three months to get properly registered as a 501(c)3 organization.

Mr. Waddey explained that in the meantime, the Library Foundation has started a marketing and community awareness program assisted by a program called "Geek the Library", which is a national program partially funded by Bill and Melinda Gates used by 1,700 libraries around the nation.

Mr. Veal explained that a memo from Fire Chief Eric Mitchell regarding the fire station feasibility study was included in the meeting information provided to the Council. He explained that in 2010 a study was done relative to providing fire protection to the proposed annexed areas. That report indicated a need for a fire station in that area following annexation.

Mr. Veal said that the Town has fulfilled its obligation to perform a fire station location study within twelve months of the annexation. The results of that study are being compiled by the University of Tennessee Municipal Technical Advisory Service (MTAS) and a report from them will be available within the next few months.

Chief Mitchell stated that the big issues are coverage and fire suppression standards as set out by the Insurance Service Office (ISO) and the National Fire Protection Association (NFPA). He expressed some concern regarding the length of time currently needed to respond to emergency calls from the high school, Windtree and Fox Run areas.

The Council discussed the feasibility of the property set aside for the new fire station. Chief Mitchell stated that the property is in a good location for today and for future growth. He stated that a fire station at that location would cut response time in half to the high school.

Mr. Veal explained that there would be no immediate need for additional staffing or equipment as the current fire station houses two engine crews. Therefore, the new station would be staffed by one of the existing crews and engines.

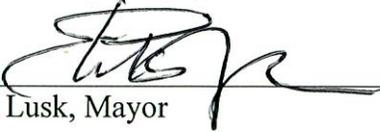
Councilmember Wallace asked about the status of leaf pickup. Loretta Hopper, Public Works Director, informed him that there are three trucks with three men crews currently working on leaf pickup. There have been delays due to leaves freezing to the ground and safety issues due to the icy conditions. Councilmember Wallace asked if the crews work on Saturdays. Ms. Hopper explained that no overtime is budgeted after Christmas.

Councilmember Wallace asked about the status of the evaluation for Phil Noblett, Town Attorney. Mr. Veal explained that the evaluation had been forwarded to the Mayor.

Councilmember Wallace inquired as to the process to hire a new Town Manager. Vice Mayor Robertson stated that the Council should wait until Mayor Lusk could be in attendance at a meeting. Meanwhile, she recommended that Mr. Wallace give him a call to discuss any questions he may have.

Councilmember Wallace said that he would like to rotate some or all of the Council's Board liaison positions. Vice Mayor Robertson and Councilmember Allen stated that they are happy with their Board liaison positions. However, Vice Mayor Robertson stated that she would be willing to rotate off of the DRC after the Design Review Standards have been completed.

There being no further business, the meeting was adjourned.



Bill Lusk, Mayor



Recorder