

The Signal Mountain Town Council held a special agenda meeting on Friday, May 23, 2014 at 10:00 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 Boyd Veal
Finance Director/Recorder Carol White
See attached list for others present

Town Manager Boyd Veal opened the meeting with a discussion related to hiring Town employees, which the Council agreed was his responsibility and not theirs. Next, the Council discussed a tentative agenda for the June 9, 2014 regular meeting.

President of the MACC Board, Sandy McCrea, presented the Council with the MACC's 2014 Five-Year Strategic Plan as follows:

- Goal #1:** Establish a Volunteer Coordinator to develop a volunteer support staff.
- Goal #2:** Improve the MACC website and add an on-line payment capability.
- Goal #3:** (1) Establish a cooperative relationship with Signal Mtn. schools that fosters volunteerism and provides a venue for the schools and the community at large.
(2) Identify instructional needs within the MACC's mission that are not currently served in the community and fulfill those needs.
- Goal #4:** Assess the strengths and weakness of the current String Camp and from that develop a program model that will address and fulfill the music and arts' education needs of the community.
- Goal #5:** Identify persons interested and willing to become supporters and fundraisers for the improvement and advancement of the MACC programs and facilities.

Following a general discussion of the MACC's goals, Vice Mayor Susan Robertson suggested that once the goals are fleshed out, the Strategic Plan could be presented to the public during a regular meeting of the Council. Council members expressed their belief that the MACC Board has done good work and put forward thoughtful goals.

Mr. Veal informed the Council that according to Town Code it is a municipal offense to have alcohol on town property except at the MACC. Alcohol service at the MACC is allowed after issuance of a permit by the Town Council. However, there is a lot of ambiguity in the applicable ordinances. For example, one ordinance states that the Town Council can issue permits; however, the Council can only issue permits for beer but not for wine or liquor. In addition, Mr. Veal said that there is conflicting language and fee variance in the ordinances. He stated that the Tennessee Alcohol and Beverage Commission (ABC) has declared that they do not issue special or temporary permits for individuals or

organizations other than non-profits. Mr. Veal explained that further investigation is required before he can recommend protocols and guidelines for serving alcohol at the MACC to the Council at this time.

Ms. McCrea informed the Council that the MACC Board has also spoken with ABC and is currently reviewing the information it has obtained. She requested time to evaluate and review the options available and to report back to Mr. Veal and the Council at a later time.

Resolutions

1. "A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO SOUTHERN PIPE AND SUPPLY FOR WATER METERS OF VARIOUS SIZES FOR AN AMOUNT NOT TO EXCEED FORTH SEVEN THOUSAND SIXTY DOLLARS (\$47,064.00)."

Mr. Veal explained that there was a significant difference in pricing between one-6" meter and eight-2" meters among the bids received. His recommendation is to purchase the remaining 856 smaller meters at this time and to re-evaluate the costs for the larger meters at a later time.

Councilmember Gee motioned to approve the resolution. Councilmember Wallace seconded the motion. All present being in favor, the motion was approved.

2. "A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO STRAIGHT-LINE STRIPING FOR THE STRIPING OF APPROXIMATELY 23 LINEAR MILES OF STREETS IN THE TOWN IN AN AMOUNT NOT TO EXCEED EIGHT THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$8,600.00) AND AUTHORIZING THE TOWN MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION WITH THIS AWARD."

Vice Mayor Robertson motioned to approve the resolution. Councilmember Allen seconded the motion. The motion was approved unanimously.

3. "A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO WRIGHT BROTHERS FOR THE PAVING OF VARIOUS STREETS WITHIN THE TOWN IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00) AND AUTHORIZING THE TOWN MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION WITH THIS AWARD."

Councilmember Gee motioned to approve the resolution. Councilmember Wallace seconded the motion. All present being in favor, the motion was approved.

Ordinances

1. "AN ORDINANCE TO AMEND ORDINANCE NO. 2013-10, ENTITLED THE "FY 2013-2014 BUDGET ORDINANCE," SO AS TO PROVIDE FOR CERTAIN ADDITIONAL REVENUES AND EXPENDITURES IN THIS BUDGET YEAR."

Mr. Veal informed the Council that this Ordinance addresses year end projections that will change those included in the FY 2014-2015 Budget Ordinance. Town Attorney Phil Noblett has determined that

changes are allowable because these projections are only included as supporting information in the new budget ordinance.

Councilmember Wallace motioned to approve the first reading of the Ordinance. Councilmember Gee seconded the motion. All present being in favor, the motion passed.

Discussion

Mr. Veal informed the Council that he had met recently with Bob Citrullo, Executive Director of the Humane Education Society (HEC), regarding a service contract with the Town. Mr. Veal explained to the Council that he is still negotiating some changes in a draft agreement. He explained that the proposed agreement will cost approximately \$9,900.00. Under this agreement, the HEC will take in resident-surrendered animals for a \$50.00 fee; assist the Police as requested; respond 24/7 to vicious animal reports; provide education to residents of the Town; and at no cost, will take in strays when the Town is unable to locate owners.

Councilmember Gee made a motion to support the efforts of the Town Manager in negotiating a contract with the Humane Education Society. Mayor Bill Lusk seconded the motion. All present being in favor, the motion passed.

Mayor Lusk left the meeting at this time.

Mr. Veal explained that the current job descriptions for department heads states that they are responsible for writing "...comprehensive job descriptions for any new position or change in an existing position to submit to Town Manager for review and/or recommendation to the Town Council for approval." Mr. Veal stated that he wishes to amend the language to delete "...for review and/or recommendation to the Town Council for approval" because it is the Town Manager's responsibility to approve job descriptions, not the Town Council. The Council agreed that the amendment should be made.

Finance Director/Recorder Carol White, asked the Council for information regarding the current valuation of the MACC for liability insurance. The current valuation is a stated amount and not dependent on the actual appraised assessment. After discussion of different methods of valuation, it was determined that Ms. White will obtain cost estimates from the insurance carrier for various valuation options.

Fire Chief Eric Mitchell presented the Council with the study performed by MTAS on the need for a second fire station in the Town following the annexation of the Windtree and Fox Run subdivisions. Mr. Veal informed the Council that the report calls for additional engines and personnel to staff a second fire station. Chief Mitchell described the Plan of Services Agreement that led to the study. He then guided the Council through the various sections in the study and discussed the criteria involved in an ISO (Insurance Service Organization) rating. Chief Mitchell concluded his presentation by reiterating the study's recommendation that the new fire station have an additional engine company, which will require additional personnel and apparatus.

Mr. Veal informed the Council that he has met for a second time with Ed Garbee in regard to the MACC. In addition, he will be meeting with the March Adams Company to finalize the sprinkler and alarm design. He stated that these plans are almost ready to send to the Fire Marshall.

Mr. Veal explained to the Council that he has been asked who has the "ownership" of the name Hodgepodge. After some discussion, Vice Mayor Robertson said she will try to contact Levene Guthrie to see what she intended when she gave the Hodgepodge event to the MACC and if she has any documentation.

There being no further business, the meeting was adjourned.



Mayor Bill Lusk



Recorder