

**City of Baxter
Regular Meeting Minutes
City Hall 200 Main Street
March 3, 2016
6:00 p.m.**

Opening of Meeting, Invocation, Pledge of Allegiance

Police Chief Danny Holmes opened the meeting and Mr. Bobby Lane led the Pledge of Allegiance.

1. Call to Order

Mayor Jeff Wilhite called the meeting to order at 6:00 p.m.

2. Roll Call

City Recorder Stacey Austin called roll. Present were Alderman Greg Phillips, Alderman Willie Allison, Alderman Jeff Herald, Alderman Harmon Garris, and Mayor Jeff Wilhite.

3. Approval of Minutes

Alderman Jeff Herald made a motion, seconded by Alderman Harmon Garris to accept the minutes of the regular meeting on February 4, 2016 with the one correction under New Business on the motion with Harmon Garris listed as making and seconding the motion and the minutes of the special called meeting on February 25, 2016 and to dispense with the reading.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris –yes. Motion carried.

4. Comments and Grievances from Citizens

None.

5. Communications from the Mayor

The Mayor reported he checked with the state on the SIA road to see if it could be extended further because of a net increase in jobs and the answer was no.

6. Reports from committees, members of the Board of Mayor and Aldermen, and other officers.

None.

A. Bills for Approval

Alderman Willie Allison made a motion, seconded by Alderman Jeff Herald to pay the bills.

Vote: Phillips – yes, Allison –yes, Herald – yes, Garris –yes. Motion carried.

B. Purchase Order Requests

Fire – Emergency Vehicle Specialists, Walker’s Diesel (2), Police – Nashville Communications, Street – Potters, Sandusky Sales, Sewer – Labtronix, Inc.

Alderman Harmon Garris made a motion, seconded by Alderman Willie Allison to approve the purchase order requests.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

C. Leak Adjustment Approvals

Samuel Branch, Cookeville Housing Authority, Jonna Holloway

After review and discussion, Alderman Harmon Garris made a motion, seconded by Alderman Greg Phillips to approve the leak adjustments.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

7. Old Business

A. After review and discussion of the agreement between the City of Cookeville and the City of Baxter for the City of Cookeville to provide maintenance on traffic signals, caution lights, and crosswalk lights, Alderman Jeff Herald made a motion to approve the agreement. Alderman Willie Allison seconded the motion.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

B. The Mayor discussed the need for Ward Mill Road to be paved to the city limits and Anderson Lane. Alderman Jeff Herald suggested waiting on Ward Mill Road because it might be affected by the sewer project and so it was stated to wait on it. On finding out whose responsibility it is to maintain the pavement in front of Love's Travel Stop, the Mayor advised Alan Wolfe with TDOT has turned it over to Bo Hoskins with the local TDOT office.

C. Alderman Jeff Herald made a motion, seconded by Alderman Willie Allison to pass 2nd and final reading of Ordinance 2016-1 “an ordinance correcting previously adopted ordinances that amended the general & special operating funds budget for FY 16.”

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

D. Alderman Harmon Garris made a motion, seconded by Alderman Greg Phillips to pass 2nd and final reading of Ordinance 2016-2 “an ordinance amending the annual operating budget of the general & special revenue funds budget for FY 16.”

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

E. The Mayor advised the board he has spoken to State Senator Paul Bailey and State Representative Ryan Williams and they will do everything to get the charter change through the legislative session. The Mayor stated before Attorney Henry Fincher did the resolution he wanted to see if the State's attorney wanted to do it. State Representative Ryan Williams was going to have the State's attorney contact the Mayor. The Mayor advised he has not contacted him yet. The Mayor advised Warren Nevad with MTAS suggested Finance Consultant Ralph Cross might be able to come in and help with some training. The City Recorder advised she thought Al Major was really supposed to be the finance consultant for this area and she is going to get the Mayor his contact information. It was discussed to have a work session or special called meeting with MTAS to help with qualifications.

Alderman Harmon Garris made a motion, Alderman Jeff Herald seconded the motion to accept City Recorder's resignation.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris –yes. Motion carried.

New Business:

A. After discussion of building two new temporary electrical services for use during the Harvest Festival, Alderman Harmon Garris made a motion, seconded by Alderman Jeff Herald to do two more services.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

B. Discussion was made on a building for the Senior Citizens. The Mayor asked Mrs. Frieda Harris with the Senior Citizens about the building owned by Tammie and Joey Pullum. She advised in her opinion it would take a lot of work and maintenance. Discussion was made on the possibility of building a metal building, but a spot of land would be needed. She advised she felt like there needed to be a meeting between herself, Senior Citizen's Director Barbara Lee and Putnam County. The board wanted to know what the Senior Citizens and Putnam County would be willing to commit to. Discussion was made about reoccurring costs such as insurance and utilities.

C. After review of the amounts for the Denning and Cantrell contract to audit FY 2016, Alderman Jeff Herald made a motion to approve the contract, seconded by Alderman Greg Phillips.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – no. Motion carried.

Fire Chief Matt White asked for permission to apply for a forestry grant with a 50% match. Alderman Jeff Herald made a motion, seconded by Alderman Willie Allison to allow him to apply.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.

Alderman Jeff Herald asked the Chief about staffing. He advised we have someone working Monday through Friday 9 a.m. to 6 p.m. He advised we are looking for a live in, but most that are interested don't have the qualifications.

Alderman Willie Allison commended the employees for their work and asked supervisors to let employees know that we appreciate them.

The Mayor advised he had the Sewell building appraisal. He also advised Mrs. Jeanie Lee left her Friends of the Depot/Beautification Committee report. The Mayor summarized her report to the board.

With no other business, the Mayor adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Stacey M. Austin
Stacey M. Austin, City Recorder

Jeff Wilhite
Jeff Wilhite Mayor