

City of Baxter
Regular Meeting Minutes
City Hall, 200 Main St.
June 2, 2016
6:00 p.m.

Opening of Meeting, Invocation, Pledge of Allegiance

Police Chief Danny Holmes opened the meeting and 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

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

3. Approval of Minutes

Alderman Herald made a motion, seconded by Alderman Allison, to accept the minutes of the regular meeting held on May 5, 2016 and to dispense with the reading.

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

4. Comments and Grievances from Citizens

Freda Harris thanked the city for providing a sign for the Senior Center.

5. Communications from the Mayor

Mayor Wilhite mentioned that a special called meeting needs to be held as soon as possible for the first reading of the FY 2016-2017 budget. The proposed budgets for each department and the revenue estimates indicate a \$146,000 deficit. He suggested having MTAS or an accountant assist in finishing the budget. Alderman Allison made a motion, seconded by Alderman Herald, allowing the mayor to seek help with finalizing the budget.

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

Mayor Wilhite mentioned that four resumes have been received for the position of City Recorder. After discussion, the Board determined that the city would continue advertising the position for at least two more weeks and that interviews would be conducted at a later date.

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

Alderman Herald commended Librarian Sarah Lewis for her work with children's programs at the library.

Alderman Allison commended the Fire Department for its swift response to an emergency call at his home.

Tom Bennett mentioned that the prospective project at the intersection of Highways 56 and 70 is still in progress and may be announced in the near future.

Alderman Herald made a motion, seconded by Alderman Garris, to appoint Mr. Bennett as City Engineer if he would be interested in the position. Mr. Bennett agreed to accept the appointment.

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

A. Bills for Approval

Alderman Allison made a motion, seconded by Alderman Phillips, to approve the bills.

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

B. Purchase Order Requests – Sewer – Wascon, Inc., Water – G & C Supply

Alderman Herald made a motion, seconded by Alderman Garris, to approve the purchase order requests.

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

C. Leak Adjustment Approvals – Earl Thompson, Angela Clubb, Big Rock

Market, Jessie Beasley, Janice Murray, Guy Will, and Cindy Bellis

Alderman Garris made a motion, seconded by Alderman Phillips, to approve the leak adjustments.

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

7. Old Business

A. Mayor Wilhite reported that according to city attorney Henry Fincher, only one reading is necessary to confirm the charter change deleting the office of City Recorder. The position is now appointed instead of elected. The charter change has been completed and all documentation has been returned to the state.

8. New Business

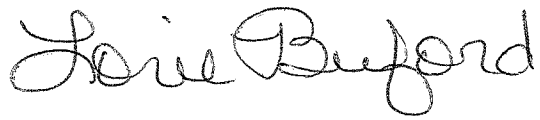
- A. Fire Department Captain Adam Brown announced that the Federal Emergency Management Agency (FEMA) approved the Fire Department for two grants totaling \$442, 855. With these grants, the department will receive a new fire engine and twelve self-contained breathing apparatuses. The city will be responsible for matching just under 10% of the grant totals, which would be \$46,436. The Fire Department plans to request that \$50,000 be budgeted to cover any unforeseen expenses, such as to replace equipment that may be too old to work compatibly with new equipment received through the grants. Alderman Garris made a motion, seconded by Alderman Herald, to approve \$50,000 in matching funds for the 2016-2017 FY budget.
- Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. Motion carried.
- B. Captain Brown also mentioned that he and Fire Chief Matt White are currently working on bid specifications for the fire engine and self-contained breathing apparatuses (SCBA). Chief White will present further information to the Board when the bid specifications are completed.
- C. Mayor Wilhite stated that the TCRS Employer Contribution Rate Notification for the next fiscal year needs to be approved by June 24th and that he is unsure whether the rate is still 3.40% of each employee's pay. He said that after he confirms the current rate, he will provide the Board with relevant information at the first budget meeting.

Mayor Wilhite mentioned that the cause of the sinkhole on 1st Avenue South may have been determined. Street Department Supervisor Ben Brewington noticed that the sinkhole is directly in line with the pump station. He and the mayor theorized that the construction of Baxter Junction left a void that, when exposed to heavy truck traffic, created the sinkhole. The city will continue with plans to remedy the situation.

The construction of a new road off of Highway 56 was discussed. Before the Tennessee Department of Transportation can approve the project and assign it a name or number, Economic Community Development (ECD) must approve it. The 110 jobs at Fixtur-World have to be registered and approved through ECD.

With no other business, the Mayor adjourned the meeting at 6:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lorie Buford".

Lorie Buford

Interim City Recorder

A handwritten signature in cursive script that reads "Jeff Wilhite".

Jeff Wilhite

Mayor