

**City of Baxter**  
**Regular Meeting Minutes**  
**City Hall 200 Main Street**  
**August 11, 2016**  
**6:00 p.m.**

**Opening of Meeting, Invocation, Pledge of Allegiance**

Police Chief Danny Holmes opened the meeting. Chaplain Tim Sharp said the invocation. Alderman Harmon Garris led the Pledge of Allegiance

**1. Call to Order**

Mayor Wilhite called the meeting to order at 6:08 p.m. Mayor Wilhite introduced the new City Recorder, Sharon Carlile

**2. Roll Call**

City Recorder Sharon Carlile 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 Willie Allison made a motion, seconded by Alderman Harmon Garris to accept the minutes of the public hearing and regular meeting on July 7, 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 Mayor Jeff Wilhite**

Mayor Wilhite discussed the agenda and mentioned the annexation of the Mahan property will be discussed. Mayor Wilhite also assured the representative from the Putnam County Library that they were also on the agenda.

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

**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

Ms. Jeanie Lee spoke about the upcoming Heritage Festival. She also thanked Mayor Wilhite for his service.

City Engineer Tom Bennett spoke about the developing of parcel at highway 70 and highway 56. They only have preliminary information. They are looking at system impacts. It looks favorable and they are working with the engineers. Mayor Wilhite asked him to look at the Elmore Town Road project. Mayor Wilhite also asked him to look at a signal at highway 70 and highway 56. City Engineer Tom Bennett advised there needed to be coordination with the state. Mayor Wilhite said there needs to be a study and a bidding process. They have given an estimate of \$125,000.00. Mayor Wilhite also talked to City of Cookeville and they said around \$70,000.00 instead. Mayor Wilhite asked City Engineer Tom Bennett to work on this and get the city some information. Mayor Wilhite advised there have been some accidents during school traffic and a fatality at this intersection. He advised this needs to be done sooner than the two years City Engineer Tom Bennett thought it would take.

**B. Purchase Order Request**

Fire- EVS-Emergency Vehicle Specialists, Staples  
Water- Walker's Diesel, G & C Supply, United Utilities, A- Z Office Supplies  
Street- Holleman Hydroseeding

Alderman Harmon Garris made a motion, seconded by Alderman Jeff Herald to approve all purchase orders. Vote: Phillips- yes, Allison- yes, Herald- yes, Garris- yes. Motion carried

**C. Leak Adjustment Approvals**

Gail Woodard, Deanna Tinsley, Gail Newman, Dewey Preston, Stephen Stafford,  
Rachel Hickey, Sheldon Maynard, Leo Daniels, David Long, Brent Bush

Alderman Greg Phillips made a motion, seconded by Alderman Jeff Herald to approve the leak adjustments. Vote: Phillips- yes, Allison- yes, Herald-yes; Garris- yes. Motion carried

**Old Business: Grant Updates**

1. **SCBA and Fire Pumper-** Captain Matt White advised the fire trucks are ordered
2. **Fire Prevention Grant-** Captain Matt White advised the Fire Prevention Grant is delayed.

**New Business:**

- A. **Tony & Marsha Mahan-** 7825 Nashville Highway annexation  
Mayor Wilhite said there needs to be an annexation ordinance amendment

Alderman Jeff Herald made a motion, seconded by Alderman Willie Allison to pass the first reading of the ordinance to annex. Vote: Phillips- yes, Allison- yes, Herald- yes, Garris- yes. Motion carried

**B. Budget Appropriations-** Putnam County Library  
Putnam County Animal Shelter  
Honor Guard

A motion was made by Alderman Harmon Garris, seconded by Alderman Greg Phillips to leave the Putnam County Animal Shelter donation at \$1150.00 and the Honor Guard donation at \$500.00. The Putnam County Library will go from \$18579.00 to \$19179.00 to cover a 3% salary increase for Librarian Sarah Lewis.

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

**C. First reading of Ordinance 2016-8-** Adopt Certified Tax Rate

Alderman Willie Allison made a motion, seconded by Alderman Greg Phillips to pass the first reading of Ordinance 2016-8 to adopt the certified tax rate for FY 2016-2017. It changed from 1.54 to 1.3901. Vote: Phillips-yes, Allison- yes, Herald- yes, Garris- yes. Motion carried

**D. Fire Department-** Award SCBA bid

Update on Volunteer Fire Assistance Program- Forestry Grant  
Update on Hazard Mitigation Planning

Captain Matt White reported all is well with the Hazard Mitigation Plan. He also reported the Forestry Grant is a 50-50 matching grant. The SCBA grant was awarded to EVS.

A motion was made by Alderman Jeff Herald, seconded by Alderman Willie Allison, to award the SCBA bid. Vote; Phillips- yes, Allison- yes, Herald- yes, Garris- yes. Motion carried

**E. Street Department-** 1994 Ford F350 1- ton truck

Motion made by Alderman Jeff Herald, seconded by Alderman Harmon Garris to declare it as surplus. Vote: Phillips-yes, Allison-yes, Herald- yes, Garris- yes. Motion carried

Bennie Brewington, Supervisor for the street department stated the paving projection was over budget by approximately over 2,000.00. Mayor Wilhite ask the City Recorder, Sharon Carlile if she knew the exact amount. She stated it was closer to \$6,000.00.

A motion was made by Alderman Harmon Garris, seconded by Alderman Jeff Herald to take the amount over budget out of the capital projects account. Vote: Phillips- yes, Allison- yes, Herald- yes, Garris- yes. Motion carried

Captain Matt White asked about financing for the fire truck. Captain Matt White said 50,000.00. The amount needed is 3500.00 for the equipment. Mayor Wilhite suggested financing \$3500.00 on a year and the \$50,000.00 on five years.

Alderman Jeff Herald made a motion, seconded by Alderman Greg Phillips to take the \$3500.00 out of the capital projects account. Vote: Phillips- yes, Allison-yes, Herald- yes, Garris- yes. Motion carried.

Alderman Harmon Garris thanked everyone for allowing him to serve as Alderman. He also thanked the Aldermen and Mayor Wilhite.

Alderman Jeff Herald recognized Greg Hurst, Supervisor of the Water and Sewer Department for getting the water loss at 6%.

Alderman Jeff Herald thanked Mayor Wilhite and Alderman Harmon Garris for their service.

The meeting adjourned at 6:46 p.m.

Mayor Wilhite opened the meeting back up for Tim Mahan. The water is in his name at a rental property. They received notice that it would be shut off on the 20<sup>th</sup>. It is still turned on. Water clerk Melanie Harris advised she would have it locked.

A motion was made by Alderman Willie Allison, seconded by Jeff Herald to take the usage from the 20<sup>th</sup> until now off of the bill. Vote: Phillips- yes, Allison- yes, Herald- yes, Garris- yes. Motion carried.

The meeting adjourned again at 6:53 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sharon E. Carlile". The signature is written in black ink and is positioned above the typed name of the signatory.

Sharon Carlile, City Recorder

Jeff Wilhite, Mayor

## ORDINANCE 2016-8

### AN ORDINANCE OF THE CITY OF BAXTER, TENNESSEE ADOPTING THE CERTIFIED TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017

WHEREAS, upon a motion duly seconded and carried, the Mayor and Board of Aldermen of the City of Baxter adopted the following ordinance on September 1, 2016;

SECTION 1: That, there shall be a property tax levy of \$1.3901 on each one hundred (\$100.00) dollars of taxable property assessed at twenty-five percent for real property, forty percent for commercial property and public utilities and thirty percent for personal property within the corporate limits of Baxter, Tennessee, said property taxes to be allocated to the City General Fund.

SECTION II: That said property taxes shall be due and payable on the first of October, 2016 and shall bear interest from and after the first of March, 2017, as provided by law and in addition thereto a penalty as provided by law. As soon after the first of March 2017 as is practical, but in no event later than April 1, 2017 it shall be the duty of the City Recorder to make out and present to the Clerk and Master of Putnam County a certified list of all 2016 delinquent property taxes which the Clerk and Master shall proceed, according to law, to collect the same and make his or her return monthly thereafter.

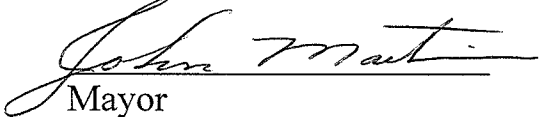
SECTION III: There is hereby levied a property tax rate of \$1.3901 per \$100 of assessed value on all real and personal property.


SECTION IV: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION V: This ordinance shall take effect at the earliest date allowed by law, the public welfare requiring it.

1<sup>st</sup> Reading: 8-11-16

2<sup>nd</sup> and Final Reading: 9-1-16

  
Mayor

  
Attest, Sharon Carlile  
City Recorder

City Seal: