

City of Baxter
Regular Meeting Minutes
Visitor's Center
March 2nd, 2017
6:00 p.m.

Opening of Meeting, Oath of Office, Invocation, Pledge of Allegiance

Chief Danny Holmes opened the meeting. Chaplain Tim Sharp led the invocation. Chief Holmes led the Pledge of Allegiance.

1. Call to Order

Mayor John Martin called the meeting to order at 6:00 p.m.

2. Roll Call

City Recorder Sharon Carlile called roll. Present were Alderman Willie Allison, Alderman Dustin Stanton, Alderman Jeff Herald, Alderman Greg Phillips, and Mayor John Martin.

3. Approval of Minutes

Alderman Jeff Herald made a motion, seconded by Alderman Greg Phillips to accept the minutes of the regular meeting and public hearing on February 2, 2017 and to dispense of the reading.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

4. Comments and Grievances from Citizens

A citizen asked about the progress on the road to Fixture World. He would like to know where the road is proposed to go. The mayor communicated that the City will not know until they talk to TDOT and the North Eastern Railroad Company. The have to talk to the Railroad Company to see about access to the road. The city

will have to finalize being able to cross the railroad tracks. The City should know where the road will go by the next meeting.

J.D. Burgess asked about a memorial for the Sons of the Confederate Veterans and a Confederate Flag on city property. Mr. Burgess would like a 10 X 10 rock with a flag. Alderman Willie Allison felt like if we put it up on City property then we would have to allow other organizations to do the same thing. Mr. Burgess brought up the In God We Trust that was put on City Hall. The board communicated that the signage on public property is different from a memorial. Mayor John Martin told Mr. Burgess In God We Trust is on the money and therefore nothing can be done about that being on City Hall. Alderman Willie Allison didn't see a problem with someone putting it on private property but did not feel it should be on City property. Mr. Burgess brought up that a big monument is in the City Cemetery in Cookeville. Codes Director Bob Lane informed Mr. Burgess that the City Cemetery in Cookeville sells plots to people. Each plot is privately owned and they can put anything they want on it.

Mr. Burgess also inquired about Elmore Town Bridge. City Engineer Tom Bennett has spoken to TDOT about the grant for this project. The current budget is \$271,812.00. The percentage the City is responsible for is \$5,436.00. The City should be ready to take bids for the project by July. The City needs to setup a checking account for this grant to go into. Mr. Bennett asked the board to approve him starting all the steps.

Alderman Jeff Herald made a motion, seconded by Alderman Dustin Stanton to allow Mr. Bennett to start doing permits for this project.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

Mr. J.D. Burgess asked the cost of the culvert on First Street. Mayor Martin communicated the cost was \$42,000.00. He was concerned why the project on Elmore Town Road is going to cost so much more than First Street. Mayor Martin conveyed this is a grant from the state and it is governed by the state.

5. Communications From Mayor John Martin

Mayor Martin discussed the projects going on in Baxter. He's having a lot of meetings.

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 to pay the bills. Alderman Greg Phillips seconded the motion.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

B. Purchase Orders

A motion to approve all purchase orders was made by Alderman Dustin Stanton and seconded by Alderman Willie Allison.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

Additional Purchase Orders from Water and Police not on the agenda

Dustin Stanton made a motion and Jeff Herald seconded the motion to approve the additional purchase orders.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

C. Leak Adjustment Approvals

Alderman Greg Phillips made a motion, seconded by Alderman Jeff Herald to approve the leak adjustments.

Alderman Willie Allison asked about a leak adjustment due to a shower being left on for five days.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

Old Business:

None

New Business:

A. Adjust Holidays for Employees to include Martin Luther King Day, President's Day, and Good Friday

Alderman Greg Phillips felt only President's Day and Good Friday should be added. Water Clerk Melanie Harris communicated to the board that she has to take all her money to the bank on Friday. Therefore, she has to start the day without any money on Monday due to banks being closed. City Recorder Sharon Carlile brought up to the board that the software provider for the City and the State offices are closed. This limits some of the things the City can do on Martin Luther King Day.

A motion made by Alderman Willie Allison Seconded by Greg Phillips to only approve President's Day and Good Friday.

Vote: Allison-yes; Phillips-yes; Stanton-no; Herald-yes

B. Hourly use of Vacation Time or Sick Time

Alderman Willie Allison discussed that employees have to take vacation and sick time in half or whole day increments. The employees are complaining about it. Alderman Jeff Herald felt the employees should take it in four hour increments. Alderman Willie Allison felt it was a disservice to the employees to not allow them to use it in increments of an hour.

A motion was made by Alderman Willie Allison and seconded by Alderman Dustin Stanton to allow employees to use time on an hourly basis.

Vote: Allison-yes; Phillips-yes; Stanton-yes; Herald-No

Motion Carried

C. Approval of Rachele Place Road and Celeste Drive

Street Supervisor Ben Brewington stated Rachele Place Road and Celeste Drive were in condition to be approved as City streets.

A Motion to approve the streets at Rachele Place Road and Celeste Drive was made by Alderman Jeff Herald and seconded by Alderman Greg Phillips.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

D. Change Alderman Title to Councilman Title

Mayor Martin discussed changing the title of Alderman to Councilman. The Charter would need to be changed if it is approved by the legislature.

E. Adding a Fifth Councilman to the board

Mayor Martin also discussed adding a fifth councilman to the board. He feels it would help the board and take the Mayor out of the loop on decisions by the board. Alderman Jeff Herald made the motion seconded by Alderman Dustin to approve changing the Charter to read Councilman instead of Alderman and to add a fifth Councilman Position to the board.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

F. SBA Tower

Mayor Martin communicated SBA contacted the City wanting to buy out the lease on the SBA Tower. There is only one vendor on this tower in Baxter. If we lose that vendor, we will lose the lease income from this tower.

Alderman Willie Allison made a motion seconded by Jeff Herald to take the buyout on the tower.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

Codes Director Bob Lane discussed the need for rules on cell phone towers in Baxter. Mr. Lane also stated another tower would probably be in Baxter before too long.

Mr. J.D Burgess asked the board to have an attorney to look at the paperwork before selling the lease out to SBA.

G. Donation of Bucket Truck

The Mayor wanted to thank Mr. David Bush for the donation of the truck to the Street Department. Alderman Dustin Stanton said in his opinion a harness is needed on anyone in the bucket of the truck.

H. Resolution 2016-10 Capital Outlay Note Fire Truck

City Recorder Sharon Carlile stated that in Resolution 2016-10 the term of the Capital Outlay note is four years. However, the term needs to be changed to three years with the option of renewing it twice.

Alderman Dustin Stanton made a motion and Alderman Greg Phillips seconded the motion to change the term of the Capital Outlay note in Resolution 2016-10 from four years to 3 years with the option of renewing it twice.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

I. Resolution 2016-11 Resolution Declaring Surplus Property and Authorizing A Public Auction on Gov.Deals

A motion by Alderman Willie Allison with a second by Alderman Jeff Herald to approve selling the surplus property on Gov.Deals

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

J. Ordinance 2016-13 An Ordinance Amending The Annual Operating Budget of the General and Special Revenue Funds- First Reading

Alderman Jeff Herald made a motion and Alderman Willie Allison Seconded it to pass the first reading of Ordinance 2016-13.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

K. Ordinance 2016-14 An Ordinance Amending The Annual Operating Budget of Water and Sewer Funds-First Reading

A motion made by Alderman Willie Allison and seconded by Alderman Dustin Stanton to pass the first reading of Ordinance 2016-14

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

L. Ordinance 2016-15 An Ordinance Amending Title 18 Water and Sewers Chapter 1, Water and Sewer Service, Section 18-126 Water and Sewer Service Charges- First Reading

This Ordinance amends the after-hours water fee for the Water Department to \$50.00 per call.

A motion made by Alderman Jeff Herald and seconded by Alderman Willie Allison to pass the first reading of Ordinance 2016-15.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

M. Water Tank- Melanie

Water clerk Melanie Harris discussed the sanitary inspection we received on our water tank. We received a score of 99. She advised the board the water tank needs to be taken care of quickly. She asked the board to approve the

needed repairs on the water tank. City Engineer Tom Bennett explained to the board how the repairs will need to be done. The City has been written up every year for these repairs. Alderman Greg Phillips asked to see pictures of what the tank looks like.

A motion made by Alderman Greg Phillips and seconded by Alderman Jeff Herald to approve letting Mayor John Martin, Water Clerk Melanie Harris and City Engineer start the process.

Vote: Allison-yes, Herald-yes, Stanton-yes, Phillips-yes. Motion Carried

N. Adopt Drought Management Plan- Melanie

Motion made by Alderman Jeff Herald and seconded by Alderman Greg Phillips to adopt the Water Drought Plan.

Alderman Dustin Stanton thanked all the City employees for their work during the storms.

Alderman Jeff Herald communicated all employees are doing a wonderful job.

Mayor Martin also conveyed City Recorder Sharon Carlile has taken her second test for her CMFO certification.

Meeting Adjourned at 7:09 p.m.

Respectfully submitted,

Sharon Carlile, City Recorder

John Martin, Mayor

