

**City of Townsend**  
**Commission Meeting Minutes**  
**For**  
**March 20, 2012**

**Attendance:** Attending the meeting was Vice Mayor Ron Palewski, Commissioner Becky Headrick, Commissioner David Wietlisbach, Police Chief Ron Suttles, Recorder Shelia Moss, Fireman D.L. Martin, Jackie Suttles, Charles King, Don & Sandy Headrick, and Mary Ann Ashworth.

**Pledge:** Vice Mayor Palewski opened the meeting with the Pledge of Allegiance at 7:03 pm.

**Minutes:** A motion to approve the February 21, 2012 minutes pending a correction in the Code Enforcement section was made by Commissioner Wietlisbach. Commissioner Headrick seconded and the February 21, 2012 minutes passed with 3 yeas votes.

**Finance Report:** Recorder Moss gave the financial report for the month of February 2012. Commissioner Wietlisbach made a motion to approve the February 2012 finance reports. Commissioner Headrick seconded and the motion passed with 3 yeas votes.

**Police Report:** Chief Suttles reported that four Coke machines had been broken into during spring break. He reported that surveillance tapes from the locations are being reviewed. He also reported that the department would not be using any of the five thousand dollars overtime Governor's Highway Safety Office (GHSO) grant money until the holidays. Chief Suttles mentioned that he would check on the radio system and monthly user fee while he is at in-service in April. There was some discussion about the vending machine theft.

**Maintenance:** Chief Suttles reported that Mr. Glen McCampbell has been working on the city park and had to cut down a dead poplar tree. He mentioned that the truck parked behind the office was a seizure and he planned on having it titled to the City for use by the maintenance department since the new Code Enforcement Officer would be using the Ranger. There was some discussion regarding City Resident Spring Cleanup. The Commission unanimously decided to place the dumpsters behind City Hall this year and established May 14, 2012 through May 28, 2012 as the dates for this event.

**Fire:** Fireman D.L. Martin gave the fire department report to the City Commission. He stated that everything is going well and mentioned two homes that were struck by lightning. He reported that it fried the electrical in one home and started a fire at the other home.

**Recreation:** No Report.

**Library:** No Report

**Old Business**

**Code Enforcement:** Vice Mayor Palewski stated that he went through over sixty resume's, narrowed the pool down to ten, met with former Code Enforcement Officer Claude Scarborough and narrowed the applicant pool down to six, and then scheduled interviews. He reported that one of the six withdrew their resume, one did not reply to an interview scheduling request, and that him

and Mr. Scarbrough held four interviews. He reported that after the interview process him and Mr. Scarbrough narrowed it down to two. Vice Mayor Palewski stated that of the two Andy Morton was his choice. There was some discussion regarding the interviews. Commissioner Wietlisbach made a motion to offer the Code Enforcement/Building Inspector position to Andy Morton at fourteen dollars per hour, sixteen hours per week, attendance at one planning commission meeting per month, and a raise to sixteen dollars per hour after obtaining his state certification. Commissioner Headrick seconded and the motion passed with 3 yea votes. There was some discussion relating to certification. Vice Mayor Palewski stated that the City would pay for training.

**New Business**

**Ordinance 258-12-1C, An Ordinance adopting the 2006 International Residential Code for One and Two-Family Dwellings:** Vice Mayor Palewski read the ordinance in its entirety aloud. Commissioner Wietlisbach made a motion to approve the ordinance on first reading. Commissioner Headrick seconded and the motion passed with three yea votes.

**Other Business:** Recorder Moss informed the Commission that Mayor Jenkins had requested her to obtain an update on the City Code. She reported that there was a copy of an email from Ms. Linda Winstead from the Municipal Technical Advisory Service (MTAS) in their packets which will serve as an update.

There being no further business the meeting was adjourned at 7:50 pm.

\_\_\_\_\_  
Shelia Moss

Approve: \_\_\_\_\_  
Mayor Pat Jenkins

\_\_\_\_\_  
Date