

City of Townsend
Commission Meeting Minutes
For
September 17, 2013

Attendance: Attending the meeting was Mayor Michael Talley, Vice Mayor Becky Headrick, Commissioner Jackie Suttles, Commissioner Ron Palewski, Commissioner David Wietlisbach, Recorder Shelia Moss, Police Chief Ron Suttles, Fire Chief Don Stallions, Charles King, Marcia Jaranowski, Mildred Fuller, Malcolm Johnson, Doug and Fran Ridley, Charlotte Miller, Russell Turner, and Janis Foreman.

Pledge: Mayor Talley opened the meeting with the Pledge of Allegiance at 7:02 pm.

Minutes: A motion to approve the August 20, 2013 minutes pending a spelling and grammar correction was made by Commissioner Palewski. Commissioner Suttles seconded and the motion passed with 4 yeas. Mayor Talley abstained.

A motion to approve the September 11, 2013 minutes was made by Commissioner Wietlisbach. Vice Mayor Headrick seconded and the motion passed with 5 yeas.

Finance Report: Recorder Moss began by showing the Commission finance reports produced from Quickbooks. There was some discussion about finance reporting formats. The Commission requested Recorder Moss run the Quickbook reports as well as the reports in the old format. Commissioner Palewski then made a motion to approve the August 2013 finance reports. Vice Mayor Headrick seconded and the motion passed with 5 yeas.

Police Report: Chief Suttles asked about a \$900 deposit to the drug fund. Recorder Moss informed Chief Suttles that the money was in the drug fund bank account but would be seen on the October reports. Chief Suttles then reported that there was a lot of traffic. Mayor Talley asked if the Visitor Center had asked for assistance with their upcoming event. Chief Suttles stated that Townsend Police Department automatically helps. There was some discussion about the Townsend Fall Festival. Commissioner Palewski asked if the Commission could go ahead and make a motion to handle seized vehicle sale funds. There was some discussion about seized vehicle sale funds however, no action was taken.

Maintenance: Chief Suttles reported that he is waiting for the right motor to come in for the backhoe. He also mentioned that JT Roberts is still working some. There was some discussion about the City's lawn mower. Commissioner Palewski asked about Old Highway 73. There was some discussion about Old Highway 73. Mayor Talley agreed to begin working on the legal side of the Old Highway 73 project. Vice Mayor Headrick and Commissioner Palewski agreed to begin working on the construction side of the Old Highway 73 project.

Fire: Chief Stallions reported that volume was down. He mentioned that there are usually around thirty (30) calls per month but, was currently handling around sixty (60) calls per month. Chief Stallions also mentioned that Townsend Police Officer Frank Shearl responded to a structure fire with the fire department on September 16, 2013. Chief Stallions reported that two fire department members are in swift water training in Gatlinburg. He reported that the Fire Department's insurance cost \$15,000. He also reported that the doors of the fire truck that had been donated by the Alcoa Fire Department were at Foster's Autobody having the Townsend Fire Department Logo applied. Chief Stallions stated that the cost per door was \$300. Chief Stallions reported that the Forestry Department donated a truck bed which would be put on the white utility truck. He mentioned that in a year or two they will need another building and in two to three years will need some paid staff. There was some discussion about a new building for the City and Fire Department. Mayor

Talley was in agreement with Chief Stallions who mentioned the City and the Fire Department building together. There was some discussion about the fire hydrant tap fee payment requested by Mr. Bill Birkholz of Cades Cove Cellars. Mayor Talley referenced an email from Mike Taylor to Mr. Lynn Valentine that listed a different breakdown than was provided by Mr. Birkholz. The Commission requested that Recorder Moss ask Mr. Birkholz to be present at the October 15, 2013 Commission meeting.

Recreation: Commissioner Suttles mentioned that the theme for the Christmas Parade is “Hometown Christmas” and the parade has been rescheduled to December 8th due to the Thanksgiving Holidays being right before the first weekend in December. She mentioned that there may be a benefit like at last year’s parade.

Library: Mr. Turner gave the Library report. He reported that the Library was looking at alternative sources of funding including community support. He reported that they had raised \$4,700 at one book sale and stated they were left with \$3,000 after expenses. He also reported that they raised \$800 at another book sale held last weekend. There was some discussion about additional fund raisers including a two day yard sale and a booth at the Townsend Fall Festival.

Old Business

Roadscapes Grant: There was a lot of discussion between Mrs. Charlotte Miller and the City Commission. Mayor Talley explained that the State has issued a new contract pertaining to this Grant and that his questions and concerns pertain to the required 20% match. There was some discussion about the Garden Club being able to obtain a letter of credit or other means to secure the 20%. Mayor Talley stated that he would be contacting the State to gain further understanding relating to the matching portion of this Grant and would report back next month.

Draft Personnel Policy: Commissioner Wietlisbach made a motion to defer this topic until the October 15, 2013 meeting. Commissioner Palewski seconded and the motion passed with 5 yea votes.

New Business

Casting for Recovery: Recorder Moss explained this event to the City Commission and stated that all required forms had been received except the certificate of insurance which, would be submitted prior to the event. Commissioner Wietlisbach made a motion to approve the Casting for Recovery event contingent upon receipt of the certificate of insurance. Vice Mayor Headrick seconded and the motion passed with 5 yea votes.

Mr. Malcolm Johnson stated that he owned Big Meadow Campground and wanted to make a statement. He mentioned that the radio next door at the recent rodeo event was really loud. He mentioned that eighty families were camping at that time and twenty of them swore to him they would never come back. He reported that there were three generators that ran un-muffled twenty four hours a day. Vice Mayor Headrick mentioned that it was very loud. Mr. Johnson stated that there aren’t any regulations for special events in the County’s regulations except an 11:00pm noise ordinance.

There was some discussion about initiating a contract with TDOT for mowing and sweeping however, no action was taken.

There being no further business the meeting was adjourned at 8:00 pm.

Shelia Moss

Approved: _____
date

Title: _____