

CITY OF FAIRVIEW

BOARD OF COMMISSIONERS MEETING MINUTES

AUGUST 1, 2019

John Blade, Mayor
Debby Rainey, Vice Mayor
Derek K. Burks, Commissioner
Rod Dawson, Commissioner
Scott Lucas, Commissioner
Scott Collins, City Manager
Tim Potter, City Attorney
Brandy Johnson, City Recorder

Present: Blade, Burks, Dawson, Lucas, Rainey

Others Present: Collins, Potter, Daugherty, Hughes, Humphreys, Paisley

1. Roll Call – by Collins

	Present	Absent
Commissioner Burks	x	___
Commissioner Dawson	x	___
Commissioner Lucas	x	___
Vice Mayor Rainey	x	___
Mayor Blade	x	___

2. Call to Order by Mayor Blade at 7:00 p.m.

3. Prayer and Pledge led by Mayor Blade

4. Approval of the Agenda and Executive Session Announcements - we will have an executive session at the end of the meeting.

Motion: Burks

Second: Rainey

	YES	NO	ABSTAIN	RECUSE
Commissioner Burks	x	___	___	___
Commissioner Dawson	x	___	___	___
Commissioner Lucas	x	___	___	___
Vice Mayor Rainey	x	___	___	___
Mayor Blade	x	___	___	___

5. Public Hearing – N/A

6. Citizen Comments – none

7. Announcements, Awards, Recognitions- none

8. Staff Comments and Reports

- A. **Police Chief** – Chief Zack Humphreys presented the report for the month of July noting there was no change in staffing and a significant drop in overtime hours from 131 to 18. Training hours totaled 96 for the month. There were 854 calls for the month with 96 arrests. July 3 is a big PR event for us

as it is our biggest fundraiser for Shop with a Cop and we raised \$2293 between the food tent and silent auction. Commissioner Dawson questioned whether chief had seen a decrease in cell phone use with the new law into effect and Humphreys replied not yet but it takes some time to break that habit. Vice Mayor Rainey asked about the NIXLE alert system and Humphreys notes we have considered and the cost is somewhere in the \$2k range. The challenge is who is responsible for entering and relaying the information so we have to visit that internally before finalizing a decision.

- B. **Fire Chief** Scott Hughes presents the fire data for July noting they had 92 calls which was down slightly from last year. This month they had 9 overlapping incidents and participated in two automatic mutual aid calls (1 water evacuation and 1 medical call). As usual, medical calls take the lead in call volume with 2 fire calls and 8 motor vehicle accidents. The department completed 523 training hours for the month and they delivered pub ed to a total of 75 kids including summer programs at both elementary schools plus Camp Marymount and several station visits. If any residents need smoke detectors installed please call the station to schedule an install. Reminder that school starts back next week and there will be a lot more activity in the school zones. The department participated in the July 3 celebration and had two new additions; Mike O'Leary and his wife had their first daughter, Harper, and Sean Grandowicz and his wife had their second daughter, Olivia.

- C. **Public Works** – City Manager Collins gives a brief report of various items across the city:

- Website revisions – he has the first meeting of the planning stage tomorrow and the rebuild will take 90 to 120 days. If there are any specific items the Board would like to see on the site please send to Scott via email. Once the framework is ready the BOC will have a chance to review. Vice Mayor Rainey requested playground information be available under a separate single tab and Collins stated he has already requested this and it will contain general information, fundraising, and status information.
- Christmas wreaths – Collins has the understanding that it was a community effort to obtain donations for the wreaths approximately five years ago. He brought one example of each size wreath to the meeting. The reasons they cannot be installed: 1) MTEMC has a concern over their weight (and that weight being 30 feet in the air), 2) weight loading of the poles – it's not only the weight of the wreaths (which are made of re-bar) but the consideration of the effective weight including rain, snow, wind, ice, etc., 3) multiple phases of wiring on the poles so there is no clean location for installation which requires a bucket truck and, due to the size and weight of the wreaths, requires two people. Our bucket truck only holds one person and is not insulated for use near electrical wires. It is just not possible safety-wise. Collins suggests we move forward with looking to purchase some type of lighter-weight commercial wreaths that come with mounting brackets suitable for mounting on the poles. The City Center Way poles are not rated for the weight of the existing wreaths but could be wired and suitable brackets installed for a lightweight version. There is just no physical capability to install the current wreaths on any of our poles. There is \$10k in a community events line item in this years budget that could be utilized for new wreaths. Commissioner Dawson noted he is all about Christmas and would love to see displays on the highway and City Center Way but it has to be done safely and we cannot jeopardize the safety of city employees and the bottom line is they are not our poles. Vice Mayor Rainey questioned whether area businesses could use the existing wreaths and Collins encouraged any local business who is interested to contact city hall noting we have 35 of each size available.

9. Consent Agenda (Any Item May Be Removed for Individual Consideration)

- A. Minutes from the July 18, 2019 Board of Commissioners Meeting
 B. Minutes from the July 18, 2019 Board of Commissioners Work Session

Motion: Rainey
 Second: Lucas

	YES	NO	ABSTAIN	RECUSE
Commissioner Burks	x	—	—	—

Commissioner Dawson	x	___	___	___
Commissioner Lucas	x	___	___	___
Vice Mayor Rainey	x	___	___	___
Mayor Blade	x	___	___	___

11. Old Business (none)

12. New Business

- A. Ordinance 2019-17, Revised Fee Schedule. Collins notes this is a complex document and he doesn't expect a vote tonight but wanted to review since we haven't had a chance to do so in a work session. We have had discussions on revision our fee structures for a while and how we charge fees, such as engineering, to developers. The majority of our building permits are single family residential permits. The goal is to create one standard, simplified form but in doing the revisions we have to rescind 5 other ordinances to clean up work from the past. Our current fees are based on valuation which is exceptionally difficult to determine the cash value of an end product and even more difficult for the city to police. The easiest method is to charge per square foot for residential. The proposal is for single family residential fees to be \$1.50 per square foot and half of the fee will go to the facilities fund and half to the general fund. For commercial and multi-family permits, \$500 will go to the facilities fund and a graduated scale charged for square footage. This equals an increase of approximately 25% which is what we discussed the increase would be in our budget proposal. We want to be fair, both to the city and to the one applying for permits. The proposal is a hybrid of the existing at Franklin and Spring Hill. We will have standard fees for plumbing and mechanical but accessory structures and decks would be calculated separately. We are also proposing a mobile food truck permit annually as well as annual permit fees for leased properties so we can maintain a record of those units. For engineer reviews, the fee will include two reviews but if the project requires a third review there will be a fee of half the original review fee. This is not to be punitive but to move the process along for the benefit of both parties. Of course, if an error is discovered on the city's part, the additional fee won't be charged. As a separate ordinance we will also be instilling fees for violation of the burn permit. Currently we have no enforceable process for violation of the city's burn ordinance besides noticing the citizen they are in violation. The proposal is no charge for a single family home burn permit (it is more for the fire department's knowledge) but violations would be fined \$50/day. For commercial or multi-family developments, the fees would range from \$50 per day, \$200 per week to \$500 per month. These items will be on the agenda for first read on August 15th and will be reviewed at the September 1 work session.

No Action.

- B. Resolution 24-19, Equipment Surplus

Motion: Lucas

Second: Rainey

	YES	NO	ABSTAIN	RECUSE
Commissioner Burks	x	___	___	___
Commissioner Dawson	x	___	___	___
Commissioner Lucas	x	___	___	___
Vice Mayor Rainey	x	___	___	___
Mayor Blade	x	___	___	___

13. Communications from the Mayor and Commissioners

- A. Commissioner Burks - none
- B. Commissioner Lucas - none
- C. Commissioner Dawson asked for a quick prayer for all the kids going back to school in Williamson County next week.
- D. Vice Mayor Rainey - none

E. Mayor Blade - none

14. **Adjourn to Executive Session** at 7:40 p.m. City Manager Collins states the executive session will occur in chambers and requested anyone not a member of the Planning Commission, Board of Commissioners, city attorney or legal staff to exit chambers. Collins notes the BOC will reconvene at the conclusion of the executive session only to adjourn the meeting. No further business will be heard.
15. **Adjournment** – meeting reconvened and Mayor Blade made a motion for adjournment with Vice Mayor Rainey seconding and meeting was adjourned at 8:30 p.m.

Brandy Johnson
City Recorder