

CITY OF FAIRVIEW

BOARD OF COMMISSIONERS MEETING MINUTES

September 15, 2016

Patti L Carroll, Mayor
Toney R Sutton, Vice-Mayor
Allen Bissell, Commissioner
Shannon L Crutcher, Commissioner
Stuart L Johnson, Commissioner
Scott Collins, City Manager
Larry Cantrell, City Attorney
Brandy Johnson, City Recorder

Present: Carroll, Sutton, Bissell, Crutcher, Johnson

Others Present: Collins, Cantrell, Johnson, Daugherty, O'Neal, Paisley

1. Call to order by Mayor Carroll at 7:00 p.m.

A. Prayer and Pledge led by Mayor Carroll

2. Approval of the Agenda – Vice Mayor Sutton made a motion for approval with Commissioner Johnson seconding. Commissioner Bissell requested the removal of Item 10A. All were in favor.

3. Citizen Comments (Limited to the first 5 citizens to sign in and a limit of 3 minutes each) - NONE

4. Awards and/or Recognitions

A. Be Nice Proclamation – Mayor Carroll presents the Be Nice 3.0 Proclamation to Fairview High School Principal, Dr. Juli Oyer, Fairview Middle School Principal, Heather Hayes, Fairview Elementary School Principal, Brent Oakley, and Westwood Elementary School Assistant Principal, Julie Lankford.

5. Public Announcements

- A. Fire Chief O'Neal announces Touch-a-Truck event scheduled for Tuesday, October 11 at Fairview High School parking lot from 6:00 to 8:00 p.m. Several departments will be on hand with emergency vehicles and staff to interact with the public.
- B. Vice Mayor Sutton asks O'Neal about the reflective address markers for sale and O'Neal is re-ordering and will announce when they are back in stock.
- C. Fairview Middle School football homecoming is tonight.
- D. Fairview High School football has a bye tomorrow night and will be back in action next week.

6. Staff Comments

- A. City Recorder Johnson issues a reminder to submit questions for the Commissioner candidate forum to be held on October 17. Questions should be submitted to Recorder Johnson via email or in person.
- B. Codes Director Hall is representing the city at the GNRC tonight (announced by Mayor Carroll)
- C. Finance Director Daugherty presents the financial report from August 2016 noting we have started the year off good. According to our preliminary audit report, the estimated fund balance is \$2,384,525.

	Budget	Actual	+/-
YTD FY 17 Revenue	\$650,754	\$738,811	\$88,027
YTD FY 17 Expenditures	\$839,919	\$793,565	(\$46,354)
YTD +/-	(\$189,135)	(\$54,754)	\$134,351

- D. Community Services Director Paisley is asked by Vice Mayor Sutton for an update on the mat for the handicap swing. Paisley states he has some options to review with Sutton. City Manager Collins also notes he needs to review temporary solutions with Sutton.

7. Approval of the Minutes (only needed if removed from consent agenda)

8. Consent Agenda Consisting of Items as Follows

- A. Approval of the Minutes from the September 1, 2016 Board of Commissioners Meeting
- A. Second and Final Reading of Bill #2016-25, Ordinance No. 939, An Ordinance for an Amendment to the City of Fairview, Tennessee, Budget for Fiscal Year 2016-2017 Budget (Mower)

Vice Mayor Sutton made a motion for approval with Commissioner Johnson seconding. All were in favor.

9. Old Business - NONE

10. New Business

- A. ~~Discuss and/or Take Action on Citizen Comment Policies~~ — REMOVED
- B. Discuss and/or Take Action on Security at Fairview Historical Village – Vice Mayor Sutton has concerns over the security system and fire alarm for historical village property even with the additional police patrols in the area. Daugherty notes they are covered on insurance and Mr. Hall has been in contact with MTEMC on security lights. Commissioner Crutcher requests status on the water and sewer taps. Dr. Rice, president of the historical commission, states the funds have been paid for the taps and grinder pump and Robert Clark has agreed to volunteer the labor for the plumbing and Mitch Dowdy is volunteering labor to connect the electrical for grinder pump. Bryan Bissell is coordinating for the city and has been in contact with both. We are having footing dug and installed for the log building donated from John Blade's family that must be removed from their property by November 1. Craig Cropper of Cabin Creek Log Homes is using his equipment and men to remove and reconstruct the structure. Commissioner Crutcher states we have spent a substantial amount of money on this project and had a grand opening over a year ago but it is still not open. Rice states the reason is we cannot obtain a Certificate of Occupancy until the plumbing and restroom is completed. No action.
- C. Discuss and/or Take Action on Bill #2016-25, Ordinance No. 939, An Ordinance for an Amendment to the City of Fairview, Tennessee, Budget for Fiscal Year 2015-2016 Budget (Reallocate for Salaries) – Vice Mayor Sutton read the caption and Finance Director Daugherty states these are two similar amendments suggested by our auditor so our financial statement will be squeaky clean for submittal to the Comptroller. We are under budget but this is housekeeping to clean up. Commissioner Bissell made a motion for approval with Vice Mayor Sutton seconding. All were in favor.
- D. Discuss and/or Take Action on Bill #2016-26, Ordinance No. 940, An Ordinance for an Amendment to the City of Fairview, Tennessee, Budget for Fiscal Year 2015-2016 Budget (Debt Restructure Bond Refunding) - Vice Mayor Sutton read the caption and Finance Director Daugherty states this is similar to the previous item. Our books did not show the refunding costs so this adds to our financials to clean it up at the recommendation of our auditor. Vice Mayor Sutton made a motion for approval with Commissioner Bissell seconding. All were in favor.

10. City Manager Items for Discussion

- A. Miscellaneous Updates – City Manager Collins announces we have re-advertised for the Codes Inspector position and have already gotten feedback. This is a position we definitely want to get right moving forward. As for the Police Department, all legal issues have been resolved and all employees have returned to work. It has been a privilege to see the attitude changes so far. We have one open police position that we will work to fill. The last couple of weeks have been filled with a lot of time working on restructuring personnel assignments and I hope to have a full report by the next meeting. We are working on an inventory of physical assets and how they are assigned as well as a full revision to the training policy which will be implemented beginning in January. All officers will be required to be on shift on Wednesday and twenty-five percent of the department will be in training each Wednesday. We have had a good buy-in from the department and I believe the community will reap the benefit. Mayor Carroll states she joined Collins at an event for Mobility Week in Williamson County and Collins held his own on stage with City Managers from across the county.

- B. City Attorney Comments – Attorney Cantrell offers an update on the Holland Paving suit. On May 12, Cantrell argued for dismissal for failure to state a claim on which relief can be granted. On September 7, the judge denied this motion. He will continue to update as the proceedings progress.

11. Communications from the Mayor and Commissioners

- A. Commissioner Bissell - NONE
- B. Commissioner Crutcher - NONE
- C. Commissioner Johnson - NONE
- D. Vice Mayor Sutton asks for an update on the IMPACT fee study and timeline be placed on the next agenda noting he thinks the county is looking at a significant IMPACT fee for education. Sutton compliments the ads for Codes Inspector and Volunteer Fire in the TML magazine and mentions pre-orders are being accepted for the BE NICE license plates.
- E. Mayor Carroll clarifies that Mr. Hall was appointed to the GNRC seat by Williamson County Mayor Rogers Anderson. Carroll notes we are seeing great things with the county and had a great meeting today with other Mayors in the county.

- 12. Adjournment** – Vice Mayor Sutton made a motion for adjournment with Commissioner Johnson seconding. Meeting was adjourned at 7:43 p.m.

Brandy Johnson
City Recorder