

BOARD OF COMMISSIONERS**December 15, 2005**

Ken Brison, Mayor
Eddie Arney, Vice-Mayor
Wayne Hall, Commissioner
Stuart L. Johnson, Commissioner
Darrell Mangrum, Commissioner
Alan W. Deck, City Manager
Larry Cantrell, City Attorney
Kathleen Daugherty, Recorder

Present: Brison, Arney, Hall, Johnson, Mangrum
Also Present: Asst. City Manager Forehand, Cantrell
Absent: Deck

- 1. The meeting was called to order by Mayor Brison at 7:14 p.m.**
 - A. The Prayer and Pledge to the Flag were led by Commissioner Hall.
- 2. Approval of the Agenda –**
 - A. Added under New Business as Item D: Set Workshop in January to discuss the employee interviews.
 - B. Arney made a motion to approve the agenda. Hall seconded the motion. All were in favor.
- 3. Citizen Comments – (Limited to the first five citizens to sign in and limit of five minutes each) - None**
- 4. Awards and/or Recognitions – None**
- 5. Public Announcements – None**
- 6. Approval of the Minutes –**
 - A. Presented for approval were the minutes of the Public Hearing held on December 1, 2005. Arney made a motion to approve the minutes as presented. Hall seconded the motion. All were in favor.
 - B. Presented for approval were the minutes of the Board of Commissioners Meeting held on December 1, 2005. Mangrum made a motion to approve the minutes as presented. Johnson seconded the motion. All were in favor.
 - C. Presented for approval were the minutes of the Beer Board Meeting held on December 1, 2005. Mangrum made a motion to approve the minutes as presented. Hall seconded the motion. All were in favor.
 - D. Presented for approval were the minutes of the Special Meeting held on December 8, 2005. Hall made a motion to approve the minutes as presented. Johnson seconded the motion. All were in favor.

7. Old Business –

- A. Appointments to Boards and Commissions – Mayor Brison reported that subject to Traci Bennett getting her voter registration transferred he hopes to recommend her to replace Josh Pendergrass on the Tree Commission at the next meeting.
- B. Presented for First Reading was Bill # 2005-14: Amending the Fairview Beer Ordinance by extending the hours of operation. Arney stated that he did not see any need to do this at this time. Hall asked Police Chief Harris if he had a problem with extending the hours. He stated that he did not. Mayor Brison asked for a motion. There was no motion to pass Bill # 2005-14 on first reading.
- C. Discuss Hiring of a Full Time Planner – Forehand reported that this was delayed from an earlier meeting and they had the information presented by Al Deck. Mangrum made a motion to table the hiring of a full time planner. Hall seconded the motion. All were in favor.
- D. Memorandum of Understanding with Water Authority of Dickson County – Larry Cantrell reported that he had reviewed the revised copy of the memorandum and it has been changed to reflect the changes discussed at the last meeting. (see attached copy) Arney made a motion to approve the Memorandum of Understanding with the Water Authority of Dickson County and to authorize the Mayor to sign it. Johnson seconded the motion. All were in favor.
- E. Discuss Recommendation from the Beer Board That the City Do the Criminal Background Checks on Beer Applicants: Including the purchase of an NCIC Computer System to do the background checks – Vice-Mayor Arney reported that with information provided by the State, the City cannot do the background checks but he did make a motion to require beer applicants to provide the City with a copy of their background check with the NCIC instead of the TBI. Hall seconded the motion. All were in favor.

8. New Business –

- A. Approval of Certificate of Compliance for the 182 Wine and Spirits Liquor Store located at 1518 Hwy. 96 North – Police Chief Harris provided a letter stating there have been no problems at the location. Mangrum made a motion to approve renewal of the Certificate of Compliance. Johnson seconded the motion. All were in favor.
- B. Discuss City Owned Gas Tanks/Pumps – Commissioner Hall advised that Ricky Campbell was present with a proposal for the purchase of gas. Campbell explained that his company would provide the tank and pumps but would require a three year contract. He felt that with the distance the employees have to drive to get to the present location that the city would save money on the cost of gas. A discussion was held on the legal requirements for having gas tanks located on city property. Cantrell advised that he needs to look at the legal requirements. Therefore Arney made a motion to defer this until a later date. Johnson seconded the motion. All were in favor.

- C. Discuss Hiring of Interim/Permanent City Manager – Mayor Brison stated that he had this put on the agenda because they need to make a decision on what they want to do. Hall suggested that they appoint an interim city manager until they can advertise for a city manager. Arney asked if the assistant city manager could fill in. Cantrell stated that she could but the Board would have to designate someone to sign documents etc. in the absence of a city manager and this would have to be done by resolution. After further discussion, Hall made a motion to appoint Shirley Forehand as interim city manager effective December 31, 2005. Johnson seconded the motion. It was decided that someone still needs to be able to sign documents in the absence of the present city manager. Hall amended his motion to include that Shirley Forehand be authorized to sign documents in the absence of the city manager beginning December 16th. Johnson seconded the motion. Mayor Brison asked for a vote on the amended motion. All were in favor. Mayor Brison then asked for a vote on the original motion. All were in favor. Mayor Brison asked if there is to be a salary adjustment for Forehand. It was suggested that she receive the same salary as Al Deck. Forehand stated that she would like to receive an increase of \$2500 annually which would make her the highest paid employee. Arney made a motion to give Forehand the annual increase of \$2500 while she is serving as interim city manager. Mangrum seconded the motion. All were in favor.
- D. Set Date for Workshop – Mangrum stated that he would like to have a workshop some time in January to discuss the employee interviews. He would like to see them start action on some of the things brought out in the interviews. It was decided to have a workshop on January 12th at 6:30 p.m.

A discussion followed on the procedure for setting bonds for second dwellings on properties. Mangrum stated that the Administrative Committee is suppose to meet to discuss this or they could have a workshop. Cantrell stated that at the present time each one is tailored for the individual. He suggested that the Board consider changing the Zoning Ordinance on temporary housing. Mangrum stated that the bond issue is holding up the houses for the Home Program Grant. It was decided that a letter from the Federal Government is sufficient bond for them to proceed.

9. City Manager Items for Discussion and/or Action –

- A. Miscellaneous Updates – Forehand asked if she had permission to drive the city manager's car back and forth to work while she is serving as interim city manager. Mangrum made a motion to allow the Forehand to start using the vehicle at the end of the month. Johnson seconded the motion. All were in favor.
- B. City Attorney Comments – Cantrell stated that he wished the Board, the staff, and the citizens of Fairview a Merry Christmas and a Happy New Year. He also wished Deck well in his new endeavors. He also stated that he is looking forward to working with the Board next year.

10. Communications from the Mayor and Commissioners –

- A. Johnson thanked Forehand for taking the interim position.
- B. Mangrum wished everyone a Merry Christmas and a Happy New Year.
- C. Hall wished everyone a Merry Christmas and a Happy New Year.
- D. Arney stated that Board Members had a good meeting with the State and Water Authority last Friday. He asked Forehand if she knew when the audit would be ready for the Water Authority. Forehand advised that the auditor said he would have it ready no later than next Wednesday. Arney wished everyone a Merry Christmas and a Happy New Year.

11. The meeting adjourned at 8:20 p.m.

Mayor

City Recorder

