

**City of Townsend**  
**Commission Meeting Minutes**  
**For**  
**June 19, 2012**

**Attendance:** Attending the meeting was Mayor Pat Jenkins, Vice Mayor Ron Palewski, Commissioner Becky Headrick, Commissioner Michael Talley, Recorder Shelia Moss, Police Chief Ron Suttles, Fire Chief Don Stallions, Police Officer Tony Rayburn, Deborah Lee, Roddey Coe, Charles King, Jackie Suttles, Don Headrick, Mary Ann Ashworth. Commissioner David Wietlisbach was absent.

**Called Beer Board Meeting:** Vice Mayor Palewski called the Beer Board meeting to order at 7:01 pm. He explained that an On Premise Permit application was submitted by Deborah Lee for Firefly Cafe. Vice Mayor Palewski mentioned that Chief Suttles performed the background check which, came back clear. Each Commissioner reviewed the application. Mayor Jenkins asked about seating capacity. Ms. Lee stated that there is seating for forty four. Vice Mayor Palewski asked Ms. Lee if her final inspection by the Townsend Building Inspector had been scheduled. Ms. Lee stated that she has an appointment with Mr. Andy Morton for 8:00am Tuesday (June 26, 2012). Commissioner Talley asked Ms. Lee if she will be serving draft or bottled beer. Ms. Lee stated that she plans to start slow at first and serve bottled beer. Commissioner Talley asked Ms. Lee if her lease stipulates the amount of property. Ms. Lee stated that her lease does stipulate the amount of property and that there will be forty four seats indoors and thirty or more outdoors. Commissioner Talley made a motion to approve an On Premise permit for Firefly Cafe. Commissioner Headrick seconded and the motion passed with 4 yea votes.

There being no further business, Commissioner Talley made a motion to adjourn the Called Beer Board Meeting at 7:05 pm. Mayor Jenkins seconded and the motion passed with 4 yea votes.

**Regular Commission Meeting**

**Pledge:** Mayor Jenkins opened the meeting with the Pledge of Allegiance at 7:07 pm.

**Minutes:** A motion to approve the May 15, 2012 minutes was made by Commissioner Talley. Commissioner Headrick seconded and the May 15, 2012 minutes passed with 4 yea votes.

**Finance Report:** Recorder Moss gave the finance report for the month of May 2012. There was some discussion about the projected revenues versus the collected revenues. Vice Mayor Palewski made a motion to approve the finance reports. Commissioner Headrick seconded and the motion passed with 4 yea votes.

**Police Report:** Chief Suttles reported that the new radios were in and had to be sent back to Motorola and then will be sent to the State for programming. He stated that the radios worked all over the County except the three mile marker on 129. Chief Suttles also stated that they will hold onto the old radios and use them for about a year while the new system is implemented. He mentioned that there were four repeaters and that transmission on the old system are distorted and hard to hear. Mayor Jenkins mentioned that a co-worker of his received a ticket while vacationing in Townsend.

**Maintenance:** Chief Suttles reported that Mr. Glen McCampbell is mowing every day and trying

to keep up. There was some discussion regarding part time seasonal help during the mowing season and the State contracts. Chief Suttles reported that the traffic light at the rock wall should be removed by Friday.

**Fire:** Chief Stallions stated that calls are going up and that the Fourth of July fireworks will be held on the Fourth. He reported that the Fire Department has ordered a new rescue truck to replace the Dodge. Mayor Jenkins asked what it cost and Chief Stallions reported it cost \$80,000. Chief Stallions also mentioned that it is single cab, not real fancy, and had a winch on it.

**Recreation:** Officer Tony Rayburn reported on this year's Child Safety Day event. He gave financial reports and mentioned that seven hundred to one thousand people attended. He also mentioned that meetings for next year's event are already taking place. Officer Rayburn informed the Commission that he is working on the policies and procedures that the Commission had requested. He reported that the Child Safety Day event is going to continue to grow. He reported that everything went well and that his son help in selecting this year's prizes. Officer Rayburn also reported that Safe Kids gave away two hundred bicycle helmets and three carseats. Mayor Jenkins stated that he thought the bike helmets and carseat give away was a good thing.

### **Old Business**

**City Website Update:** Mr. Roddey Coe explained that there are a lot of pictures available but, is not sure what the City wants. There was some discussion regarding photography for the website. Mr. Coe stated that he needed some photography within four to six weeks with a release. The Commission instructed Recorder Moss to contact the City Attorney for a release form. Commissioner Talley agreed to contact Suzanna Terrill of the Townsend Artisan Guild.

### **Public Hearing and Second Reading, Ordinance 259-12-1C, 2011/2012 Budget Amendment**

**Ordinance:** Vice Mayor Palewski read the ordinance aloud and then opened the public hearing at 7:51 pm. Recorder Moss explained the movement of funds from one line item to another within the General Fund. Mrs. Sandy Headrick asked for a better understanding of the purpose of this Ordinance. Mayor Jenkins and Recorder Moss explained. There being no further public comment the public hearing was closed at 7:55 pm. Commissioner Talley made a motion to approve Ordinance 259-12-1C. Vice Mayor Palewski seconded and the motion passed with 4 yea votes.

### **Public Hearing and Second Reading, Ordinance 260-12-1C, An Ordinance Adopting the Annual Budget and Capital Program and Tax Rate of the City of Townsend, Tennessee for Fiscal Year 2013:**

Commissioner Talley read Ordinance 260-12-1C aloud and then Mayor Jenkins opened the Public Hearing at 8:10pm. Recorder Moss explained all the attachments that are included with the Ordinance to include the Debt Service Amortization Chart, and the long form. Mr. Don Headrick asked how much the paving amounts were increased. Recorder Moss explained the budget amounts. Mr. Headrick stated his comment is that this is not going to keep up. Mayor Jenkins replied the Commission wanted to put more in the budget for paving as he knew some City roads were in need of attention. There being no further public comment the public hearing was closed. Commissioner Talley made a motion to approve Ordinance 260-12-1C. Commissioner Headrick seconded and the motion passed with 4 yea votes.

### **New Business**

#### **First Reading: Ordinance 261-12-1P, An Ordinance to amend sections 8-203 and 8-604 of the City of Townsend Zoning Code:**

Mayor Jenkins mentioned that legal counsel has not reviewed this Ordinance which is customary before passing an Ordinance. Vice Mayor Palewski asked Recorder Moss if she had contacted Attorney Carver. Recorder Moss responded that she had emailed the Ordinances to Attorney Carver and was awaiting a

response. Mayor Jenkins stated that he would like to postpone the first reading until a response from the City Attorney was received. Vice Mayor Palewski mentioned that he would like to schedule a called meeting once the City Attorney responded to prevent dragging the process out any longer. Commissioner Talley stated that he agreed that it was in the best interest of the City to have a called meeting. Commissioner Talley asked how long someone has to obtain a building permit once a site plan is approved and felt that should be addressed and added to Ordinance 262-12-1P. Commissioner Talley asked whether or not the Planning Commission took formal action to refer it to the City Commission. Recorder Moss confirmed they did take action on a paragraph that was modified into Ordinance form by the Planner. Commissioner Talley asked the three Planning Commissioners present if they felt that the Ordinance addressed everything that was discussed and that nothing was lost in transit. Mrs. Sandy Headrick confirmed that the Ordinances were discussed in great detail and that the Ordinances reflected their discussions appropriately. Mayor Jenkins made a motion to table Ordinances 261-12-1P and 262-12-1P pending legal review. Commissioner Talley seconded and the motion passed with 4 yea votes.

**First Reading Reading: Ordinance 262-12-1P; An Ordinance amending section**

**8-309 of the City of Townsend Zoning Code:** Mayor Jenkins made a motion to table Ordinances 261-12-1P and 262-12-1P pending legal review. Commissioner Talley seconded and the motion passed with 4 yea votes.

Mayor Jenkins stated that he had a couple of items that he wanted to go over. Mayor Jenkins proposed that the City of Townsend should develop their own tag line and file copyright paperwork. Mayor Jenkins proposed the City adopt the tag line "Gateway to Cades Cove". He mentioned that he would like the Commissioners to think about it and be prepared to discuss it next month. Commissioner Talley asked Recorder Moss to do some research on other cities tag lines. There was some discussion relating to tag lines, tourism, and copyright. Mayor Jenkins requested that this item be added to next month's agenda.

Mayor Jenkins referenced Resolution 241-11-1C which relates to the State Right of Way and was submitted to the Tennessee Department of Transportation. Mayor Jenkins mentioned that the State is thinking that "distance to satisfy" known as "y" will equal 16 feet and, "depth of excess Right of Way" known as "z" should be uniform a uniform depth and equal 7.97 feet. Mayor Jenkins mentioned that based on those figures the most that would be allowed for sale would be 23.97 feet. Mayor Jenkins cautioned that these numbers are based on Resolution 241-11-1C and are not set in stone at this point. There was some discussion relating to the Right of Way. No action was taken.

Mayor Jenkins made a motion to appoint Don Stallions to the Townsend Board of Zoning Appeals for a term of three years. Vice Mayor Palewski seconded and the motion passed with 4 yea votes.

There being no further business the meeting was adjourned.

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

Approve: \_\_\_\_\_  
date

Title: \_\_\_\_\_