

City of Townsend
Commission Meeting Minutes

For

August 21, 2012

Attendance: Attending the meeting was Mayor Pat Jenkins, Vice Mayor Ron Palewski, Commissioner Becky Headrick, Commissioner Michael Talley, Commissioner David Wietlisbach Recorder Shelia Moss, Police Chief Ron Suttles, Police Officer Tony Rayburn, Eddie Perez, Mary K Jenkins, Charles King, Don & Sandy Headrick, Tammy Hatfield, Randy Shuler, Iva Butler, and Mary Jon Clark.

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 Mr. Perez for Lil Cuban Cafe. Vice Mayor Palewski stated that Chief Suttles performed the background check which, came back clear. Mr. Perez stated that the Café has seating for sixty. Commissioner Talley asked if Mr. Perez was planning to serve on the patio. Mr. Perez responded by saying he planned to serve on the patio if that was acceptable. Mayor Jenkins stated that if the patio is on a separate parcel then it would not be allowed. Each Commissioner reviewed the application. Commissioner Talley made a motion to approve an On Premise permit for Lil Cuban Cafe. Commissioner Wietlisbach seconded and the motion passed with 5 yea votes.

There being no further business, Commissioner Talley made a motion to adjourn the Called Beer Board Meeting at 7:08 pm. Commissioner Wietlisbach seconded and the motion passed with 5 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 July 17, 2012 minutes was made by Commissioner Headrick. Vice Mayor Palewski seconded and the July 17, 2012 minutes passed with 4 yea votes. Commissioner Wietlisbach abstained. A motion to approve the July 31, 2012 minutes was made by Commissioner Wietlisbach. Vice Mayor Palewski seconded and the July 31, 2012 minutes passed with 3 yea votes. Commissioner's Headrick and Talley abstained.

Finance Report: Recorder Moss gave the finance reports for the month of July. There was some discussion regarding the finance reports. Commissioner Wietlisbach made a motion to approve the July finance reports. Commissioner Headrick seconded and the motion passed with 5 yea votes.

- 1) Pest Control – Commissioner Talley mentioned that he contacted the Blount County School Board and learned that there is no money for pest control at the City leased facility. Commissioner Talley read a portion of the lease aloud and then stated that he believes the City should pay their fair share which he considers to be at least one third of the bill. Mayor Jenkins and Vice Mayor Palewski mentioned they each thought that one half was the right amount. Commissioner Talley made a motion to reimburse the

Townsend Alumni \$1,415.00 for termite and insect pest control. Commissioner Headrick seconded and the motion passed with 5 yeas votes.

- 2) Fire Proof Filing Cabinets – Recorder Moss informed the Commission that she found three used 22” fire proof filing cabinets for sale. She stated that the total price for all three is \$1,311.00. She informed the Commission that one new cabinet cost over \$1,300.00. There was some discussion about the cabinets. Commissioner Talley made a motion to approve the purchase of the three fire proof cabinets as the cost of \$1,311.00 as long as they were not made with asbestos. Vice Mayor Palewski seconded and the motion passed with 4 yeas votes. Commissioner Wietlisbach abstained.
- 3) Called Meeting Scheduling – The Commission unanimously chose Saturday, September 1, 2012 at 11:00 AM for the called meeting to swear in newly elected officials.

Police Report: Chief Suttles handed out status reports to each Commissioner. He explained that these reports reflect six months of work from the 3:00 pm – 11:00 pm shift. He reported that Officer Rayburn has custody of the only laptop the Police department possesses. Commissioner Talley asked about officer scheduling. Chief Suttles responded by saying that scheduling is rotating and that all officers are scheduled on Friday’s, Saturday’s, and Sunday’s. There was some discussion on the status reports. Chief Suttles reported that there is a festival at the end of next month and that traffic has been heavy through the day. Mayor Jenkins asked about black bear calls. Commissioner Talley asked if bear calls are the reason that TWRA is in the area. Chief Suttles responded to Commissioner Talley’s question by saying yes. Chief Suttles reported that a bear entered a home on Mt. Luke Road more than one time. Recorder Moss mentioned to the Commission that prior to the meeting she had handed out an email from the City Judge and a copy of the ordinance that set citation fines and costs. Recorder Moss stated that the number of calls she receives relating to citations is reaching an overwhelming level. Vice Mayor Palewski mentioned that he has been in the office when it’s close to court and knows that there are a lot of calls received. Recorder Moss stated that she is not asking them to do anything that was not done in the past. She mentioned that when she came to work for the City in 2008 and up until the last year to year and a half, the officer listed the fine and cost on each ticket. Chief Suttles stated that if it will help Recorder Moss they will list the amount on the Tickets but, that is not his job.

Maintenance: Commissioner Talley explained the bid packet for the Myers Road paving project. He mentioned that he believes the advertisement should be for two weeks. Commissioner Talley also mentioned that the winning bid contractor has twenty days from the date of being awarded the bid to begin the work and the job should be completed forty days from the starting date. He stated that the bid calls for tonnage. Commissioner Headrick asked how Commissioner Talley came up with the tonnage amounts. Commissioner Talley responded by saying he used equations that he received from Mr. Bill Dunlap. Commissioner Headrick gave Commissioner Talley conversion charts. Commissioner Talley stated that the bid states that the bid winner must be bonded and insured. Mayor Jenkins asked Commissioner Headrick if there is a way to specify the surface such as too smooth or too rough. Mayor Jenkins mentioned that he has seen cases where the surface was too smooth and became very slippery. Chief Suttles stated that he feels that Old 73 is more important than Myers Road. Mayor Jenkins stated that he thinks that the City needs to proceed with paving Myers Road and begin planning and seeking an engineer for Old 73 which could lead to the next budget. Mayor Jenkins asked who will be the one to decide the paving job is complete. He mentioned that he believes that the person assigned to check for completion should be addressed in the bid as well as striping. There was some discussion on striping. Mayor Jenkins mentioned that if striping

is required the City will need to have specs. The Commission unanimously agreed to have the sealed bid opening and reading at 4:00 pm on Tuesday, September 18, 2012 and the award of the bid will be done at the City Commission meeting that same night at 7:00 pm.

Fire: No Report

Recreation: There was some discussion about the Knoxville Track Club's Parkside Realty Wears Valley/Townsend 15K and Wimberly Lawson's 10K and 1 Mile Walk/Fun Run events. The Commission requested that Recorder Moss let each event coordinator know that amplifiers are not permitted, there needs to be litter control after each event, restroom facilities must be provided, and that failure to comply could jeopardize future approval's. Commissioner Wietlisbach made a motion to approve both events. Commissioner Headrick seconded and the motion passed with 5 yea votes.

Old Business

Update- Banners, Mary K Jenkins – Townsend Artisan Guild: Mayor Jenkins mentioned that he had created a spreadsheet of the quotes Mrs. Jenkins provided at last months meeting. He mentioned that the banners ranged in price from \$59 to \$139 each. He stated that the \$50 quote did not define the material and that the \$66 quote was a good quote and stated the material is thirteen ounce gloss. Mayor Jenkins mentioned that him and the Townsend Artisan Guild suggested seventeen banners plus two City Banners. Commissioner Talley mentioned that he had a new quote on the ten by ten aluminum double sided street signs. He reported that each sign would cost around \$18.95 and that twenty six signs would be right under \$500. Mayor Jenkins stated that it takes two to four weeks to have eighteen by twenty six banners printed. There was some discussion. Commissioner Wietlisbach made a motion to approve the quote from Printers Edge of \$80.37 each and a total of \$1,527 and to create a line item for this purchase in the budget. Commissioner Talley seconded and the motion passed with 4 yea votes. Commissioner Headrick voted nay.

Second Reading and Public Hearing: Ordinance 262-12-1P; An Ordinance amending section 8-309 of the City of Townsend Zoning Code: Mayor Jenkins read Ordinance 262-12-1P aloud. He then opened the public hearing at 9:04pm. There being no public comment the public hearing was closed at 9:05. Commissioner Talley made a motion to approve Ordinance 262-12-1P on second and final reading. Vice Mayor Palewski seconded and the motion passed with 5 yea votes.

New Business

Suzanne Loveday, request to address the Commission relating to the river: Ms. Loveday began by mentioning that she has lived in the area since 1998. She stated that she currently lives in Seymour. She reported that a group of eight which included children and adults had asked if they could tube the river from one tube location to the other location of which both belonged to the same business owner. She stated that she felt that the request was misunderstood as her party meant they wanted to float all the way down the river. She mentioned that she has worked in Townsend for six years and stated that she was unaware that there was a dam. She explained what happened when they made it to the dam and stated that she had to leave her children with Officer Tony Rayburn. Mayor Jenkins stated that he had talked to Ms. Loveday's brother for about an hour and that his wife had also spoke with him. Ms. Loveday stated that a nice family let them exit the river on their property. Commissioner Talley asked if the City Attorney has been notified. Mayor Jenkins responded by saying yes and that there are three types of rivers. He mentioned that one type is legally navigable, another is common sense navigable, and the last is non-navigable.

Mayor Jenkins reported that there is only one non navigable river. There was some discussion about the complaint and the river. Mayor Jenkins stated there are several ways to fix the problem in his mind. He mentioned one way is to get rid of the dam and another is to have guided groups. There was further discussion. Mayor Jenkins urged the next Commission to meet with Attorney Carver. Mayor Jenkins stated that one half of the river belongs to the County. He also mentioned somewhere there is a physical number of tubes that can come down the river in a day between one and one million and that it should be investigated with TDEC. Commissioner Talley mentioned consideration for the amount of litter and contamination due to lack of facilities and stated that he has seen a lot more beer cans and coolers this year. There was further discussion however, no action was taken.

**Mayor Jenkins stated that he has one more item he would like to discuss. He mentioned that the Land Use Plan included enhancing pedestrian friendliness. He stated that one way to do this is to reduce the speed limit. He mentioned that the first step to reduce the speed limit is to have a traffic study done by TDOT. He informed the Commission that he requested TDOT do a study and their study stated that the speed limit could be reduced to forty miles per hour from the Little River Railroad and Lumber Museum to Wears Valley Road. There was some discussion. Commissioner Headrick stated that unless you enforce the forty mile zone you give pedestrians a false sense of security. Commissioner Wietlisbach stated that he would like to defer this item to next month. Mayor Jenkins asked the Commission if they were in agreement to defer. No one spoke but Mayor Jenkins and he stated that he sees four Commissioner heads nodding yes.

Vice Mayor Palewski stated that before the meeting is adjourned he would like to thank Mayor Jenkins and expressed that he hopes Mayor Jenkins will stay involved.

Recorder Moss asked the Commission to review the pictures she posted on the wall and mark any picture the Commission specifically wanted to see on the website.

There being no further business the meeting was adjourned at 10:45pm.

Shelia Moss

Approve: _____
Title: _____
date