

City of Townsend
Commission Meeting Minutes
For
July 16, 2013

Attendance: Attending the meeting was Mayor Michael Talley, Vice Mayor Becky Headrick, Commissioner Jackie Suttles, Commissioner Ron Palewski, City Recorder Shelia Moss, Police Chief Ron Suttles, Fire Chief Don Stallions, Buddy Warren, Charles King, Ernie and Judy Lancaster, Marsha Janikowski, Bill and Sheila Birkholz, Russell Turner, Pat Jenkins, Debbie Baum, and several other citizens. Commissioner David Wietlisbach was absent.

Pledge: Mayor Talley opened the meeting with the Pledge of Allegiance at 7:01 pm.

Minutes: A motion to approve the June 18, 2013 minutes, pending one correction (time that budget ordinance public hearing was closed) was made by Commissioner Palewski. Vice Mayor Headrick seconded and the June 18, 2013 minutes passed with 4 yea votes.

Finance Report: Recorder Moss gave the finance reports for the month of June 2013. Mayor Talley made a motion to accept the finance reports for June 2013. Commissioner Palewski seconded and the motion passed with 4 yea votes.

Recorder Moss explained the process to revise the City's Charter. There was some discussion. Vice Mayor Headrick made a motion to begin the process to revise and update the City of Townsend's Charter. Mayor Talley seconded and the motion passed with 4 yea votes.

Recorder Moss requested that the Commission review the Personnel Policy Corrections so they could be prepared to make any last minute corrections before it is sent to legal for final review.

Police Report: Chief Suttles informed the Commission that he needs to know about the funds from the seized vehicles. There was some discussion. Commissioner Palewski made a motion to auction seized vehicles on GovDeals. Vice Mayor Headrick seconded and the motion passed with 4 yea votes. Chief Suttles asked the Commission for updated annual leave totals every three months. Recorder Moss responded by stating that totals will be on every paystub as soon as she has completed setting up Quickbooks and begins using it for payroll. There was some discussion about swift water rescues. Mayor Talley commended Chief Suttles for shutting down the tubing operations on Saturday after there were eleven swift water rescues. Chief Suttles suggested that high and low water marks need to be established. Commissioner Suttles stated that she likes the new cruiser.

Maintenance: Chief Suttles stated that the motor on the backhoe went out. He reported that it had ten thousand hours. He mentioned that the highest quote was \$13,500. He reported that Mr. Glen McCampbell was cleaning up at dry branch, went to the park and piled up debris, began backing up, and then the motor went out. Mayor Talley asked Recorder Moss to look up purchasing law. There was some discussion about part time maintenance labor. Mayor Talley made a motion to hire J.T. Roberts at a rate of eight dollars per hour with a two dollar per hour bonus for every hour worked if he stays the full term. Commissioner Palewski seconded and the motion passed with 4 yea votes. Vice Mayor Headrick mentioned that she received several calls on various things to include bike trail issues (pot holes, grass, dirt, tree roots, and gravel), a request for directional signage to the swinging bridge, and a water run off issue at 401 Domar Rd. Chief Suttles stated

that he had met with Mr. Doug Ridley in relation to the water run off issue. Chief Suttles mentioned that Planning should look at requiring metal tiles instead of plastic. Vice Mayor Headrick also mentioned a call relating to the Davis property. There was some discussion about the Davis property relating to the sink hole that developed in the back yard and a drain pipe. Mr. Pat Jenkins stated that he watched the previous property owner install the drain pipe. Mayor Talley stated that the Davis property issue is the private property owner's responsibility unless they can find a deed restriction for and easement and mentioned that it is not part of the City's infrastructure. Vice Mayor Headrick asked Chief Suttles about the slide clean up at Kinzel Springs and Chief Suttles ask her about the reflectivity gun. Chief Suttles stated he would check on the cleanup and Vice Mayor Headrick stated that the City is on the list to borrow the reflectivity gun.

Fire: Chief Stallions reported that calls were up last month but were leveling back out this month. He mentioned tubing and said that life jackets were a contributing factor in preventing fatalities on the river when it was at flood stage. Commissioner Palewski asked Chief Stallions if the tubing companies could be billed. Chief Stallions stated that he is not sure and mentioned that swift water rescues are hard on equipment and that there is also training costs. Commissioner Palewski asked about establishing another tubing committee. Chief Stallions mentioned that the County was not on board last time but, the current County Mayor would like to discuss tubing. Mr. Charles King asked about establishing an entertainment tax. Mayor Talley responded by saying not at this time but, there is an entertainment tax at the State Level. Mr. King asked if Pigeon Forge has an entertainment tax. Vice Mayor Headrick asked if there was a whirlpool issue at the Y. Chief Stallions responded by saying no and explaining that chutes are the main problem. Commissioner Palewski asked how far the Townsend Volunteer Fire Department went into the National Park. Chief Stallions responded by saying they go as far as the sinks. Mr. Pat Jenkins stated that he has set on his deck and have made some observations to include the following: majority of yellow tubes have life jackets, majority of green tubes do not have life jackets. Mr. Jenkins also suggested that the tubing companies should billed and gave an example of person's insurance being billed by Knox County if you hit one of their light poles. He also mentioned that people come one time per year and don't know the volatility of the river. Mr. Jenkins stated that if the City of Townsend says the river is "safe" and it's not it will open the City to liability issues. Chief Stallions stated the National Parks standard answer is that the river is never safe. Chief Stallions mentioned that the Commission may get more partnership if they work together (with tubing companies) than if they just come down on them. There was some discussion however, no action was taken.

Recreation: Commissioner Suttles reported that the fireworks scheduled for the Fourth of July were cancelled. Chief Stallions stated they were postponed to guarantee sunshine. (The fireworks were rescheduled for Labor Day.)

Old Business

There was no old business.

New Business

Mayor Talley mentioned that he has a checklist of things to work on which includes a resolution relating to citizen complaints; a resolution to authorize the Police Chief to sell seized vehicles, patrol units, and unclaimed or abandoned property. He spoke about a meeting with Rex Barton relating to processes and procedures relating to seized vehicles. Mayor Talley mentioned that during the meeting they discussed a holding lot for the City and the cost associated with time it takes the officer to complete a DUI seizure. He also mentioned that they discussed the proper way to handle the proceeds from seized vehicles. There was some discussion however, no action was taken.

Recorder Moss then read the emergency purchase regulations from the purchasing law (this relates to the backhoe motor as discussed in Maintenance report). There was some discussion. Mayor Talley made a motion to authorize Chief Suttles to repair the backhoe as an emergency repair. Commissioner Palewski seconded and the motion passed with 4 yea votes.

Mr. Bill Birkholz presented his request for the City of Townsend to pay the tap and hookup fee for a hydrant that the winery was willing to purchase. He reported the amount would be around \$2,500. There was some discussion about the hydrant and the fire department's ISO rating. Chief Stallions stated that the ISO rate is based on the flow rate. Mayor Talley stated the Commission would need a more accurate quote to entertain a motion. Commissioner Palewski ask Mr. Birkholz if they had thought about sprinklers. Mr. Birkholz mentioned that zoning does not require sprinklers. There was some discussion about current hydrant locations. No action was taken.

The Commission unanimously agreed to send the Library donation for fiscal year 2014 in one check instead of breaking the amount into monthly checks.

There being no further business Commissioner Suttles made a motion to adjourn at 8:30 pm. Vice Mayor Headrick seconded and the motion passed with 4 yea votes.

Shelia Moss

Approve: _____ date _____
Title: _____