

**City of Townsend**  
**Commission Meeting Minutes**

**For**

**October 15, 2013**

**Attendance:** Attending the meeting was Mayor Michael Talley, Vice Mayor Becky Headrick, Commissioner Jackie Suttles, Commissioner Ron Palewski, Commissioner David Wietlisbach, Recorder Shelia Moss, Police Chief Ron Suttles, Francisco A Solorio Llamas, Judy Lancaster, Charles King, John Morgan, Debbie Baum

**Called Beer Board Meeting**

Monte Real Grill 2 Inc.: Vice Mayor Headrick opened the beer board at 7:01 pm. She explained that an application had been submitted by Francisco A Solorio Llamas for Monte Real Grill 2 Inc.. She reported that Chief Suttles had completed the background check. There was some discussion about seating the restaurant. Mayor Talley asked where Monte Real Grill 1 was located. The applicants stated that it was in Tellico Plains and had been open almost two years. Mayor Talley made a motion to approve an On Premise Beer Permit to Monte Real Grill 2. Commissioner Wietlisbach seconded and the motion with 5 yea votes.

There being no further business the Beer Board adjourned at 7:05pm.

**Regular Commission Meeting**

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

**Minutes:** A motion to approve the September 11, 2013 minutes was made by Commissioner Palewski. Commissioner Wietlisbach seconded and the minutes for September 11, 2013 passed with 5 yea votes. A motion to approve the September 17, 2013 minutes pending a spelling and grammer correction was made by Vice Mayor Headrick. Commissioner Wietlisbach seconded and the September 17, 2013 minutes passed with 5 yea votes.

**Finance Report:** Recorder Moss began by handing out a copy of the State Laws that pertain to Municipal Recorders as well as copies of her transcripts and certificates. She explained that the Commission did not have to read the information now but, that Mayor Talley had inquired about the Recorders class schedules and requirements and wanted to show the Commission why she had to attend so many classes. Recorder Moss also handed out a copy of the municipal building roof repair bill which was paid by the Townsend Alumni. Recorder Moss explained that the City of Townsend held the lease to the property which stated that the City was responsible for the maintenance of the building. There was some discussion about this bill and the lease. Vice Mayor Headrick made a motion to reimburse the Townsend Alumni for one half of the roofing bill which equals three hundred dollars. Commissioner Suttles seconded and the motion passed with 5 yea votes. Recorder Moss then gave the finance reports for the month of September. Mayor Talley made a motion to approve the September 2013 finance reports. Commissioner Palewski seconded and the September 2013 finance reports passed with 5 yea votes.

**Police Report:** Chief Suttles spoke about the Government shut down and mentioned that he had spent an hour with the Park Rangers. Chief Suttles reported an estimated one hundred fifty to two hundred cars per hour coming to the park entrance and turning around. Mayor Talley reported that he spoke with Blount County Mayor Ed Mitchell and the Great Smoky Mountains National Park will reopen at 8:00am tomorrow morning. Mayor Talley also reported that this opening was possible due to funding from Blount County, Sevier County, and the State of Tennessee and that the Blount Partnership pledged funds to keep the National Park open in the event State of Tennessee funding is depleted. Chief Suttles mentioned that the campgrounds are full but the local stores are down. There was some discussion about accrued vacation time for this year. He reported a coil pack purchase for one of the Police vehicles. Mayor Talley mentioned that he is meeting with the City Attorney next week to discuss the disposal of funds received from the sale of seized

property. Mayor Talley made a motion to request City Attorney Will Carver draw up regulations to have funds obtained from the sale of seized property be deposited into the drug fund. Commissioner Palewski seconded and the motion passed with 3 yea votes. Commissioner Suttles abstained and Vice Mayor Headrick voted nay.

**Maintenance:** Chief Suttles reported that he had to spend another four hundred dollars for a torque converter for the backhoe. He reported that the State mowed inside the Townsend City Limits and that the weed eating crew is two weeks behind. Mayor Talley mentioned that he and Vice Mayor Headrick met with Bud Slaton last week. There was some discussion about gravel and leaves on the bicycle trail and culverts within the Townsend City Limits. Mayor Talley also reported that he and Vice Mayor Headrick met with Kenny Myers to discuss the relocation of a portion of Old Highway 73 onto Mr. Myers's property. There was some discussion about this project. Mayor Talley mentioned that he will have the City Attorney draft the legal documents for the easement. Mayor Talley also mentioned that Mr. Myers was eager to get this project completed.

**Fire:** No Report

**Recreation:** Recorder Moss presented the new entry form for the 2013 Christmas Parade. Mayor Talley mentioned that Recreation Commissioner Suttles and Recorder Moss could work together to modify the form as Commissioner Suttles deemed necessary.

**Old Business**

**Roadscapes Grant:** Mayor Talley mentioned that the new contract stated that the twenty percent match is required to be a cash match and his proposal is that the City of Townsend pay half and the Garden Club be responsible for the other half. Commissioner Wietlisbach made a motion to present Mayor Talley's proposal of the City of Townsend paying one half the twenty percent match and the Garden Club paying the other half and providing security for their half. Vice Mayor Headrick seconded and the motion passed with 5 yea votes.

**Fire Hydrant Tap Fee:** There was some discussion about the tap fee amounts that were submitted. Mayor Talley stated he would like to table this topic for now due to budget constraints. The Commission unanimously agreed. Mayor Talley requested that Recorder Moss notify Mr. Bill Birkholz.

**Draft Personnel Policy:** There was a lot of discussion regarding sick and vacation hours. Commissioner Wietlisbach wrote the final draft pertaining to vacation hours out for Recorder Moss to add to the draft personnel policy. The Commission agreed to modify the sick hours as well. Recorder Moss stated that she would make the requested amendments and submit the whole draft policy to the City Attorney and Bonnie Jones (Municipal Technical Advisory Service) for review. She reported that once it comes back the Commission will need to repeal the old policies and adopt the new one.

Mayor Talley mentioned the Right of Way (ROW) encroachment situation and reported that he had been working with a Tennessee Department of Transportation (TDOT) representative to begin scheduling meetings. He reported that 23.97 feet of ROW would be for sale at fair market value unless the bicycle trail would be affected. Mayor Talley stated that it was his understanding that the meetings would be on Tuesday and Thursday nights at the Heritage Center, that three to six people would be at the table at a time, and that adjacent property owners would have to agree to the sale. There was some discussion about this topic however, no action was taken.

**New Business**

None

There being no further business the meeting was adjourned at 10:17 pm.

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

Approved: \_\_\_\_\_ date \_\_\_\_\_  
Title: \_\_\_\_\_