

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

**For**

**January 21, 2014**

**Attendance:** Attending the meeting was Mayor Michael Talley, Vice Mayor Becky Headrick, Commissioner Jackie Suttles, Commissioner Ron Palewski, Recorder Shelia Moss, Police Chief Ron Suttles, Police Officer Tony Rayburn, Fire Chief Don Stallions, Don & Sandy Headrick, Chad Rochelle, Rick Russell, Lynn Valentine, Lisa Ivins, John Wheeler, Virginia Hardwick, Doug Ridley Joe Tipton, Kayla Ruckart, Tami Vater, Tammi Ford, Earl & Robbin Brown, Steve & Janice Fillmore, Tim Byrd, as well as other Community Members.

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

**Minutes:** A motion to approve the December 23, 2014 minutes pending one grammar correction in the section pertaining to Ordinance 271-13-1P and the addition of "and taxes" in the section pertaining to Resolution 249-13-1C was made by Commissioner Palewski. Commissioner Suttles seconded and the motion passed with 4 yea votes.

**Finance Report:** Recorder Moss gave the finance reports for the month of December 2013. Recorder Moss explained that there was an issue with the Tennessee Consolidated Retirement System (TCRS) in November. She reported that the Townsend forms were mailed to the City of Manchester. She explained that TCRS is claiming no fault for the error and that the City of Townsend will be penalized if forms are submitted late again within a twelve month period. Recorder Moss stated that the difference between the manual typed excel report versus the Quickbooks report is exactly the amount of the November TCRS payment which is reflected in December. She stated that she is working on correcting the reporting error. Mayor Talley made a motion to approve the December 2013 finance reports. Vice Mayor Headrick seconded and the motion passed with 4 yea votes. Recorder Moss then asked the Commission about the request from Ms. Elizabeth Turner to include her information on the City Website. There was some discussion. Recorder Moss was instructed to work with the Mr. Roddey Coe to create a civic organizations page on the City's Website.

**Police Report:** Chief Suttles reported that it had been quiet. He mentioned that he hopes it remains quiet tonight and that the weather forecast is calling for ice and snow the rest of the night. He reported that remaining 2013 vacation time had been taken.

**Maintenance:** Chief Suttles reported that Mr. Glen McCampbell was back on his regular schedule now.

**Fire:** Chief Stallions reported that everything is going well and that their call volume was up ten percent. He reported that they are answering swift water calls for the National Park now which is part of the call increase. He mentioned that there is a crew on standby when the weather forecast calls for inclement weather. Chief Stallions mentioned a roofing issue in their office that was causing mold. He reported that they had fixed the issue.

**Recreation:** No Report

**Old Business**

1. **Public Hearing and Second Reading, Ordinance 271-13-1P, An Ordinance to amend the Townsend Zoning Ordinance to include provisions for detached garages/carports in side yards of residential districts:** Mayor Talley read the caption of Ordinance 271-13-1P and then opened the public hearing at 7:15pm. Planning Commission Chairwoman Sandy Headrick explained the purpose and importance of this Ordinance and mentioned that this Ordinance was drafted by the Townsend Planning Commission and recommended to the City Commission. There being no further public comments Mayor Talley closed the public hearing at 7:17pm. Commissioner Palewski made a motion to approve Ordinance 271-13-1P. Commissioner Suttles seconded and that motion passed with 4 yea votes.
2. **Tuckaleechee Utility District & Ivins and Ivins, Community Development Block Grant:** Mayor Talley opened the floor to Mr. Rick Russell of Brown, Pearman, Russell (bpr). Mr. Russell stated that this

portion of the meeting needed to be opened as a public hearing. He then passed a sign in sheet around. Mr. Russell explained that the Tuckaleechee Utility District would like the City of Townsend to apply for this grant again as they were not awarded the grant last year. There was a lot of discussion about this grant. Mayor Talley asked about them working with Blount County. Chief Stallions asked about fire hydrants. Vice Mayor Headrick asked about research. Mr. Don Headrick asked if the City of Townsend would receive a portion of the funds for administration. There being no further public comment the public hearing was closed at 7:39pm. Mayor Talley then read the caption of Resolution 252-14-1C. Mayor Talley made a motion to approve Resolution 252-14-1C. Commissioner Palewski seconded and the motion passed with 3 yea votes. Vice Mayor Headrick voted nay and mentioned that she would like to have had time to review the full 2014 CDBG application.

3. **Sandy Headrick, Non Resident Property Owner Voting Rights:** Mrs. Sandy Headrick mentioned that she was present on behalf of the Townsend Walland Business Alliance (TWBA). She reported that she and the TWBA are requesting that the City of Townsend add non-resident property owner voting rights to the revised City Charter before submitting it to the State of Tennessee for approval. Mr. John Wheeler reported that he once lived in Townsend but, left in 1979. He mentioned that his new business, Ace Hardware, is set to open on February 4, 2014 and that it distresses him that businesses fail. Mr. Wheeler mentioned that he thinks the vibrancy has been lost. Mr. Don Headrick reported that he has live in Townsend a long time. He reported that non-resident property owner voting rights use to be in the City Charter. There was some discussion about how and why non-resident property voting rights were Taken out in the past (1982). Mayor Talley spoke about parcel counts on the zoning map and mentioned that his number one commitment is to the residents, then the business owners, and then the visitors. Mayor Talley stated that the Commission meets almost every month and is willing to listen to everyone.
4. **Resolution 250-14-1C, Charter Revision:** Mayor Talley made a motion to table Resolution 250-14-1C until some more research can be completed with the people interested in non-resident property owner voting rights and the Blount Partnership. Commissioner Palewski seconded and the motion passed with 4 yea votes.
5. **Personnel Policy, Final Draft:** Recorder Moss walked the Commission through all the recommended amendments requested by City Attorney Will Carver. She reported that the Revised Personnel Policy would be ready next month to begin the adoption process.
6. **Review Draft, Citizen Complaint Procedures:** Recorder Moss explained the amendments that City Attorney Will Carver had requested and reported that this process would also be ready next month to begin the adoption process.

### **New Business**

1. **Eric Hinkle, Senior Transport:** Mr. Eric Hinkle and Ms. Jonie Shaver explained the Smiles program. Ms. Shaver explained one quarter of the riders is over sixty years old. She reported that there is currently one rider from Townsend. Mr. Hinkle and Ms. Shaver mentioned that they want to get the word and information about Smiles out to the Community. Ms. Shaver also mentioned that they currently need volunteers. Recorder Moss mentioned adding this organization to the future civic organizations page on the City Website.
2. **Janice Fillmore:** Mrs. Fillmore spoke about the a Plan ET meeting and that fact that Mr. Pete Maples property would be coming up for sale soon. She spoke about possible community activities that could be conducted on that property if it was purchased by the City. She then spoke about a Tennessee Department of Environment and Conservation (TDEC) grant workshop that would be at 10am on January 28, 2014. Mayor Talley mentioned that he has thought for some time that there is a need for a community center. Commissioner Palewski asked about the White Oak Building. There was some further discussion however no action was taken.
3. **Mayor Talley, BZA Vacancy Nomination:** Mayor Talley made a motion to appoint Mr. Ed Stucky to the Board of Zoning Appeals (BZA). Commissioner Palewski seconded and the motion passed with 4 yea votes.

4. **Resolution 251-14-1C, Election Call:** Vice Mayor Headrick made a motion to postpone Resolution 251-14-1C until the February 18, 2014 meeting. Commissioner Suttles seconded and the motion passed With 4 yea votes.

\*\* Mrs. Sandy Headrick asked about filling the Commission seat vacancy. Mayor Talley mentioned that he is currently gathering names of people that are willing to serve.

\*\* Mayor Talley mentioned that Officer Bill Allen has approached him about having a narcotics anonymous meeting in the auditorium. Recorder Moss informed Mayor Talley that he would need to obtain approval from Mr. Gary Farmer of the Blount County School Board as the City of Townsend does not have permission in the lease agreement to sublet any portion of the building and that the only agency's authorized by the lease to use the property is the City of Townsend, the Townsend Fire Department, and the Townsend Alumni Association.

There being no further business, Commissioner Palewski made a motion to adjourn at 9:24 pm. Vice Mayor Headrick seconded and the motion passed with 4 yea votes.

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

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

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