

**Regular City Meeting
Of the
Clifton Board of Commissioners
June 20, 2016**

Present:

Randy Burns, Mayor
Tommy Boyd, Vice Mayor
David Primm, Commissioner
Eva Ruth Warren, Commissioner
Layton Packwood, Commissioner
Byron Skelton, Interim City Manager
Austin Clark, Utility Dept.
James Evans, Utility Dept.
Kiersten Lee, Utility Dept.
Randy Battles, Fire Chief
Michael Hinson, City Attorney

Visitors:

Allen Cobb
Mrs. Michael Hinson

The meeting was called to order by Mayor Burns. A motion was made by Commissioner Warren to approve the minutes of the previous meeting. The motion was seconded by Commissioner Packwood, and carried unanimously.

New Business

Mr. Allen Cobb addressed the Commission. He stated that the holes on Ross Creek Road are getting deeper, and asked that the City do some repair work on the road. He said he would like to see the City put cold mix in the holes. The commissioners agreed that this should be done.

Old Business

Interim Manager Skelton told the Commission that as of this date \$83,500.00 of the \$100,000.00 that was budgeted has been spent on the fire hall renovation project.

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Continuing Budget Ordinance

A motion was made by Commissioner Warren to pass the Continuing Budget Ordinance # 253 on the second reading. The motion was seconded by Commissioner Primm, and carried unanimously.

Fire Truck Grant

Manager Skelton stated that the new fire truck may not be delivered until August, or September.

Budget Amendment Ordinance

A motion was made by Commissioner Primm to pass the Budget Amendment Ordinance # 254 on the first reading. The motion was seconded by Commissioner Warren, and carried unanimously. Manager Skelton said that we need to have another meeting to pass this ordinance on the second reading. The commissioners agreed to have a special meeting on 6-30-16.

Department Reports

Austin Clark reported on the recent inspection that was performed on our gas department. He told the commissioners that the City is required by the State to have our gas customers complete a survey. This will give customers a better understanding of our gas system. He also reported that they have been busy catching up on projects. He said they still need to get the area where the utility line was run to the Dollar Store cleaned up. Manager Skelton said that we may have to hire someone to help with the cleanup.

Vice Mayor Boyd asked why the inmate who is assigned to city hall has been working for the utility department. Austin Clark said they have been using him to help them when working on the right-of-ways because he is not allowed on private property. Vice Mayor Boyd said that mowing is getting behind because the worker has been moved to the shop.

Interim City Manager Skelton said that he is continuing to work on the budget. A representative from MTAS was supposed to meet with him but did not show up

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for the meeting. He also said we are waiting on MTAS to finalize our codes. He will bring this to the Commission for adoption once everything is finalized.

Fire Chief Randy Battles said everything is well with the fire department. He stated that three of our city employees have agreed to work any fire that occurs during the day. There have been three life flights, and no fires so far this month.

Manager Skelton stated that we are working with TDOT for approval of a new maintenance building for the airport.

Manager Skelton told the commissioners that one of our police officers has been off for three weeks on sick leave. He has been in the hospital, and had surgery.

Commissioner Packwood said he would like to brag on the good job our police officers are doing.

Mayor Burns said we have had two people pass away in Clifton and no one was aware of this for a few days. He said a suggestion has been brought to him for the City to have a check list and have people call in once a day to make sure they are ok. If we do not hear from them an officer would be sent to do a welfare check. The mayor suggested that a message concerning this be put on the utility bills. Manager Skelton said he would call the radio station about this.

Commissioner Packwood asked if a commission has been established to give suggestions for the renovation of the recreation building. The Interim City Manager said a commission has not been organized.

Commissioner Warren said that she feels it is not right that the hourly salary Austin Clark receives is more than James Evans salary, when James has been employed with the City longer. Interim Manager Skelton explained that Austin was given a raise when he passed a test and received his Water Distribution License. Vice Mayor Boyd said that we stopped giving salary increases when an employee gets a license. He said that last year the Commission said no raises for employees, but one employee who has been here only a year has received a

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substantial raise. He said this raise makes this employee the 4th highest paid working for the City. He said that this employee is making the same amount that that it took a former employee 22 years to make. Manager Skelton asked Vice Mayor Boyd who he was speaking of. The Vice Mayor said it took Ms. Claudie Primm 22 years to make the amount that Ms. Gilda Staggs is now making. Manager Skelton said that when he hired the employee he told her he would give her an increase after one year if she learned the job. Mayor Burns said Ms. Staggs went right to the top. He stated that she received a 9.8% increase in one year.

Commissioner Warren asked when James Evans would be getting his license. The Interim City Manager said he would be taking his test later this year.

Commissioner Packwood said that he feels anyone who receives a license should get a raise because they are taking a risk of going to jail if anything goes wrong.

Vice Mayor Boyd said he feels an employee should not get an automatic raise.

Attorney Hinson asked the commissioners if the City has a pay scale, according to a job or longevity. He said if the City had this in their policy manual it would take the confusion out. Vice Mayor Boyd suggested that we check with Waynesboro and Collinwood about what their pay scale is. Attorney Hinson said that Perry County would be good to look at, and also Hohenwald. The commissioners agreed that anytime there is a verbal agreement, there should also be a paper trail. Commissioner Primm said he feels we should give across the board raises to employees. Commissioner Packwood said he does not believe in across the board raises. He would like to see what the salaries are of City's comparable to our size. Commissioner Packwood asked the Interim City Manager if he could have this information for the 6-30-16 meeting. Manager Skelton said no. Attorney Hinson said it could take up to 6 months to get a fair salary survey. Commissioner Warren said that all our police officers are making the same no matter how long they have been employed. She feels if you have someone who is good at their job they should be paid well. Vice Mayor Boyd presented Manager Skelton with an evaluation form from the City of Waynesboro. Manager Skelton told the commissioners that once we get our policy manual passed, MTAS will supply us

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with employee evaluation forms. The scoring will be from one to five, with five being excellent. Vice Mayor Boyd said that he does not feel anyone should receive five because there is always room for improvement.

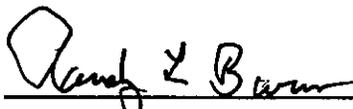
Manager Skelton informed the commissioners that we cannot make direct deposit mandatory for our employees. He said that per MTAS, this would be illegal.

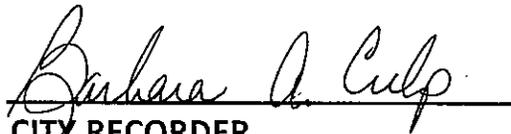
Mayor Burns asked about the lights for the ballfield walking trail. Manager Skelton said that they would be installed this week.

Mayor Burns asked if part-time employees receive vacation leave. Manager Skelton said no, they do not.

Fire Chief Battles said that he would love to see the fire siren installed on top of the fire hall once the renovation has been completed. Vice Mayor Boyd said we may need to check to see if it is still working.

There being no further business, the meeting was adjourned.


MAYOR


CITY RECORDER