

Regular City Meeting
Of the
Clifton Board of Commissioners

December 21, 2015

Present:

Randy Burns, Mayor

Tommy Boyd, Vice Mayor

David Primm, Commissioner

Eva Ruth Warren, Commissioner

Layton Packwood, Commissioner

Byron Skelton, Interim City Manager

Jerrols Russell, Utility Supervisor

Coty Smith, Sewer Plant Supt.

Randy Battles, Fire Chief

Michael Hinson, City Attorney

Gilda Staggs, Administrative Assistant

Visitors:

Mrs. Michael Hinson

A motion was made by Commissioner Warren to approve the minutes from the previous meeting. The motion was seconded by Commissioner Packwood and carried unanimously.

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Old Business

Interim City Manager Skelton reported to commission that he was working with the staff from the Turney Center Annex on the Fire Hall renovations. The Fire Chief, Randy Battles, reported that he and his men can do a lot of the work with help of an inmate crew. The plumbing, roof and the electrical will have to be done by a licensed professional, since it is public property. A discussion was had concerning these renovations.

A motion was made by Commissioner Packwood to carry on with the \$100,000.00 budget. The motion was seconded by Commissioner Warren.

Bids on New Fire Trucks

On November 19, 2015, bid openings were taken on two (2) trucks. Bid tabs were submitted to the State and the following companies were awarded the bids.

1. E.V.S \$214,000 for a fire pumper truck.
2. Custom Truck and Bodywork \$137,000 for quick attack engine.

Community/ Recreational Center

Interim City Manager Skelton informed the Commission that he recently attended a Grants workshop through TDEC for information on 2 grants that are available for Recreational purposes. He further stated the LPRF Grant is the Local Park Recreational Fund and is an 80/20 match of \$250,000 maximum amount.

RTP Grant is the Recreational Trails Program and is a 50/50 match of \$200,000 maximum amount. He informed the Commission that he and Parks Director Kelley

We're looking into the possibility of these grants.

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Both of these grants are due April 22, 2016. The City can apply for these grants to help with the cost of the Community Recreational Center.

A motion was made by Commissioner Boyd and was seconded by Commissioner Warren and motion was carried unanimously.

Multi-Modal Grant- The Commission was informed that their application did not go to the state level this year due being 2 points shy to the second place applicant. There may be an opportunity next year to reapply if any of the funds are available.

The two that were awarded the grant were Lawrenceburg and Linden, TN.

NEW BUSINESS

Interim City Manager Skelton advised that at the last Airport Authority meeting there was a question as to who actually appoints the Airport Authority members.

Copies of the Charter were passed out to the commission concerning the members terms that are set to expire.

The City Commission does appoint the Airport Authority members.

The Airport Authority will have 2 open chairs at the end of December and were asked to be considering possible members.

The Historic/ Zoning Commission currently have 2 open chairs.

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Two recommendations for the Historic/Zoning Commission, Mayor Randy Burns has recommended Cauldwell Davis be contacted and Commissioner Warren has requested Jackie Bruton be contacted as well.

Solid Waste

A discussion was had concerning the Solid Waste rates. The Interim City Manager advised the Commission that in 2014 the contractor's rates were \$1.52 and the City's portion was \$1.73, equaling a total of \$3.25, per residential customer. In May, 2014 the Contractor came before the Commission and requested an increase to \$4.00 per residential customer for the contractor's services.

The interim City Manager Skelton stated an Ordinance was passed in June 2014, to increase Solid Waste Collection service rates from \$3.25 to \$11.18.

In reviewing these rates it was suggested that the Interim City Manager look into these rates and to find an appropriate residential customer rate.

Department Reports

Sewer Department Supervisor, Coty Smith stated that everything is going well and he is working with the Interim City Manager on two (2) aerators that need repair.

Utility Maintenance Supervisor, Jerrolds Russell stated that they are currently working on water, sewer and gas supplies to the new Dollar General store when weather permits. He also stated that Austin Clark, has received his Water Distribution License. James Evans will be able to retest in six (6) months. Austin Clark will be working on his Back Flow License next.

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Fire Chief, Randy Battles stated that the Fire Department had burned an old house and had responded to several Life Flight calls.

Other Business

Commissioner Warren asked if we had the electrician look at the electrical issue on Main Street due to some of the new outlets not working properly. Interim City Manager Skelton informed her that the electricians had come and explained that the GFI outlets were very sensitive to moisture. Moisture and faulty extension cords contributed to the outlets being kicked out. Electrical tape will not protect against moisture. To solve this problem, the city can purchase weather proof boots to cover the outlets to keep moisture out and to prevent the outlets from being kicked out if we keep the GFI'S.

The Fire Chief, Randy Battles, brought attention to his salary check, for the month of November, never being received at his house. He asked the City to pay the late fees to WCB to the amount of \$400 in interest. After a discussion Commissioner Primm made a motion to pay the interest to Fire Chief Randy Battles of his lost check, and seconded by Commissioner Packwood, this motion carried unanimously. Interim City Manager Skelton said that he would re-issue the check on following Tuesday, when payroll was processed. The Commission advised that future checks for Fire Chief Battles be placed in his mailbox at City Hall.

Mayor Burns asked if the City is looking at the possibility of direct deposit to reduce the chance of loss. Interim City Manager Skelton stated yes we are looking into that in the near future.

Commissioner Primm questioned if we had our Budget submitted to the Comptroller's Office. Interim City Manager Skelton confirmed that the Comptroller's Office has been provided with all Budget documentation.

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Commissioner Packwood ask if the structure behind, what use to be Ernie's restaurant, had been approved through the Historic Commission. Manager Skelton stated that he did not think it had been. This structure had been there several years. Commissioner Packwood ask if a letter could be sent to the present owner to have it removed

Commissioner Primm requested we have new signs added to the City of Clifton stating "Welcome to Clifton" and "In God We Trust".

Commissioner Primm requested that the Commission begin receiving monthly Expense Reports.

Commissioner Packwood asked the progress on the Employee Handbook.

Interim City Manager Skelton stated that we were at the point in the Handbook of changing to the State Travel Policy as they had requested. He also stated that

MTAS has supplied a template on small municipal handbooks that we are referring to.

Commissioner Warren asked about our Website. She was advised that a new

Website was in the process of being designed and this one will be mobile friendly.

Mayor Randy Burns requested that we check on some possible illegal taps into the City water mains.

Commissioner Warren asked if we could talk to B.R. Rich Bargains about leaving their merchandise on the sidewalks at night.

Commissioner Boyd requested a breakdown of how the funds were

distributed within the Budget for the River Resort Act.