

**CITY OF ETOWAH, TENNESSEE
COMMISSION MEETING**

Record of Minutes of Regular **Meeting Date** March 28, 2011 **Sheet No.** _____

A regular meeting of the Etowah City Commission was held on Monday, March 28, 2011 at 6:30 p.m. at the Gem Theater, 700 S. Tennessee Avenue, Etowah, Tennessee. Members present were Mayor Burke Garwood, Vice Mayor Charles Slack, Commissioner Ann Abbott, Commissioner Matt Goodin and Commissioner Dennis Morgan. Also present were City Manager Matthew Gravley, Recording Secretary Margaret Cheek, and Finance Director Melissa Henderson.

Mayor Garwood called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance and Prayer.

APPROVAL OF THE MINUTES

A motion was made by Mayor Garwood to approve the minutes of March 14, 2011 subject to adding a sentence in paragraph two under Petitions and Communications stating that all board members were in agreement. The motion was seconded by Commissioner Goodin and passed unanimously by a commission vote.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC - None

NEW BUSINESS

- a. Finance Director Melissa Henderson included in the commissioner's packet a copy of the Budget Calendar for the fiscal year 2011-2012 for their approval. Mayor Garwood asked the board members if anyone had a problem with the dates that were set for the budget meetings. Everyone was fine with the dates so Mayor Garwood noted the budget calendar was accepted.

- b. Rodefer Moss and Company, city auditors, presented their new contract for the year to the board for approval. Mayor Garwood stated there were no changes to the contract and asked if any of the commissioners had any questions. There being no questions Mayor Garwood said the board accepts the contract.

- c. The Police Department requested approval to purchase new computer hardware from Local Government. City Manager Matthew Gravley reported that Local Government is the company that we use for the Administration Office. They are a very good company to work with. He said the Police Department needs updated hardware to work more efficiently. This amount of \$2,870 includes set up reported Gravley.

A motion was made by Commissioner Abbott seconded by Vice Mayor Slack to approve the purchase. The motion passed unanimously by a commission vote.

d. Bill and Jane McConkey had requested the city repair a drainage problem in front of their house located at 1112 Pennsylvania Avenue. Mayor Garwood asked Billy Ingram, Public Works Director why the drawing in the commissioner's packet included both sides of the street. Ingram stated that the house across from McConkey was also having drainage problems. He said he felt that both sides needed to be repaired. Commissioner Morgan said that since the city would be getting on their property to do the repair, we should get something in writing releasing the city of liability. Ingram stated they would not be getting on their property they would stay on the city's right of way.

A motion was made by Mayor Garwood seconded by Commissioner Goodin to approve the repair work on Pennsylvania Avenue. The motion passed unanimously by a commission vote.

e. Contract mowing of the city property had been put out for bids. City Manager Matthew Gravley stated that he had included a spreadsheet of the bids that were acceptable in the commissioner's packet. He said he felt it should be a local contractor and his recommendation would be for Morgan Mowing & Bush Hogging. Mayor Garwood said he wanted to point out that the city had a Nepotism Rule which stated family members could not work in the same department unless they were part time. Part time employees are exempt from this rule. So as long as Commissioner Morgan declares he has a conflict of interest in this matter and doesn't vote on this there shouldn't be any problems.

A motion was made by Vice Mayor Slack seconded by Commissioner Goodin to approve the mowing contract with Justin Morgan. The motion passed by a majority vote with Commissioner Morgan abstaining from voting due to a conflict of interest.

OLD BUSINESS - None

CITY MANAGER'S REPORT

City Manager Matthew Gravley reported this past week we had our emergency sirens repaired and tested. That evening they were actually used for the purpose of a tornado warning. The sirens are activated by the firemen who have been contacted by 911. Commissioner Morgan said he felt the police officers should be backing up the firemen should they be somewhere fighting a fire.

I am having an EOC meeting planned for this Friday morning at 9:30 with EOC members Betty Hamby, Russ Duggan, Brandon Frost, Dale Ammons, Eric Armstrong, Billy Ingram and Dave Mason to discuss our EOC program.

The Etowah 4th of July committee has changed the date for the event from the second back to the fourth. They said they didn't have enough volunteers to put on a two day event. Mayor Garwood said he was tired of these committees coming to the city commission meetings asking the board for their permission to do something then going back to their meetings and changing it. These committees have boards they need to go before not us. Garwood said no more, it is over.

Clean up week this year is set for April 11th through April 15th. Keep McMinn Beautiful and the Public Works Department are working together. We will be advertising this and hopefully people will take advantage of this.

I will be advertising for two job openings. One is Margaret Cheek's position. She will be retiring April 29th. Also Larry Moses has accepted the Police Chief of Calhoun and his last day will be April 2nd.

Since yard sale season is here I would like to recommend changing the yard sale permits from two a year to five because we don't want to penalize those that want to have yard sales. Mayor Garwood said if you say two they will take five. Some are probably already having five. Garwood stated that was done because people were making a business out of it. There were yard sales weekend after weekend. Commissioner Morgan said they could go for a whole month. The policy is one yard sale equals three consecutive days or two consecutive weekends.

UNSCHEDULED ITEMS

Commissioner Morgan asked about signs to be placed at both entrances of town in regards to the McMinn Central Chargerettes Basketball team becoming state champions. Mayor Garwood said that would be addressed at Central High School on Saturday, April 2nd. There is to be a celebration at 3:00 p.m. in the gym at which time they are suppose to reveal pictures of the signs stated Garwood.

Commissioner Goodin said he wanted to congratulate Margaret Cheek on her retirement and thank her for the many years of dedication and service she has given to the city.

Commissioner Goodin said he also would like to know if one of the city meetings could be dropped. Mayor Garwood said that after the budget meetings maybe one of the meetings could be changed to a work shop meeting.

Mayor Garwood said there was going to be a Municipal Administrative Program at Athens, April 2nd. The cost is \$25.00 if you are a city official and \$55.00 if you are not.

Mayor Garwood said he had been riding around town and said he is upset about the garbage cages that are setting out at the curbs in front of houses. Garwood said he felt most of these are from renters. He said he was tired of looking at them and wants them removed. There is an

ordinance about setting your garbage cans out before trash pickup. Mayor Garwood said he would like for the City Manager to get with the Planning Commission and come up with some type of letter to let everyone know they are to remove the cages or they would be fined.

ADJOURNMENT

A motion was made by Mayor Garwood seconded by Commissioner Goodin to adjourn the meeting. The motion passed unanimously by a commission vote.

E. Burke Garwood III, Mayor

Melissa Henderson, City Recorder

Respectfully submitted by:

Margaret Cheek, Recording Secretary