

**Regular Meeting of the
Board of Mayor and Council
City of McKenzie
McKenzie, TN. 38201
December 14, 2017**

- a. **Call to Order** – Mayor Holland
- b. **Opening Prayer** – Councilperson Townes
- c. **Pledge of Allegiance** – Councilperson Townes
- d. **Roll Call** –

Mayor Holland - Present
Vice Mayor Hale - Present
Councilperson Allen - Absent
Councilperson Callahan - Present
Councilperson Martin - Present
Councilperson Pruneau - Present
Councilperson Townes - Present

- e. **Mayor's Welcome**

Mayor Holland called the meeting to order at 6:00 p.m. Mayor Holland extended a warm welcome to all.

- f. **Approval of Minutes**

Motion made by Councilperson Hale, seconded by Councilperson Martin, to approve the regular meeting minutes dated November 9, 2017. A motion to approve the minutes from the called meeting of November 21 was made by Councilperson Martin, with second from Councilman Callahan. Both motion pass.

- g. **Financial Matters**

There were no financial matters to approve at this time.

- h. **Old Business**

There was no old business to attend to at this time.

i. New Business

Amendment to the charter regarding council responsibilities:

- Council members shall be dismissed after missing 3 consecutive regular meetings (unless there are unusual and extenuating circumstances that the majority of the council approves.)
- Council members shall be dismissed after missing a total of half of all meetings in a 6 months period.
- A council member's stipend will be contingent upon the meetings attended for the month. This includes regularly scheduled, special called meetings, and workshops. For example if there are two meetings scheduled and the council person only attends one, the stipend for the month is \$ 75.00 instead of \$ 150.00
- Newly elected council members shall receive certification from the MTAS Newly Elected Officials Class Level 1 within 12 months of being elected.
- Council members shall receive certification from all state mandated requirements within the allotted amount of time given. Failure to adhere to either or both of these requirements shall result in dismissal from the board.
- Council members who have signed up for workshops, conferences, etc. which have a fee, hotel room etc. paid in advance, are responsible for the payment, if they do not attend, and the fees are non-refundable.

Discussion:

There was no discussion.

Action Taken:

A motion was made by Vice Mayor Hale, second by Councilperson Callahan to send these amendments to our attorney for submittal to the State.

Roll call vote: 5 Ayes, 0 Nays, 1 Absent. Motion passes

IDB Board appointment:

Discussion:

There was no discussion

Action Taken:

Appointment was postponed until the January meeting

HVAC bid:

Discussion:

Mayor Holland informed the council that the unit for the conference room area had gone out and the appropriate steps would be taken to create a bid package.

Action Taken:

Motion to approve the formation of a bid package was made by Councilperson Martin, 2nd by Hale. Motion passes

Employee Christmas Bonus:

Discussion:

Mayor Holland explained that in the past employees who had worked for the city for at least three (3) months or 90 days were eligible for the Christmas bonus. Full time employees normally receive a \$ 100.00 bonus and part time personnel receive a \$ 50.00 bonus

Action Taken:

A motion was made by Councilperson Pruneau, 2nd by Councilperson Townes to approve the Christmas bonuses.

Roll call vote: 5 Ayes, 0 Nays, 1 Absent. Motion passes.

Memorandum of Understanding:

Discussion:

Mayor Holland informed the council that after talking with both the Chief of Police and the Fire Chief there had been alterations to the memorandum that they would like to see before signing off with the County. The changes were indicated in red. Mayor Holland also informed the council that at this time, our radios are presently getting obsolete, and by joining the county, this would be a cost effective way to replace our radios. Then as radios are lost, broken or just quit working, we could replace them easier and they would then become a part of our inventory. We would not be responsible for additional antennas or talk groups.

Action Taken:

Motion to approve the amendments to the memorandum by Councilperson Pruneau, 2nd by Councilperson Callahan.

Roll call vote: 5 Ayes, 0 Nays, 1 Absent. Motion passes

USDA Grant Resolution: 17-011

Mayor Holland informed the council that a grant resolution was required in order to be in compliance to accept the \$ 9,500.00 used to purchase the self-contained breathing Apparatuses for the Fire Department.

Action Taken:

A motion was made by Councilperson Martin, 2nd by Vice Mayor Hale to adopt the resolution.

Roll Call vote: 5 Ayes, 0 nays, 1 Absent. Motion passes

j. Any Other Business

Bob Safin, a Civil Engineer in Design & Project Management with TLM conducted the first of two Public Haring on the Multi-Modal Grant, which is a Pedestrian Oriented grant and will pay 95 vs 5 %. He explained the curb and gutter construction will take place down Cedar Street on the east side. It will be an ADA 5' sidewalk with 2% slope and will have grass strips between any parking and the sidewalk. There will be a refuge island for safety at the crossing near Sonic. The sidewalks will run from Cedar and will stop at Dollar General on Hwy 79. Small islands will be put in sections where there are large expanses of pavement. Driveways will have 6" thick concrete.

k. Citizens Input

There was none.

l. Department Head Reports

Fire Chief Tucker responded for the Fire Department reporting 30 total incidents for the month.

MPD Chief Moates reported 651 vehicle stops, 674 security checks for Home/business/parks, conducted 136 10-43 investigations along with various other calls for a total of 1795. He also commended Officer Frank McGee for being awarded the Tennessee Safety Officer Award for his enforcement efforts.

Public works Director Mercer stated that they were extremely busy with leaf pick up. He stated once the leaves slowed down, the department would begin with some tree trimming.

Park Director French reported that the restrooms at the parks had been closed and winterized. There are portable units available for any guest.

Water Superintendent Wood stated all was calm at the both water and wastewater plants at this time.

Mayor Holland reminded the council that the employee Christmas lunch would be Monday, the 18th @ 11:30 at Bobby Gee's diner.

m. Adjournment

With no further business, motion was made by Councilperson Townes, seconded by Councilperson Callahan, to adjourn. The motion passed.

APPROVED: _____
Jill Holland, Mayor

ATTEST: _____
Jennifer Waldrup, City Recorder/ City Clerk

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