

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

November 15, 2018

Present: Mayor Chris Goodman
Vice-Mayor Ken Sutton
Aldermen Greg Duncan, Kelly Rector & Frank Cates

Prayer and Pledge of Allegiance to the American Flag

1. **Call to order by Mayor Goodman**
2. **Quorum established**
3. **Approval of Agenda**

Mayor Goodman called for a motion to review the agenda; a motion was made to review by Vice Mayor Sutton and seconded by Alderman Cates. Mayor Goodman requested consideration from the Board to remove Ordinance 18-08 under New Business. Alderman Rector made a motion to amend the agenda removing Ordinance 18-08. The motion was seconded by Alderman Duncan. A motion to approve the amended agenda was made by Vice Mayor Sutton as presented and seconded by Alderman Cates. All in favor, none opposed, the motion passed unanimously.

4. **Reading and correction/Approval of Minutes of Regular Board Meeting**

Mayor Goodman called for a motion to review October 18, 2018 Regular Board Meeting Minutes; a motion was made to review by Alderman Cates and seconded by Alderman Rector. A vote was called to accept the October 18, 2018 Regular Board Meeting minutes; All in favor, none opposed, the motion passed unanimously.

5. **Citizen's Comments**

Mr. Kelso respectfully expressed his wish to see the Mayor and Board to work together as a team.

6. **Communications from the Mayor**

Mayor Goodman thanked all in attendance of the board meeting and wished everyone a Happy Thanksgiving. The Mayor announced the Town of Oakland Offices would be closed, Thursday and Friday, in observance of Thanksgiving and reminded everyone whose trash is picked up on Thursday will be picked up on Friday.

7. **Reports from Department Heads**

Code Enforcement – Walter Owens provided update.

Water & Public Works – Harvey Ellis provided update.

Parks & Recreation – Brandon Mullins provided update.

Police Department – Chief Earl provided update.

Fire Department – Chief Walls provided update.

Admin. Department- Yvonne Bullard provided update

8. Report from Oakland Chamber of Commerce

Ms. Krepela was not in attendance. Mayor Goodman announced a chamber event, “Coffee Connection” taking place at Twigs & Things, 8:30-9:30am, November 16, 2018.

9. Reports from Members of the Board of Mayor and Aldermen

Discussion Items:

- **Presentation of Oakland’s FYE 2017 Audit** – Matt Shorter and Trey Watkins of Watkins and Uiberall presented the FY 2017 audit to the Board. The audit firm declared an unqualified opinion (a clean audit with no material findings), indicating that the financial records have been maintained in accordance with the standards known as Generally Accepted Accounting Principles (GAAP). There was one (1) finding, 2017-001: Untimely financial close procedures – *The accounting records for FY2017 were not closed prior to August 31, 2018 (TCA 9-2-102)*. Vice Mayor Sutton inquired of the Management Letter with regard of the Fire Fees comingled in the General Fund and not in a separate account. Mr. Shorter explained that was a compliance issue and did not affect the financial statements; the letter was issued to call attention that the Fire Fees were not set up according to the Ordinance. Vice Mayor Sutton requested the minutes to reflect, the audit findings in the previous year (FYE2016) were corrected. A motion was made to accept the FY2017 Audit as prepared by Watkins and Uiberall. The motion was seconded by Alderman Rector. All in favor, none opposed, the motion passed unanimously.
- **Amendments to Town Charter** – Vice Mayor Sutton requested consideration of scheduling a workshop to discuss amending the current Mayor and Board of Alderman form of government to a Town Manager form of government. Mayor Goodman explained the process as the Board will determine any changes or additions to the charter, draft a resolution as such, send it to our State Senator who will present it to the Governor for approval. Vice Mayor Sutton made a motion to schedule a Workshop. Alderman Cates seconded the motion. The Board set the Workshop date as Tuesday, November 27th at 7:00pm, noting the public is invited to attend. All in favor, none opposed, the motion passed unanimously.
- **Town of Oakland Webpage** – Andy Clyce answered questions and concerns of the Board regarding the town’s current website and presented his plan for the updated version. The Board was satisfied and the contract details will be worked out within a few days.
- **Town Communications (Telephone and Internet)** – The Board requested the Mayor to get quotes on getting a new carrier vs staying with the current carrier and adding a 2nd for the purpose of back up and report back to the Board next month.

- **Town Planning** – Mayor Goodman stated classes are available for the committee members and they are usually scheduled during normal business hours and the committee members have jobs. Vice Mayor Sutton stated his intent and concerns are that the committee members have what they need to do their job and avoid any possible law suits.
- **Cost of permits for vendors and door to door sales** – Vice Mayor Sutton made a motion to put a cease and desists moratorium on Peddlers and Vendors until further notice. The motion was seconded by Alderman Cates. All in favor, none opposed, the motion passed unanimously.
- **Mayor's time sheets** – The Mayor assured the Board, he is sending his time via email.

10. Old Business

11. New Business

12. Approval of Invoices or Credit Applications

A motion was made by Vice Mayor Sutton to review the invoices. The motion was seconded by Alderman Cates. Alderman Rector recommended we draw up a stipulation requiring vendors to submit invoices on a timely manner.

A motion was made by Vice Mayor Sutton to approve the payment of listed invoices. The motion was seconded by Alderman Cates.

13. Adjournment

Motion made to adjourn by Alderman Rector and seconded by Alderman Cates. All in favor. The meeting was adjourned.

Date: November 15, 2018



Chris Goodman, Mayor



K. Yvonne Bullard, City Recorder