Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes
October 17, 2019

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

Prayer and Pledge of Allegiance to the American Flag

1. Call to order by Mayor Goodman
2. Quorum established – Alderman Duncan was absent
3. Approval of Agenda

Mayor Goodman called for a motion to review the agenda; a motion was made by Alderman Cates and seconded by Alderman Rector. The Mayor requested 3 additions to the agenda: (1) Confirmation of two (2) BZA Board appointments, (2) add Resolution 19-50 – A donation of 12 lockers to Fire Department and (3) add Resolution 19-51 – Uniform Bid Request. A motion was made by Vice Mayor Sutton to approve the agenda with the 3 additions. The motion was seconded by Alderman Rector. All were in favor of accepting the amended agenda, 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 September 19, 2019 Regular Board Meeting Minutes; a motion was made to review by Alderman Cates and seconded by Alderman Rector. A call to vote accepting the September 19, 2019 Regular Board Meeting minutes as presented; all in favor, none opposed. The motion passed unanimously.

5. Citizen’s Comments

Carol Willis –Misty Fields – Addressed concerns of vehicles parking on street and the depreciation of the neighborhood.

6. Communications from the Mayor

Mayor Goodman welcomed all in attendance. Mayor Goodman announced to the attendees, the meeting is being recorded and will be put on the website.

The Mayor stated he would speak with the Police Chief concerning vehicles parking on streets, but suggested the citizens obtain a copy of their subdivision ordinances/regulations.

The Mayor thanked all who attended the Town Hall Meeting to discuss the future of Parks and Rec development. He stated there will be more meetings scheduled in the future and encouraged everyone to attend.
Mayor Goodman reported TDEC and Representative Gant met. The results of the meeting were positive for the citizens of the Black Ankle community. While the Town is restricted from cutting grass and trees, it was found any “fallen trees” can be removed. A few areas were pointed out that did not fall under the permit, those are allowed for cleanup. The Town has started the process in acting on the findings.

7. Reports from Department Heads

Code Enforcement - Walter Owens was out, Greg Quinn provided update.
Water & Public Works - Harvey 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 absent.
Up-coming Event(s):
Saturday, October 26, 2019 – Haunted Trail and Truck or Treat at Ring Container

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

Discussion Items:

- **Carl Perkins Center Sponsorship Request** – Director Hillary Duffy request $1,500.00 for a “Host Sponsorship” for the Festival of Trees that will be held in Oakland. The festival will open Thursday, December 5, 2019. Vice Mayor Sutton made a motion to contribute fifteen hundred dollars ($1,500.00) for the “Host Sponsorship” of the 2019 Festival of Trees. The motion was seconded by Alderman Rector. None opposed. The motion passed unanimously.

- **Organizing and Event Planning** – Alderman Cates expressed dissatisfaction in organization related to town events / business and failed execution of plans.

- **Street Paving** – Alderman Cates inquired of status of 2019 Roadway Improvement. A discussion of the paving project’s start and end dates lead to comments of holding the contractor to the dates.

- **Workshop** – Alderman Cates requested workshops be scheduled for:
  1. Parks and Rec Property & Development – a 2nd meeting;
  2. New Building – Departments/employee move;
  3. Contracts
     The Mayor requested Board to send dates available for workshop(s).

- **Health Insurance** – Vice Mayor Sutton inquired if the town’s insurance broker has provided training to the employees helping the employees to ensure most economical use of their insurance benefit.
• **Water/Wastewater Pay Structure** – Vice Mayor Sutton asked the status of the pay increase that was discussed at the time the budget was passed. Mr. Ellis was asked to present the board with an employee list showing current salary and suggested increased salary.

• **Time Sheets on Department Heads** – Alderman Cates asked why salaried Department Heads are turning time sheets. The Mayor stated the salaried employees would no longer turn in time sheets as of the 1st full pay period of November 2019; beginning November 8th, 2019.

• **Secondary Employment** – Alderman Cates asked Police, Fire & Public Works if they have employees who have secondary employment that may interfere with their employment at the Town of Oakland. It was explained that anyone working a secondary job is required to complete a “Request for Secondary Employment”, with the understanding, that the secondary job would not conflict with their primary employment with the town. The discussion turned to the position of the “Mayor”, specifically related to the Board’s authority in approving secondary employment of the Mayor. Attorney Minor was asked for a legal opinion to be reported to the Board.

• **Office Space** – A motion was made by Vice Mayor Sutton to prepare to move administrative including water billing department staff to Main Street building. The motion was seconded by Alderman Cates. The motion passed 2-1. Vote resulted in Vice Mayor Sutton and Alderman Cates in favor. Alderman Rector casting the opposing vote.

• **Unfinished Business** – Vice Mayor Sutton reiterated that while Codes was tasked to focus primarily on overgrown grass, silt fencing and mud issues & contractors’ violations; he was disappointment that, the residential moratorium, did not make a noticeable difference in the number of violations issued based on the reported numbers.

10. **Old Business**

• **Cypress Creek Bridge Update** – The County Mayor has yet to respond with dates of availability to meet. Mayor Goodman will attempt to contact him early next week to arrange a meeting.

11. **New Business**

• **Resolution 19-44 – Adopting the ADA Transition Plan**
  A motion to hear was made by Vice Mayor Sutton, with a second by Alderman Cates. An amending motion was made by Alderman Cates to table until November meeting giving the Board reasonable time to review the information provided to them on a thumb drive. A second was made by Vice Mayor Sutton. None opposed. The motion passed unanimously.

• **Resolution 19-45 – Water / Waste Water Department – Request for Bids: Sewer Maintenance Services**
  A motion to hear was made by Alderman Rector, with a second by Alderman Cates. Vice Mayor Sutton called for a vote. All in favor, none opposed. The motion passed unanimously.
- **Resolution 19-46 - Parks & Recreation – Request for Qualifications: Complex Design-Build**
  A motion to hear was made by Vice Mayor Sutton, with a second by Alderman Rector. Vice Mayor Sutton called for a vote. All in favor, none opposed. The motion passed unanimously.

- **Resolution 19-47 - Parks & Recreation – Request for Bids: 51 Main Street Contractor**
  This resolution failed due to lack of a motion.

- **Resolution 19-48 – Section B Fairway Village Subdivision Contract**
  A motion to hear was made by Vice Mayor Sutton, with a second by Alderman Cates. Vice Mayor Sutton called for a vote. All in favor, none opposed. The motion passed unanimously.

- **Resolution 19-49 – Waste Connection – 5th (Final) year Contract Extension**
  A motion to hear was made by Vice Mayor Sutton, with a second by Alderman Rector. Alderman Cates called for a vote accepting the resolution. All in favor, none opposed. The motion passed unanimously.

12. **New Hire – Application Review**
   A motion was made to review by Vice Mayor Sutton, with a second by Alderman Rector. Vice Mayor Sutton made a motion to accept the applicant. Alderman Cates seconded the motion. All in favor, none opposed. The motion passed unanimously.

13. **Added Agenda Items:**

   **BZA Appointment Confirmations:**

   Christina Hall – A motion was made by Alderman Rector to confirm BZA appointee Christina Hall. The motion was seconded by Vice Mayor Sutton. All in favor, none opposed. The motion passed unanimously.

   Judy Miller – A motion was made by Alderman Rector to confirm BZA appointee Judy Miller. The motion was seconded by Vice Mayor Sutton. All in favor, none opposed. The motion passed unanimously.

- **Resolution 19-50 – Accepting Donation for Oakland Fire Department – 12 Turnout Gear Lockers**
  A motion to hear was made by Alderman Cates, with a second by Alderman Rector. All in favor, none opposed. The motion passed unanimously.

- **Resolution 19-51 – Water / Waste Water & Codes Department(s) – Request for Bids: Sewer Maintenance Services**
  A motion to hear was made by Alderman Cates, with a second by Alderman Rector. All in favor, none opposed. The motion passed unanimously.

14. **Approval of Invoices or Credit Applications**
   None
15. Adjournment

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

Date: October 17, 2019

Chris Goodman, Mayor

K. Yvonne Bullard, City Recorder