

November 22, 2010

REGULAR CITY COUNCIL – MINUTES

Mayor Burton called the regular City Council Meeting to order on November 22, 2010, at Clinton City Hall at 5:30 p.m. Councilman Larry Gann, Councilman Robert Herrell, Councilman Charles Lyons, Councilman Jim McBride, Councilman Jerry Shattuck and Councilman E.T. Stamey were present.

Guest and Staff present:

| | | |
|----------------|-----------------|--------------|
| Elizabeth King | Roger Houck | Curtis Perez |
| Ken Leinart | Gina Ridenour | Dale Isabell |
| David Queener | Archie Brummitt | Vicki Violet |
| Don Rains | Rick Scarbrough | |
| Tony Stubbs | Lynn Murphy | |

Councilman Charles Lyons made a motion to approve the agenda as received and Council E.T. Stamey seconded the motion. The motion was moved to carry.

Councilman Jim McBride opened the meeting with prayer and led the pledge of allegiance.

Councilman Jim McBride made motion to approve the September 20, 2010 regular meeting minutes and Councilman Larry Gann seconded the motion. Motion carried.

Councilman Charles Lyons made motion to approve the October 25, 2010 regular meeting minutes and Councilman E.T. Stamey seconded the motion. Motion carried.

MAYOR’S COMMUNICATION

Mayor Burton reported he, City Manager Houck and Tim Thompson met with Aisin and paid \$205,000.00 toward the City’s debt and that a plan was in place to pay the remaining debt in early 2011.

Committee Reports

School Board Report -

1. Dr. Violette reported that the TCAP state scores would be in soon.
2. Troops to Teacher Program appeared on WATE – TV.
3. Dr. Violette reported there would be no School Board Meeting in December.

Dale Isabell discussed the school financial report and Amendment #3, General Purpose School Fund in the amount of \$12,402.33 to cover additional workman’s compensation insurance premium and maintenance cost. Councilman Jim McBride made the motion to pass Amendment

#3 and the motion was seconded by Councilman Gann. Motion passed unanimously by roll call vote.

Board of Zoning Appeals

Councilman Larry Gann reported the Board of Zoning Appeals approved applicant Brenda Phelps a front setback from 30 ft to 17 ft for a detached accessory building located at 501 Park Ave.

Clinton Regional Planning Commission Report –

Councilman Gann reported the Regional Planning Commission met on November 8, 2010 and approved a final plat for Tim Crowley located on Beechwood Lane, property zoned R-1. Also approved a site plan for Food Lion located at 400 Yarnell Industrial Parkway, zoned M-2. Approval was given to George McGrew for a final plat located at 1220 Eagle Bend Road, property zoned R-1. The Commission continues to discuss Sign regulations and plan to have a workshop on December 6, 2010.

Clinton Utilities Board Report –

Councilman Charlie Lyons reported that CUB met on November 11, 2010 and approved paid vouchers of \$8,787,709 for a net of \$270,467. Fuel adjustments decreased for the first time in eight months. CUB will raise water and sewer rates by 12%, the first increase in 6 ½ years. The increase will go pay to overhaul some old pumping stations and other needed upgrades. CUB discussed a law that doesn't allow utility companies to give municipalities the free use of equipment/electricity for Christmas lighting.

Interim City Manager reported that CUB had always assisted the city with the installation of Christmas decorations in the downtown area, as well as on Main Street, Clinch Avenue, and Charles G. Seivers Boulevard with no cost to the city. CUB (as were other utility companies statewide) were notified of a provision in State Law (TCA 7-52-116) that specifies municipalities must be charged for this work like a regular customer.

Cost estimates from CUB were provided by location: installation in the downtown area as well as Market, Main and Clinch \$11,000; decorations for Main and Market \$3,000 and Market Street only \$1,200 - \$1,300.

City Manager Houck stated that there are no funds allocated in the current budget for this work, so any costs for installing Christmas decorations will have to be taken from existing line items. Request for Council's guidance and recommendation on to how to proceed with this project was made. Councilman Rob Herrell made a motion to install lights to Market and Main for a cost of \$3,000.00 and Councilman Lyons seconded. Motion carried.

Other Board and Committee Reports –

Councilman Jim McBride reported that the Insurance Committee had estimates from two Health Care brokers, Trinity and Mercury. The estimates were included in the council packets. He stated that the comparisons show United Healthcare River Valley's annual premium of \$867,507.36 was a cost savings of \$107,496.24 to the City's current annual premium with Humana. Councilman McBride mentioned one employee that was under the care of a physician, not in United Healthcare's network, but stated United Healthcare River Valley had agreed to do a "continuation of care" for her with same co-pays. Mr. Tony Stubbs was asked to discuss the differences with the two healthcare plans. Mr. Stubbs reported there were very few changes and we shouldn't see much difference if any with our healthcare. All the area hospitals and most doctors were on their list of providers. Councilman Jerry Shattuck made the motion to change the city's Medical and Hospital Insurance plan to United Healthcare River Valley with an annual premium of \$867,507.36 with adjustments required when additional employees are added. Councilman Charlie Lyons seconded the motion. Motion carried.

Councilman Jim McBride commented that per his discussions with MTAS, the Healthcare contract should be brought before council for a vote and that in the past they, the council, had only voted on the budget which included the healthcare premium. He would like for this to be noted for future reference.

Mayor Scott Burton commended the insurance committee and Vice Mayor McBride, Councilman Herrell and Interim City Manager Houck for the valuable information and providing a cost savings to the City's current budget.

CITY MANAGER'S REPORT

GENERAL INFORMATION

20148. City Offices will be closed Thursday, November 25th and Friday, November 26th in observance of the Thanksgiving Holidays.
20149. The City of Clinton's Annual Christmas Parade will be held Saturday, December 4th at 6:00pm. The parade will follow the normal parade route - starting on Market Street at the railroad crossing and ending on South Main Street at South Hicks Street.
20150. The Annual Christmas Luncheon for city employees, members of the various Boards and Commissions that serve the city, will be held Friday, December 17th, from 12:00pm – 1:00pm at the Community Center.
20151. In conjunction with the Employees Christmas Luncheon, Roger Houck recommended the December City Council meeting be rescheduled for Friday, December 17th at 1:30pm, immediately following the luncheon. Councilman Rob Herrell made a motion to reschedule the Council meeting to December 17th at 1:30 pm and motion seconded by Councilman E.T. Stamey. Motion carried.

CURRENT PROJECTS AND ACTIVITIES

1. **Appointment of a City Recorder:**
With the recent termination of the former City Recorder, it is now necessary to appoint a new City Recorder and Deputy Recorder, in accordance with the requirements of Article IV, Section 6 of the City of Clinton Charter. Roger Houck appointed Gina Ridenour as City Recorder and Kathy Shoopman as Deputy Recorder; and request Council's approval of the appointments. Motion was made to approve appointments of Gina Ridenour as City Recorder and Kathy Shoopman as Deputy Recorder by Councilman Larry Gann and seconded by Councilman Rob Herrell. Motion carried.

2. **Budget Analysis / Financial Status / Audit Report:**
In connection with information discussed briefly last month, and in conjunction with the termination of the previous Finance Director, Interim Finance Director James Cotton has been evaluating all aspects of our financial operations. The accounting records are in a state of disarray, poorly organized and not up to date. The various bank accounts have not been reconciled for the past 15 months. Our auditors have been ready to start the annual audit for the fiscal year ending June 30, 2010; however, we cannot currently provide them with up to date records to audit. The Finance Staff are focused on bringing the accounting records up to date, and compiling information requested by the auditors to start their work. We are making some progress, but it is going to take some time to work through all the various issues that have been identified thus far. We anticipate being ready for the auditors by mid December, with their work to proceed as quickly as possible after that.

DEPARTMENTAL ACTIVITIES

A. ADMINISTRATION

1. Finance:

B. CODES ENFORCEMENT

1. The Codes Enforcement Department's monthly activity summary for October 2010 was included in your council package for review.

C. FIRE DEPARTMENT

1. The Fire Department's monthly activity summary for October 2010 was included in your council package for review.

D. POLICE DEPARTMENT

1. The Police Department's monthly activity summary for September 2010 is included in your council package for review.

2. The CPD hosted the 4th Annual Family Night Out on October 28th. Approximately 500 citizens attended and a good time was had by all.
3. The Police Department held an Assessment for the position for Patrol Sergeant. We had four officers participate. Officers Brandon Floyd and Doug Black were the successful applicants with the highest scores. The assessment was made up of 4 components: Scenario response to an expert panel, Media Interview, Written Essay, and Chief's Interview. Chief Scarbrough has recommended Officers Floyd and Black for promotions. They will assume their new responsibilities soon.
4. Officer Laura Arnold started Friday, November 19th as CPD's newest officer. She recently participated in a written and physical fitness testing assessment conducted by the police department. She was the highest scorer and was recommended by Chief Scarbrough for employment.

E. PUBLIC WORKS DEPARTMENT

1. Public Works Department crews have completed the first round of leaf collections. This week begins the second collection cycle, and each city street receives three leaf collection visits spaced one month apart. A link to the leaf collection schedule is posted on the opening page of our website, or residents may call the Public Works Department at 457-6495 for more information.
2. Public Works staff is servicing and preparing snow removal equipment for the upcoming winter season.
3. Public Works crews will be working an overtime shift to assist with the placement and removal of traffic control devices, and to perform clean-up for the Christmas Parade on Saturday December 4th.

Mayor Scott Burton commented on what a fine Public Works Department the City has and states our citizen's comment on them regularly. Councilman Larry Gann echoed his comments and appreciated their work.

F. RECREATION DEPARTMENT

1. Community Center Schedule:
 The Clinton Community Center will start the Winter Operational Schedule on Monday, November 29th: Winter hours are as follows:
 - Monday – Saturday: 7:30am – 9:30pm
 - Sunday: 1:00pm – 6:00pm

OLD BUSINESS –

Councilman Charlie Lyons stated that he thought someone was looking into an old request for a loading zone in the Ace Hardware location. Roger Houck reported that Bill Riggs had looked through council meeting minutes back through 2006 and found nothing. Don Rains address the

council regarding the loading zone and remembered discussion had been made and felt the loading zone was needed for safety reasons. Mayor Burton asked Mr. Rains if he would work with Rick Scarbrough on this issue and come back to council for review to the December 17th council meeting. Councilman Jim McBride stated that he wouldn't vote on anything unless all merchants agreed on the location. He further stated that his support to the other loading zone was due to there being no location/rear access for that merchant to load and unload merchandise.

Councilman Charlie Lyons brought up the issue of no open public restrooms downtown and could there be something done. Roger Houck stated the public facility is open on Friday and Saturdays and the Police Department locks them around 7:30 – 8:00 pm. and that the restrooms have a padlock that makes the restroom appear to be locked

Councilman Larry Gann stated that several citizens had asked about the City Manager's position and when would the council begin accepting applications. Mayor Scott Burton expressed concern about filling that position while still compensating the former City Manager and once the 6 month period ends, probably in January they would advertise the position.

Councilman Jim McBride addressed the problem with transfer trailer trucks using Eagle Bend Road and stated he spoke with Rick Scarbrough and Lynn Murphy and that they would address different industries regarding this issue. Roger Houck reported that they had hoped to address this issue at a Plant Managers meeting but they no longer have these meetings. Mr. Houck said that Tim Thompson could provide the email addresses and that he would email the plant managers regarding this issue. Councilman Jim McBride offered to go and meet with each Plant Manager if necessary and that he felt an email may not get through as successfully.

Councilman E.T. Stamey commended Roger Houck and his staff on a job well done. He stated that he hears from the citizens almost everyday, telling him what a fine job the city is doing.

Councilman Jim McBride made motion for meeting to adjourn and was seconded by Councilman Charlie Lyons. Motion carried. The meeting adjourned at 6:29 pm.

Mayor Scott Burton

Gina Ridenour, Acting City Recorder