

The Englewood Board of Commissioners met in a **regular scheduled meeting** on Monday November, 13<sup>th</sup> 2017 at 6:00 PM. The meeting was in the Community Center Room inside the Municipal Building.

**Call to order by Mayor**

Mayor James Cox called the meeting to order.

**Roll Call by City Recorder**

City Recorder Alison Bull gave roll call with Commissioner Shawn Martin and Commissioner Jason Hitt present along with Mayor James Cox. Not present were Commissioner Jimmy Jack and Commissioner Buford Hackler.

**Invocation**

Commissioner Hitt gave invocation.

**Pledge of Allegiance**

**Communication from the Mayor**

There was none.

**Commissioner Reports**

There were none.

**Approval of October 2017 Minutes**

Commissioner Hitt made a motion to approve minutes. Commissioner Martin Seconded. All Ayes.

Agenda:

**New Business**

**Item A. Financial Report**

Bull presented the financial report.

**Item B. Town Manager Report**

Town Manager Brittany Freeman presented the town manager report.

**Item C. Police Department Report**

Police Chief Jason Pickel presented the police department report.

**Item D. Fire Department Report**

Freeman presented the fire department report.

**Item E. Library Report**

Virginia Key presented the library report.

**Item F. Check Signers**

Freeman presented to the board that someone else needed to be added to the signature cards. Mayor Cox made a motion to add Brittany Freeman to check signers. Commissioner Hitt seconded the motion. All Ayes.

**Item G. Resolution 131: A Resolution of the Town of Englewood Authorizing Deposit Refunds of \$150 and \$200 to Eligible Customers Pursuant to Ordinance 11-17 Section 18-103**

Freeman discussed that this is a resolution to return current active customer deposits back to customers who have deposits on their accounts. Commissioner Hitt made a motion to accept the resolution. Martin seconded. All Ayes.

**Item H. First Reading Ordinance 11-13-17-104: An Ordinance of the Town of Englewood Amending Title 18 Water and Sewers, section 18-103 of the Municipal Code of the Town of Englewood: Obtaining Service**

Freeman presented that this ordinance was to establish guidelines for future deposits. Commissioner Martin made a motion to approve the ordinance. Commissioner Hitt seconded. All Ayes.

**Item I. First Reading Ordinance 11-13-17-105: An Ordinance of the Town of Englewood, TN Updating the Open Records Policy**

Bull said that the model open records policy from MTAS was adopted previously, but the ordinance needed to be customized to the Town. The customized spaces were filled in. Commissioner Hitt made a motion to accept the update. Commissioner Martin seconded. All Ayes.

**Item J. Resolution 132: A Resolution to Accept Donations from Perry Philpott for the Direct Purpose of Doing Renovations to the Police Department**

Freeman told the board that Mr. Philpott has a desire to donate some items to the Police Department, at no cost to the Town. Mayor Cox made a motion to accept. Commissioner Hitt seconded. All Ayes.

**Item K. ADP**

There was no representative from ADP. Freeman discussed that they were a payroll company who would help streamline the Town's payroll process. This item was tabled until the December meeting.

**Item L. Drug Task Force**

A representative from the drug task force was present to discuss with the board what the drug task force does and how the Englewood officer is used in the DTF.

**Item M. Any Other Business to Legally Come Before the Board**

**Item N. Adjournment**

Commissioner Hitt made a motion to adjourn. Commissioner Martin seconded. All Ayes.

James Cox  
Mayor James Cox

Alison Bull  
Recorder Alison Bull