

## Minutes from the Commission Meeting held on

October 11, 1999

The Mayor and Board of Commissioners of the Town of Englewood met in regular session on Monday, October 11, 1999 at 6:00 P.M., in the Assembly Room at Englewood City Hall.

The meeting was called to order by Mayor Edward Simpson with Commissioners Davis, Cass and Raper present, Invocation was given by Commissioner Davis.

Mayor Simpson then informed those present that Mrs. Hazel Patterson had been at the September 13, 1999 meeting of the Board concerning the paving of Phillips Street where she lives. Mrs. Patterson felt that the Town had encroached upon her property by paving to the wall located in front of her yard. She felt that the Town had damaged her wall. The Board had informed Ms. Patterson that they would inform her of what the Town planned to do concerning this problem. Mayor Simpson then went on to state that he had sent a letter to Ms. Patterson telling her that John Norwood of Tennessee State Wide Survey would be doing a survey of the area in question. Ms. Patterson did not notify the city of any objection she might have had concerning this action. Mr. Norwood did the survey on September 30, 1999. The finding of the survey was that the area in question was on city property not on Ms. Patterson's property. The Mayor stated that the Town and Ms. Patterson could reach an amicable conclusion that would be satisfactory to both parties.

The Mayor then stated that Duke Energy Trading and Marketing had made errors in billing the Town of Englewood from November 1998 through May 1999. Mr. Luther Mathis who is with Woodward Marketing the company that will hold the Town's account as of April 1, 2000, had been working with the Town to try to find the cause of the continual drop in the Natural Gas Fund reserved in the past year. Mr. Mathis found that there had been a metering problem at the gas station. The city has already been reimbursed 433,000.00 and will probably receive more refunds in the near future. Mr. Mathis is continuing to research the problem.

Motion was made by Cass, seconded by Davis to accept the September 1999 minutes. All Ayes.

The Board then received an update on the McMinn County Clean Commission from commission member Sheila Holden. Ms. Holden thanked the Board for their continual support.

The Mayor then stated that the city had been in contact with Tennessee Municipal League concerning roadblocks. TML recommended that the board pass an ordinance that would hold the city harmless should anyone hold a road block within the Town. Motion was then made by Davis, seconded by Cass to pass on first reading Ordinance #101199.20 for Charitable Roadblocks. All Ayes.

Motion was made by Cass, seconded by Raper to accept monthly billing errors and adjustments in the amount of \$284,883.41. All Ayes. The large amount was due to the installment of new utility software that had erroneously created large utility bills for inactive gas customers.

Public works Director Joe Cline then presented the Board with bids to repair the roof at the Water Plant, The following bids ere made: Gary Wilcox, \$2200.00 and William Nation, \$2700.00. Motion was made by Davis, seconded by Raper to accept the bid of \$2200.00 made by Gary Wilcox. All Ayes.

The Mayor then read a letter from the City Judge Don Reid requesting that the Board have Police Officers use the Tennessee Uniform Traffic Citations when writing tickets and that the Board also raise the Failure to Appear cost from twenty dollars to fifty dollars. Officer Mike Hull was present at the meeting and Mayor Simpson ask him to explain what the uniform citation was. Officer Hull said that the citation had several copies, that it was larger and contained narrative that the officer could use to help him remember when he wrote the ticket. He stated that there were instances where a ticket had to be dismissed due to the fact that the officer could not recall the situation writing the ticket. He stated that was why the narrative was important concerning the ticket. The officer would also have a ticket for his own files aside from the one turned into the city, It could be sent into the State helping create a quicker turn around in filing for the City Court Clerk. The citation would only take about two minutes more to fill out that those presently being used. Officer Hull stated that he could not speak for others but that for himself he was much in favor of the uniform citation.

The Recorder informed the Board the the City Court Clerk had to send out thirty letters in September to those who had failed to appear in court. With the increase from twenty to fifty dollars for failure to appear people would are less likely to ignore their court dates.

Motion was then made by Cass, seconded by Davis to raise the Failure to Appear fine to fifty dollars and to require the Englewood Police Department to use the State of Tennessee Uniform Citations. All Ayes.

The Mayor asked the Board to give approval of checking into the opening of Dixon Avenue to Highway 411. Motion was made by Raper, seconded by Cass to give approval to accept bids for the minimum requirements for opening Dixon Avenue to Highway 411. All Ayes.

When asked if bids were needer concerning the opening of the road around the Englewood Community Park, Commissioner Davis stated that the county would be opening the road in the near future and that there would be a donation made of gravel to cover it.

Jamzena Harley was present asking the city to clean up the area next to her home as it was overgrown, The city will check into this. She also received an update from Officer Hull concerning the neighborhood watch in the area she lives in.

City Recorder Deborah Morgan then stated that she had been contacted by Pat Gaddis of TML concerning the renewal of the cities insurance. Ms. Gaddis said the city could renew the insurance for three years instead of one year at a savings of two percent with no penalty applied should they decide to cancel before the end of that period. Ms, Gaddis also informed the Recorder that the city had received a savings of fifty percent this year and would receive it again next year with the exception that the savings would be figured after the agents fee was deducted. Motion was made by Cass, seconded by Davis to renew the city; a insurance with Tennessee Municipal League for three years with the option to cancel should they decide to do so. All Ayes.

The Recorder then stated that at the September Board meeting that the Board had decided to randomly drug test all employees along with those already being tested due to their work in the gas department. She stated that she had contacted Utility Consultants, who does the testing for the city and was instructed to ask the Board how often testing would be done, how employees would be chosen, if it was full time employees only, and that the board would need to notify employees in writing. Motion was made by Cass, seconded by Raper to have full time and part time employees drug tested once quarterly and that one be chosen randomly to be tested with a gas employee. All Ayes. The recorder will see that all employees are notified by the Board of this action.

Motion was made by Cass, seconded by Davis to adjourn. All Ayes.

Edward Simpson  
Mayor

Deborah Morgan  
Recorder