

MINUTES
October 9, 2007

The Winchester City Council met in a regular session on Tuesday, October 9, 2007, beginning at 6:00 p.m. instead of 7:00 p.m., due to quarterly reports being given by department heads.

Present and participating were: Mayor Terry Harrell, presiding; Beth Rhoton, City Administrator; Judy Baker, Secretary; various Department Heads; and the following Council members:

Present: Councilman Franklin
Councilman Glasner
Councilman Scharber
Councilman Snead
Councilman Womack

Absent: Greg O'Neal, City Attorney

Mayor Harrell called the meeting to order with a prayer by Councilman Womack and the Pledge of Allegiance led by Councilman Franklin.

The following were presented under requests, addresses or presentations: the Council approved a roadblock request by Brian Norwood on October 20th for the Franklin County Lady Stingrays soccer team on a motion by Councilman Franklin, seconded by Councilman Scharber and all voted in favor of said motion; Swimplex Manager Bryan Dalton introduced some of the new members of the Mayor's Youth Committee; and Mayor Harrell read a proclamation naming the week of October 22, 2007, as Vietnam Veterans Recognition Week.

Under unfinished business, the reading of the minutes of the September 9th regular Council meeting was dispensed and approved on a motion by Councilman Scharber, seconded by Councilman Womack, and all voted in favor of said motion.

First under new business, City Administrator Rhoton presented the following bids received for two five-ton air conditioning units for the Citizens Pavilion:

| | |
|------------------------|-------------|
| Stuart Service, Inc. | \$13,200.00 |
| Stroop's Refrigeration | \$15,097.00 |
| Stroop's Refrigeration | \$16,962.00 |

After a discussion, Councilman Glasner made a motion to table the bids, seconded by Councilman Womack, and all voted in favor of said motion.

Next, City Administrator Rhoton presented the following bids received for irrigation for the Gamble Complex soccer fields:

| | | | |
|----------------------|-----------------|-----------------|-------------------|
| <u>Contractor:</u> | <u>Field 1:</u> | <u>Field 2:</u> | <u>Total Bid:</u> |
| Hansert Excavation: | \$51,500.00 | \$ 9,500.00 | \$61,000.00 |
| Prince & Sons Contr. | \$59,000.00 | \$21,000.00 | \$80,000.00 |

After a discussion, Councilman Glasner made a motion not to install an irrigation system at this time and to go ahead with seeding the fields. This motion was seconded by Councilman Franklin and the

motion passed by a vote of 3 ayes and two nays which were cast by Councilmen Scharber and Snead.

Next, the Council discussed the City's cable contract with Comcast Cable TV and noted that our current franchise fee of three percent had not increased since 1997 and that an audit had never been taken to see if the city was receiving the correct franchise fee money. Councilman Snead made a motion to have a formal forensic audit of the Comcast Cable TV customer base taken, seconded by Councilman Scharber, and all voted in favor of this motion.

Next, Councilman Franklin discussed the downtown parking issue. City Administrator Rhoton recommended that someone be hired to enforce the 2-hour parking limit and also help with clerical work at the annex. Police Chief Young commended Records Clerk Nikki Brazelton for doing a great job in handling a heavy work load. He also informed the Council that the Records Clerk needed help with her work load, and answer phones for departments in the annex, and to have someone there for the public when secretaries, police, firemen, and others weren't available to be in their offices. After the discussion, Councilman Glasner made a motion to hire someone for dual action with their first priority being parking enforcement officer and their second priority being to help in the annex when not on the street enforcing parking. Councilman Womack seconded this motion and all voted in favor of said motion. It was also noted that this employee will be hired under the Police Department and supervision of Police Chief Dennis Young.

Next, the Council approved the first reading of Ordinance #885, amending Zoning Ord. #506, to rezone the Johnson & Blackwell Funeral Home property located at 402 South Shephard Street, belonging to Floyd Blackwell, from R-2, medium density residential district to C-3, neighborhood service business district. Motion for approval was made by Councilman Snead, seconded by Councilman Scharber, and all voted in favor by the following roll call:

Ayes: Councilman Franklin
Councilman Glasner
Councilman Scharber
Councilman Snead
Councilman Womack

Nays: None

Next, City Administrator Rhoton informed the Council of the need to appoint a Chief Financial Officer for the City. The State of Tennessee is mandating that municipalities CFO's become certified, with this certification taking approximately 2½ years to complete (see attached). She also recommended that one other person in addition to the appointed CFO obtain this certification. Mayor Harrell stated that, as the Mayor's position is part-time, it would be beneficial for the

Chief Financial Officer to be someone who works full-time at City Hall. Councilman Snead made a motion to appoint City Administrator Beth Rhoton as the Chief Financial Officer and to allow her to designate one other person to obtain certification. Councilman Glasner seconded this motion and all voted in favor of said motion.

In the last order of business, Mayor Harrell stated it was time to elect a vice-mayor due to the recently held election. Councilman Snead made a motion to nominate Councilman Jim Franklin but withdrew his motion after Councilman Franklin stated he did not have the necessary time to give to that position. Councilman Scharber then moved to elect Councilman Glen Glasner as vice mayor, seconded by Councilman Womack, and the motion passed by a vote of four ayes to one nay cast by Councilman Snead.

Under his communications, Mayor Harrell encouraged the Council to continue to get their committees to meet regularly and back on task, and to fill any vacancies and elect chairmen. The Master Plan needs to be completed and behind us.

Under Council, Departments, and committee reports, updates and communications, Councilman Glasner stated the Community Development Committee has met and reviewed the streets and sidewalk ordinance, as well as the sign ordinance, and will be recommending some changes to those. He also stated than Bruce Spencer was elected chairman of that committee. Councilman Snead asked for volunteers to join the Tourism Committee. City Administrator Rhoton informed everyone that the Vietnam Veterans Moving Wall would be at the City Park on October 18-22. Volunteers are needed to help with the Moving Wall and training will be given. Six employees attended GIS training and will attend a second course. Mrs. Rhoton further informed everyone of a new program called WEBQA for citizens to find information, ask questions, or make complaints over the internet that will soon be available on-line. Mrs. Rhoton ended by saying that people will be leaving at the end of the month for the festival exchange program in Foley, Alabama. Fire Chief Gary Greeson commended and thanked Glen and Linda Grant of 1st Avenue Gallery and Custom Framing for the framed pictures they've done for the fire and police departments. Chief Greeson showed a picture of firemen raising a flag at 911 ground zero, signed by Lee Greenwood, framed and donated to the Fire Department by the Grant's. Police Chief Dennis Young thanked the Kiwanis Club for their \$1,000.00 donation to the Police Department for child safety seats.

With no further business to be brought before the Council, the meeting adjourned on a motion by Councilman Snead, seconded by Councilman Scharber, and all voted in favor of said motion.

City of Winchester's website is:

www.winchester-tn.com

and

International Dogwood Festival website is:

www.winchesterdogwoodfestival.com

Terry Harrell, Mayor
City of Winchester

Attest:

Beth J. Rhoton, City Administrator

Minutes taken by: Judy Baker

Date of Meeting: October 9, 2007