

# MINUTES

January 11, 2011

The Winchester City Council met in a regular session on Tuesday, January 11, 2011, beginning at 6:00 p.m.

Present and participating were: Mayor Terry Harrell, presiding; Beth Rhoton, City Administrator; Greg O'Neal, City Attorney; various Department Heads; news media; and the following Council members:

Present: Councilman Glasner  
Councilman Spencer  
Councilman Stewart

Absent: Councilman Scharber (in hospital)  
Councilman Womack

Mayor Harrell called the meeting to order with a prayer by Wayne Hart and the Pledge of Allegiance led by Bryan Dalton.

Under requests, addresses or presentations, Diane Gibson, representative for the Winchester Cumberland Church requested permission to hold a 5-K race on February 12, 2011. It was noted that the church representatives are working with Police Chief Dennis Young on the route that the racers will run. Councilman Stewart made a motion to approve the request, seconded by Councilman Spencer, and all voted in favor of said motion.

Next, the Council heard quarterly reports presented by Roger Caldwell of Winchester Utilities and from Zackary Colescott from the Winchester Municipal Airport.

Under unfinished business, the reading of the minutes of the December 14, 2010 regular Council meeting was dispensed and approved on a motion by Councilman Glasner, seconded by Councilman Spencer, and all voted in favor of said motion.

Under new business, the Council approved Resolution #817, a resolution requesting State Senator Eric Stewart and State Representative David Alexander to sponsor legislation in the Tennessee General Assembly to revise Winchester's Private Act Charter. After reading the resolution, City Administrator Rhoton reminded the Council that two versions of the Charter were included in their agenda packet. The only difference between the two is that the "B" version, which is the second & latest version, does not state compensation amounts for utility board members and says that those may be set by Ordinance by the City Council. Councilman Spencer made a motion to adopt the second & latest version of the Charter that does not state compensation amounts, and to approve Resolution #817. Councilman Stewart seconded the motion and the motion passed by a unanimous vote of three (3) ayes and no (0) nays. **Note:** After notifying Ron Darden of MTAS that this resolution had been adopted, he recommended that this resolution be placed on the

February agenda for adoption again due to two of the five council members being absent at the January meeting.

Next, City Administrator Rhoton presented the following list of rules and regulation for holding roadblocks inside the city limits:

Roadblock Rules and Regulations

A permit must be obtained and filled out completely and returned to Winchester City Hall. This permit request will be approved, or denied, by the City Administrator and the Chief of Police, and their decision will be final.

No more than one (1) permit per year shall be issued to any non-profit organization, with predetermined dates set by the City Administrator and Chief of Police, and there will only be one (1) roadblock per month allowed.

Only non-profit organizations that directly benefit the Winchester community will receive permits for roadblock.

All requests will be considered on a first come - first available basis.

At least two (2), but not more than four (4) adults shall be allowed at the roadblock intersection.

Participants must wear reflective traffic vests and must be at least eighteen (18) years of age. If need be, the City of Winchester will provide up to four (4) reflective vests. It will be the responsibility of the permit holder to pick up and return the vests to Winchester City Hall on the following Monday or a one hundred dollar fee (\$100.00) will be charged. Permit holder's signature is required for checking the vests in and out of City Hall.

Roadblock activities shall be limited to the times between 8: a.m. to 12:00 noon only.

No children or pets allowed at roadblocks.

Proper signage for any organization shall be clearly visible to the public during solicitation activities.

All participants must show proof of liability insurance at the time the permit is issued that will cover the day of the roadblock. A current driver license is also required.

Roadblocks will only be allowed at the 4-way stop intersection of Second Avenue and North High Street. In event of emergency traffic (audible or visual) all persons are to immediately and safely exit intersection until all emergency vehicles have passed and visibly cleared the area.

The City Administrator and/or Police Chief has the responsibility and the authority to deny or revoke any solicitation permit if, in his opinion, conditions are unsafe (inclement weather, etc.), there is a violation of roadblock rules or of an ordinance, or for any other reason he/she deems it in the best interest of the community.

These rules/regulations shall be provided to organizations requesting roadblocks and an authorized representative from the non-profit organization must sign that he/she has received, understands, and agrees to follow said rules.

Motion to approve the above list of rules and regulations was made by Councilman Stewart, seconded by Councilman Glasner, and all voted in favor of said motion.

Next, Fire Chief Gary Greeson presented bids listed below for the purchase of twelve sets of turn-out gear for the Winchester Fire Department:

Heritage Fire	\$16,500.00
Nafeco	\$17,220.00
Pro-Fire	\$23,179.44

Chief Greeson stated that this is a budgeted item in capital outlay and recommended the low bid by Heritage Fire as their prices were comparable

when charges for upsizing are included and they have a quicker delivery time. Motion to approve the bid by Heritage Fire was then made by Councilman Stewart, seconded by Councilman Glasner, and all voted in favor of said motion.

Next, Police Chief Dennis Young requested permission to purchase a Dell computer server, which is a budgeted item for the Police Department, and presented one State contract bid in the amount of \$4,965.25. Motion for approval was made by Councilman Spencer, seconded by Councilman Stewart, and all voted in favor of said motion.

In the last order of new business, City Administrator Rhoton read the recommendation made by the finance committee assigned by Mayor Harrell and consisting of City Administrator Rhoton, Councilman Glasner, Councilman Spencer, and Finance Officer Martha Carol Fanning, to award Citizens Community Bank the contract to provide the City of Winchester with banking services. Motion to approve the recommendation was made by Councilman Stewart, seconded by Councilman Glasner and the motion passed unanimously.

Under his communications, Mayor Harrell asked everyone to remember Councilman Bobby Scharber while he has been under the weather. Mayor Harrell asked City Administrator Rhoton to let Public Works, and all employees, know how much he appreciated the outstanding job that was done clearing the roads during the recent snow, as well as the issues the Fire and Police Departments were under during the bad weather conditions. Mayor Harrell also thanked the following employees who recently retired: Larry Baker, clerk with the Public Works Department retired on December 31<sup>st</sup> after 36 years of service (hired May 20, 1974); Faye Morrow, Administrative Director at the City Hall Business Office, retired on December 31<sup>st</sup> after 30 years (hired August 11, 1980); Herb Glassmeyer, Investigator with the Police Department, retired on December 30<sup>th</sup> after ten years (hired July 22, 2000).

Under Administrator, Council and Departmental reports, communications, and updates: Councilman Stewart wanted a general discussion concerning not replacing Larry Baker's position at Public Works and he suggested moving Diana Cox from the Planning and Zoning office to Public Works to help with answering phones, and explained his reasons for proposing this change. Councilman Glasner agreed that Mr. Baker's position not be filled, but disagreed that Mrs. Cox should be moved. Councilman Glasner stated that allocating personnel for staffing was the City Administrator's job and should be left up to Mrs. Rhoton. Councilman Stewart then suggested that employees log what they are doing every thirty (30) minutes. Mayor Harrell stated that Mrs. Rhoton can

look at staffing needs and opportunities to become more efficient, and to allow her to staff the departments as needed. He further stated that the city isn't large enough to warrant micro-managing and have employees filing out what they're doing every thirty minutes, especially having the City Administrator and Department Heads to monitor employee activities. Councilman Glasner and Councilman Spencer commented on the banking proposal study and stated that Ms. Fanning did a very good job on putting the package together and presenting the banking service proposals to the committee.

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

City of Winchester's website is:

[www.winchester-tn.com](http://www.winchester-tn.com)

and

International Dogwood Festival website is:

[www.winchesterdogwoodfestival.com](http://www.winchesterdogwoodfestival.com)

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Terry Harrell, Mayor  
City of Winchester

Attest:

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Beth Rhoton, City Administrator

Minutes taken by: Beth Rhoton

Minutes typed by: Judy Baker

Date of Meeting: January 11, 2011