

MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS CITY OF OAK HILL, TENNESSEE

February 19, 2009

The Commissioners of the City of Oak Hill, Tennessee met at the Oak Hill City Hall. Those present were Vice-Mayor Austin McMullen and Commissioner Ray Throckmorton. Also present were City Attorney Bob Notestine, Safety Coordinator Tommy Jacobs, City Manager Kevin Helms, Assistant City Manager M. C. Sparks, Building Official Bill Burdette, and Administrative Assistant Patrick Steiner. Vice-Mayor McMullen acted as chair, and Ms. Sparks served as secretary.

Mr. McMullen opened the meeting at 6:33 p.m., with the Pledge of Allegiance, and introductions.

Comments from Citizens – none presented

Old Business

IV-A: Approve the Minutes of the January 15, 2009 and the Special Meeting of January 29, 2009 - Upon a motion duly made by Mr. Throckmorton and Seconded by Mr. McMullen the Minutes of the January 15, 2009 and January 29, 2009 Special Meeting were approved as amended.

IV-B: Update on I-65 Sound Walls/RFP – Mr. Helms reported that the City received three proposals. According to the RFP, the review team consists of the City Attorney, Chief Building Official, and Assistant City Manager. The City Attorney stepped aside in favor of the City Manager. A recommendation will be made at the open council meeting in March; the proposals are available for review at the office.

IV-C: Safety Coordinator / Extended Police Coverage – Metro passed an ordinance to allow the satellite cities to obtain extra police coverage at a reduced rate. The contract with Metro Legal will be executed to complete the arrangement. Mr. Jacobs indicated he has been talking with the head of secondary employment at the West Sector, and has answered a set of questions sent by the police regarding the coverage. Mr. Throckmorton requested that the questions from the police be reviewed by the City Manager, the Commissioners and the City Attorney.

After discussion, on a Motion duly made by Mr. Throckmorton and Seconded by Mr. McMullen the following was Passed Unanimously:

“Moved the proposed contract as a public document between Metro Nashville and the City of Oak Hill, available for review at the City office, once approved by the City Manager then the City Manager is authorized to implement the contract as soon as possible.”

Ms. Sparks discussed that as part of the package for Mr. Jacobs as Safety Coordinator, he was offered the matching funds up to 6% for a retirement account. This must be formally enacted to take effect. Also since Mr. Jacobs performed this job from August 1, 2008-December 31, 2008, the Commissioners indicated a desire to give Mr. Jacobs \$1,000 for his service during that time.

After discussion, on a Motion duly made by Mr. Throckmorton and Seconded by Mr. McMullen the following was Passed Unanimously:

“Moved the Safety Coordinator be offered the arrangement of up to a matching 6% for a retirement fund, and be paid \$1,000 for service between August 1, 2008 and December 31, 2008.”

New Business

V-A: Update Line Item 215A – Computers – The City needs to purchase two computers, one for the City Manager and one that is about to cease functioning that is used by the Building Official.

After discussion, on a Motion duly made by Mr. Throckmorton and Seconded by Mr. McMullen the following was Passed Unanimously:

“Moved the Board of Commissioners authorizes that the line item #215A “Condominium and Utilities – Computer” for the 2008/2009 be increased by \$4,500 to \$8,500.”

V-B: Resolution 09-2 – Authorizing Signatures on the Financial Accounts – The City’s accounts need to be updated to include Mr. Helms on checks signing, etc.

After discussion, on a Motion duly made by Mr. Throckmorton and Seconded by Mr. McMullen the following was Passed Unanimously:

“Moved change to enact Resolution 09-2, updating to title only those persons authorized to have access to the city accounts.”

V-C: Resolution 09-3 – Authorizing Update of Municipal Code with Funding Allocation - Mr. Helms has contacted the Municipal Technical Advisory Service about the possibility of updating the City Ordinances. This has not been undertaken since 1991, and all ordinances passed since that time must be incorporated. MTAS can also do a review to make sure all ordinances are legal, and make the City aware of anything violating state or federal laws. This process will take about 2 years to complete. Mr. Helms also contacted the Municipal Code Corporation, which performed this service in 1991; the cost would be about twice that of MTAS and also take 2 years. The zoning regulations would be a separate issue; this review would only deal with the governmental ordinances, i.e. creation of boards, etc. Mr. Notestine also recommends the use of MTAS for this service.

After discussion, on a Motion duly made by Mr. Throckmorton and Seconded by Mr. Alsop the following was Passed Unanimously:

“Moved that the City contract with the Municipal Technical Advisory Service to update the Oak Hill Municipal Code at the cost of \$4,770.”

Reports

VI-A: City Engineer – no further report

VI-B: City Manager – no further report

VI-C: City Attorney – The pending case involving Monroe vs. Van Becaelere and the City of Oak Hill appears in Chancery Court May 13; Mary Farrar is attorney for the City.

Mr. Burdette reported that he purchased markers and installed them to mark locations of the fire hydrant booster plugs in the city, which will help locate these plugs to provide higher water pressure during fire emergencies.

Mr. Jacobs reported on various burglaries in the city; he hopes the City is about a week away from a “trial run” with the extended Metro patrol service, and envisions this to take place between 9:00 and 3:00 Monday through Friday.

VII. Adjournment

Upon Motion duly made and Seconded, the meeting was adjourned at 7:05 pm.

City Recorder

Mayor