

KIMBALL BOARD OF MAYOR AND ALDERMEN

Monthly Board Meeting Thursday, September 6, 2012 6:00 P.M.

AGENDA

1. Call the Kimball Board of Mayor and Aldermen Meeting to Order
2. Prayer
3. Pledge of Allegiance
4. Roll Call
5. Approval of August 2, 2012 Minutes of Regular Meeting
6. Old Business
7. Discuss Rodney Kilgore's request to be added to Wrecker List
8. Discuss Changing Probationary Period for Hire-in Wages
9. Sewer Tap fee for Phillips Property on Kimball Cove Road
10. Open Bids on the Tractor for Maintenance Department
11. Approval of Soccer Coaches
12. Police Report
13. Fire Report
14. Park Board Report
15. Planning Commission Report
16. Sewer Report
17. Attorney Report
18. New Business
19. Adjourn

**MINUTES OF THE REGULAR MEETING
KIMBALL, TENNESSEE
THURSDAY, SEPTEMBER 6, 2012**

A regular meeting of the Kimball Board of Mayor and Aldermen was held on Thursday, September 6, 2012 in the Meeting Room of Town Hall, 675 Main Street, Kimball, Tennessee.

Mayor Jackson called the regular meeting to order at 6:00 p.m.

INVOCATION AND PLEDGE

Mayor Jackson requested Marshall Raines to say the invocation over the meeting.
Mayor Jackson led the Pledge of Allegiance.

ROLL CALL

Mayor Jackson asked Recorder May to call roll.
Those present were: Mayor David Jackson, Vice-Mayor Rex Pesnell, Alderman Mark Payne, Alderman Johnny Sisk and Attorney William Gouger, Jr.
Alderman Jerry Don Case was absent.

APPROVAL OF MINUTES

On a motion by **Alderman Sisk**, seconded by **Vice-Mayor Pesnell** the Minutes of the Regular Monthly Board Meeting for August 2, 2012 were approved unanimously on a board vote.

OLD BUSINESS

Alderman Sisk wanted to know about the lots being mowed on Mountain Meadows Lane and the brush being picked up on this road. It was noted that this has been taken care of this week.

Vice-Mayor Pesnell wanted to address the Agreement with Lookout Pest Control for the Maintenance Building and Fire Hall Building concerning the extinguishing of the bats from the building. The town started this pursuit back in September 2011. The maintenance agreement to keep the bats away would be due this September 2012 in the amount of \$300; however, since the problem has not been resolved the company will waive the maintenance fee of \$300. The town will resume the maintenance fee in September 2013 provided the problem is solved by this date.

A motion was made by **Vice-Mayor Jackson**, seconded by **Alderman Sisk** to approve the amendment to the original contract for Lookout Pest Control to continue the extermination of the bat problem at the Fire Hall and Maintenance Department Building with the maintenance fee waived for September 2012 - August 2013. The motion passed unanimously on a board vote.

Mayor Jackson had items under old business as follows:

- TDOT, Tennessee Department of Transportation held a meeting in August to update those involved in the status of the project. The coordinator stated the job is 92% complete with the completion date set for September 30, 2012. The overhead signs will not be installed until November 2012 due to the changing of subcontractors during this project. Upon completion of all the traffic lights and all accessories by the contractors, it has been requested that the town have our traffic light contractor to check all items prior to these being released to the town for upkeep. TDOT and the contractor are aware of the exposed sewer line in the construction zone. They reassured that this will be taken care of prior to completion of the job.
- The Town has received the TML The Pool Safety Partners Grant for 2012-2013 in the amount of \$1500 which is a 50%-50% grant for requested safety supplies for the town employees.

SCHEDULED AGENDA ITEMS

a.) Discuss Rodney Kilgore's request to be added to the Town's Wrecker List

Mr. Kilgore has requested to be placed on the October meeting agenda.

b.) Discuss Changing Probationary Period for Hire-In Wages

Mayor Jackson explained that the town changed the way it handled new hire wages back in 2003. The hire-in pay for new employees was set for hourly employees to hire in at 80%. After their one (1) year anniversary the rate would be 90% and on the second (2) year anniversary the pay rate would be 100%. The board has reviewed applications for a maintenance department employee position and the discussion of hire-in pay for hourly employees was raised during that discussion. Mayor Jackson recommended modifying the hire-in pay to reflect the following: hire in would be at 80% of top out pay, at six month hire-in anniversary pay would be at 90% of top out pay and at the one (1) year anniversary the employee would top out.

A motion was made by **Alderman Payne**, seconded by **Vice-Mayor Pesnell** to approve the modified hire-in pay scale as follows: hire-in pay at 80% of top out pay until six (6) months, then 90% of top out pay at six month anniversary and 100% at the new employee's one (1) year anniversary. The motion passed unanimously on a board vote.

c.) Sewer Tap Fee for Phillip's Property on Kimball Cove Road

Mayor Jackson stated that during the sewer line extension through the CDBG Grant, the owners of the home did not receive the letter explaining the steps to be taken for eligibility in the LMI program. The family faced some uncontrollable issues which also kept them from being at the home during the construction process.

Based upon the information provided, a motion was made by **Alderman Payne**, seconded by **Vice-Mayor Pesnell** to waiver the sewer tap fee for the Phillip's Property on Kimball Cove Road due to the various circumstances that prevented this residence from connecting to the sewer system during the CDBG grant sewer extension project under the LMI process. The motion passed unanimously on a board vote.

The residence owners also requested the easement for the project which applies to their property for the CDBG grant sewer extension be reviewed to show the actual easement required for the project. Attorney Gouger will review the easement for this landowner and report to the board.

d.) Open Bids on the Tractor for the Maintenance Department

The town did not have any bids mailed or turned into the counter for a tractor for the maintenance department. Attorney Gouger advised the board that since the town had solicited bids for this item and none were submitted that the board had fulfilled its obligation to bid which would allow the town to purchase on the open market. At this time, the board can purchase a tractor from any vendor.

After some discussion, a motion was made by **Alderman Payne**, seconded by **Alderman Sisk** to rebid the tractor for the maintenance department with the town mailing the bid specifications to various vendors. The motion passed unanimously on a board vote.

e.) Approval of Soccer Coaches for Fall 2012

Mayor Jackson read the list on soccer coaches to be approved for Fall 2012 as follows: Timothy Beck, Ryan Carter, Gene Fuller, David Gibbs, Sarah Jones, Kevin Orr, Nicole Orr, Nicole Smith, Dakota Smith, Shannon Womack, Flint Woodfin and Eric Turney.

A motion was made by **Vice-Mayor Pesnell**, seconded by **Alderman Sisk** to approve the soccer coaches as read above for Fall 2012 Soccer contingent upon all the background checks being completed and clear. The motion passed unanimously on a board vote.

POLICE REPORT

Chief Jordan gave an update on the Police Department as follows:

Litigation Tax and Training Fees	\$192.50
Court Costs	\$980.00
Fines	\$250.00
Report Fee	\$60.00
Sessions Court	\$347.29
Total	\$1829.69

FIRE REPORT

Vice-Mayor Pesnell gave the fire report for August 2012; the department responded to three calls during the month which were one mutual aid, one rescue and one stand-by (gas leak at 300 Battle Creek Road).

PARK AND RECREATION BOARD REPORT

Alderman Sisk stated Park and Recreation Board met on August 9, 2012 at 5:00 pm in which the board discussed the LPRF Grant and modifications made to the application since motorized boat ramps are not a permissible item. For soccer registration, the town had 80 players to sign up to date with Kimball hosting soccer on October 20th. The next meeting will be September 12, 2012 at 5:00 pm.

PLANNING COMMISSION REPORT

Mayor Jackson gave the Planning Commission Report as follows: the commission reviewed the mixed use zoning issue. The board voted to make no changes in the zoning regulations. The September meeting is scheduled for Tuesday, September 18, 2012 at 6:00 p.m. The BZA will meet on September 24, 2012 at 6 pm to hear a height variance for an entrance sign for Jasper Highlands.

SEWER REPORT

Alderman Payne stated the town does not have a backup pump for the existing pump station. Alderman Payne suggested the town hold out on the purchase or repair of the pump for existing pump station and purchase a pump that would fit the new pumping station if the need for a pump should arise in the near future.

ATTORNEY REPORT

None.

NEW BUSINESS

Alderman Sisk stated that Faith Tabernacle has asked about having a sign on Main Street. The sign would be an off premise sign; therefore, the church would need to apply for the sign permit. If the building inspector declined the request since it is an off premise's sign then the church could make an application with the BZA board.

Mayor Jackson had items under new business as follows:

- There was an article in the paper concerning the training of the CMFO which noted that the town had spent several thousand dollars in training fees for this certification. The town has currently spent \$2,166.57 with two more tests to be taken on the certification. If the town does not have a CMFO on the town's payroll, the town will be fined \$50 per day without a CMFO after January 1, 2013. The town also pays to send others for certifications and updates. As an example, the town paid last year about \$1,600 for TIBRS training required by law. The town wanted to make the public aware that the town spends funds as necessary for training.

- Sales Tax for July 2011 was \$247,281, July 2012 at \$245,480 which reflects a decrease of approximately \$1,800
- The town has a thank you card from Bryan and Ashley Tate for the installation of two new street lights on their road.
- The town also has a thank you card from Tonia May's family for the support during the loss of a family member.
- The Marion County Highway Department has given a proposal to pave Glovers Hill Road in the amount of \$19,514 for paving the length of 1320 feet and width of 18 feet. The town has not made any contact with the Town of Jasper yet concerning the sharing of the cost on the paving project. The town uses Jasper's dog pound and has for years which is a beneficial service for our town.

A motion was made by **Alderman Payne**, seconded by **Alderman Sisk** to approve the paving of Glover's Hill Road by the Marion County Highway Department in the amount of \$19,514. The motion passed unanimously on a board vote.

- The town has received an email concerning the Kimball Police Department unlocking a vehicle at the Comfort Inn from Mrs. Jan Marshall. She wanted to compliment the department for the quick response, professionalism and unlocking their vehicle.
- The town will host Trunk or Treat at the Park on Industrial Blvd on Saturday, October 27, 2012.
- The town received a thank you letter from St. Jude for the \$1,000 donation.
- Earl Geary has completed the requirement to be certified in Mechanical Inspections for Residential and Commercial Building. The certification cost \$340 for testing and travel expense which will be shared equally by the town and the Town of Monteagle.
- Finances

General Fund		State Street Aid	
Checking	\$ 183,885	Checking	\$ 22,675
Payroll	\$ 17,510	Drug Fund	
Savings FVB	\$ 210,478	Checking	\$ 2,797
Savings FJB	\$ 169,467	Sewer Fund	
Savings PSB	\$ 245,968	Checking	\$ 52,909
CD	<u>\$ 325,000</u>	Savings	\$ 25,055
Total	\$1,152,308	CD	<u>\$ 76,562</u>
		Total	\$ 154,526
Grand Total		\$1,332,306	

Citizen Bobby Gudger wanted to know the requirements for building or remodeling contractors. Contracting without a license in Tennessee is a criminal offense. In order to pull a permit, the property owner or a licensed contractor can apply for the permit. The town's building inspector is Earl Geary, who can answer building questions.

ADJOURNMENT

As there was nothing further to come before the board, motion was made by **Alderman Sisk** to adjourn. The motion was seconded by **Alderman Payne**. The motion passed unanimously on a board vote.


David Jackson, Mayor


Tonia May, Recorder