

WESTMORELAND CITY COUNCIL

December 17, 2007

Minutes

The Town Council, Town of Westmoreland, met in regular session on Monday night, December 18, 2007, at 7:00 p.m. at the Community Meeting Room.

Mayor Ricky Woodard and the following Town Council members were present: Vice-Mayor Cynthia Templeton, Brad Penick, Mike Carter, Brian Smalling and Frank Ruckman. Town Attorney, John Bradley, was present for the meeting.

The meeting was called to order by Mayor Woodard at 7:00 p.m.

The Invocation was given by Willie Luduc.

Mayor Woodard opened the floor for a Public Hearing to address comments concerning the Town of Westmoreland obtaining a Rural Development Grant for Water Improvement Projects. As there were no comments or concerns from anyone in the audience the Mayor declared the Public Hearing closed after a period of time.

Mayor Woodard then declared the council meeting in open session.

Motion by Brad Penick, second by Frank Ruckman to accept the minutes as written. Motion carried unanimous.

Motion by Cynthia Templeton, second by Brad Penick to accept the financial report.

Mayor Woodard introduced Mr. John Poole, C.P.A., who has just completed the Town of Westmoreland's Annual Municipal Audit required by the State of Tennessee. Mr. Poole handed each council member a copy of the audit and brought their attention to several items highlighting especially the Enterprise Funds of Water and Sewer.

He discussed about how the fund had to show a profit one out of three years. In 2005-2006 the fund yielded a profit because of a grant. In 2006 -2007 the fund showed a deficit due to large expenditures. He suggested that the council look at all expenditures and adjust the budget accordingly with the consideration of increasing revenues for the upcoming budget year.

He also suggested combining the Water & Sewer into one fund next fiscal year.

Old Business:

Motion by Brad Penick, second by Mike Carter to discuss the policy & procedure manual at length during the January 3rd work study session and have a Special Called Meeting of the Council following the work study session. Motion carried unanimous.

Motion by Brad Penick, second by Cynthia Templeton, to allow Councilman Mike Carter to contact the State of Tennessee and work with Tri-County on the street lighting plan for the intersection of New Hwy 31-E and New Hwy 52. Motion carried unanimous.

An update was given on the Health Insurance Plan to the council members.

Mayor Woodard addressed the council about Police Chief Applicants. It field had been narrowed to 5 applicants. The detective unit of the Portland Police Department conducted the background checks on the applicants. It was decided by the council members that interviews of the candidates would be performed on January 3, 2007. Each council member would submit 3 questions to the mayor or recorder to be compiled to ask of each of the candidates. The Police Chief selection will be added to the agenda for the Special Called Meeting of the Town Council on January 7, 2007. The mayor is to get with the recorder so that interviews can be scheduled.

The council discussed the C & C Building. Councilman Carter stated his plan was for 2 bids to be accepted: 1) What had to be done to make the building safe, 2) Other things to be done to the building, and did the council want to include the electrical repairs in the process or did they want to wait until they had a possible tenant for the building. The concurrence of the council was to allow Councilman Carter to work up the specifications for the bids which would be opened at a council meeting. No other action taken.

Motion by Brad Penick, second by Frank Ruckman, to adopt Resolution # 430 honoring County Executive Hank Thompson for his service to the Town of Westmoreland and the surrounding community. Motion carried unanimous.

Motion by Frank Ruckman, second by Brad Penick to adopt Resolution # 428 to ask the State of Tennessee to construct a turning lane on New Hwy 31-E from Clyde Wix Road to the intersection of New Hwy 31-E and New Hwy 52. The vote was 2:2:1. Frank Ruckman and Brad Penick for the motion, Mike Carter and Brian Smalling against the motion, Cynthia Templeton abstaining. Mayor Woodard cast the tie breaking vote for the motion. Motion carried.

Motion by Brian Smalling, second by Cynthia Templeton to adopt Resolution # 429 appropriating \$49,439.00 from the Water & Sewer Fund for the local match for a \$449,439.00 GNRC Grant for Sewer Rehabilitation in Westmoreland. Motion carried unanimous.

Mayor Woodard informed the council that he had implemented a spending freeze on the budget unless purchases were absolutely necessary. Per the audit all purchase will have to have a purchase order request signed by the department head. If the department head is not present an alternate person has been designated by each department head. Purchases less than \$25.00 had not previously required a purchase order only the supervisors signature.

Motion by Frank Ruckman, second by Brad Penick to adopt the mayor's purchasing policy. Motion carried unanimous.

The mayor requested the sewer line discussion for New Hwy 52 and New Hwy 31-E be deferred until next month's meeting.

Motion by Brad Penick second by Cynthia Templeton to adopt Resolution # 427 advising the Sumner County Commission and the Board of Education that the Town of Westmoreland is interested in the elementary school property when it is vacated for the new school scheduled to open in 2009.

Chief Deneise Etheridge presented the Police Department monthly report. Also she noted that officer's Karl Haynie and Bobby Moore had completed their 6 month probation and should be due the \$0.50 per hour raise.

Jon Pullen presented the Public Works monthly report. The fence at the basketball court needs

repair. Also, the Spillway at the lake needs a security fence installed to prevent children and adults from entering the spillway area. Volunteer fence will install a 100 x 6' high fence for \$950.00.

Motion by Brian Smalling second by Brad Penick to install a safety fence at the lake's spillway as it is a safety and liability for small children. Motion carried 4 : 1 with Mike Carter voting against the motion.

Jon also discussed the need for new tires for the backhoe.

Jerry Kirkman presented the recorder's report. He stated that Deborah Burnett had completed training and had been designated the Census Official for the Town of Westmoreland by Mayor Woodard. Also, Ms. Burnett has completed training and has been certified as the Town of Westmoreland's Official Municipal Court Clerk. The position customarily carries a \$1.00 per hour wage increase for the added responsibilities.

Motion by Cynthia Templeton second by Frank Ruckman to award the \$1.00 per hour wage increase for Ms. Burnett's certification.

Motion by Mike Carter, second by Frank Ruckman to change the name of Sumnar Drive to Sumner Drive as Sumnar Drive was a mistake that occurred. Motion carried unanimous.

Meeting adjourned at 9:17 p.m.

Minutes submitted by Jerry Kirkman

Ricky W. Woodard, Mayor

Jerry Kirkman, Recorder