

Graysville Board of Mayor and Commissioners
Graysville Municipal Building
March 11, 2010 7:00 p.m.

Call to order by Mayor Doss

- A. Prayer led by Commissioner Kaylor
- B. Pledge led by Commissioner Davenport

Roll Call:

Mayor Ted Doss	Present
Vice Mayor Jimmy Massengill	Present
Commissioner Andy Beene	Present
Commissioner Robbie Davenport	Present
Commissioner Charles Kaylor	Present
Commissioner Thomas Levi	Present
Commissioner Dennis Miller	Absent

Jackie with First Bank Treasury Management Services

Direct Deposit gives customers the ability to scan checks which are deposited into the account electrically. In October 2004 Congress enacted the ability to clear checks by using image cash letters. The program requires no software. The scanner will accept 30 checks at a time and up to 250 checks per batch. Once you complete the process the system will print a deposit slip for the checks scanned which must be taken to the bank with any cash. The system does not verify if funds are available when the check is scanned; First Bank has a partner who offers this service. There is no fee for the direct deposit however there will be a fee for the check verification system. Mayor Doss made a motion to have City Recorder Michelle Horton check into both programs and report her findings at the April meeting; 2nd by Commissioner Kaylor. Motion carried 6 – 0.

Karen Walker

Mrs. Walker is running for the Circuit Court Clerk on the republication ticket she has worked in the Circuit Court Clerk Office for 22 years, 16 of which she has served as the deputy clerk. Regina Meets will not be seeking reelection this year and for the first time since Mrs. Walker has been with this office she can run without competing for the position against her boss; if elected Mrs. Walker will work to correct the problems within the Circuit Court Clerks Office.

Police Chief Thomas Mahoney asked Mrs. Walker if she was elected if someone local within Graysville City Limits could be deputized for the officers to swear their warrants to this would help prevent over time

on the cities already tight budget. Mrs. Walker said she would look into the possibility but if someone was deputized they would need training.

Representative Jim Cobb

Was unable to attend

Frank Sagona with Southeast Tennessee Resource Conservation

Mr. Sagona spoke with the Planning Commission last month about the benefits of joining the Appalachian Quilt Trail. The Planning Commission spoke of the history of the 7th Day Adventist Church and school, Mr. Sagona has looked at church themes. Dayton selected stars and are referred to as the Dayton Stars, Athens selected a pre Civil War theme and Cleveland is still working on their theme. Cities and Towns pick a theme that best tells their history. The board has voted to become a part of the Appalachian Quilt Trail now a theme needs to be selected. Commissioner Beene has been the driving force behind the city becoming a part of the Appalachian Quilt Trail; he will serve as the contact person and work with Mr. Sagona and Mrs. Audrey Burton to select a them.

Raymond Walker – Director of Rhea Economic Tourism Council (RETC)

Mr. Walker thanked Graysville and the council for working with the RETC council. 5 years ago the county started with a plan and on March 22 the plan will be reviewed. Mr. Walker encouraged everyone to attend the meeting which will start at 10:00 at the Welcome Center and end around 1:00. The meeting gives everyone an opportunity to prioritize the focus of the county for the next 5 years.

Approval of February 11, 2010

A motion to approve the February 11, 2010 minutes was made by Vice Mayor Massengill; 2nd by Commissioner Levi. Motion carried 5 – 1; Commissioner Kaylor abstained.

Communications from Mayor and Commissioners

Commissioner Levi thanked everyone who came out for the Open House. It is a stage of the Citizen Help and Input Program (CHIP); it offered a good chance for the Fire Department, Police Department, Elected Officials and volunteer boards to give out information to the citizens. Once city hall is moved to the annex building Commissioner Levi would like to hold another open house.

Commissioner Davenport reported on behalf of the Parks and Recreation Board. The board held a Valentine Dance in February which raised \$115.50 and will hold the First Annual Costume Contest / Dance event this Saturday at 6:00 pm he encouraged everyone to attend. The Beautification Committee will hold a benefit wrestling event on March 20, 2010, they have a new board and Commissioner Davenport wants to help them get off to a good start.

Mayor Doss thanked Planning Commissioner Arron Smith for all he does for the Planning Board and for the Town. News Channel 12 interviewed Commissioner Smith on the weather siren he has worked on for approximately a year the interviewed aired on Tuesday at 6:00 pm.

Mayor Doss notified the board 4 members from the Fire Department attended training this past week and became certificated Fire Fighters. Each year Fire Chief Mike Miles is able to send 3 to 4 fire members to training in Sevierville which helps with our ISO rating which is one of the lowest in the state for a Volunteer Fire Department.

Mayor Doss encouraged everyone to go by the park to see the new sign on the back of the concession stand. The park was dedicated in memory of Kristopher Adam's who passed away several years ago; when the board dedicated the park the name was changed to Kristopher's Kingdom.

Consent Agenda

A motion to accept the consent agenda as presented was made by Commissioner Kaylor; 2nd by Commissioner Davenport. Motion carried 6 – 0.

Old Business

Charter Change

The change would be 7 members to 5 members starting with the 2012 election and changing the name from Town to City. Commissioner Beene made a motion to approve these changes; 2nd by Mayor Doss. Motion carried 4 – 2 with Vice Mayor Massengill and Commissioner Kaylor voting no.

Easement at Seventh Day Adventist Church

We hope to have more information concerning this by March 15, 2010.

Citizen Help and Input Program (CHIP)

The Open House was a suggestion from the public; working on a video for U-Tube and a quarterly newsletter. It's an on going program and as it moves forward it will increase the transparency at city hall and help with communications between city hall and the citizens.

Harrison Ave Water Lines under Bridge

Water Superintendent Gary Doss presented the board with quotes last month on the cost of correcting the pipe under the Harrison Ave Bridge; Commissioner Beene asked Superintendent Doss to check on the price of 6 inch PVC pipe. The cost for 6 inch PVC pipe is \$660.00; Superintendent Doss does not recommend using PVC pipe.

Commissioner Levi made a motion to correct this problem to ensure we continue to supply water customers across Roaring Creek with water and prevent any hazards if the money is available in the budget; 2nd by Commissioner Davenport.

Discussion: The project can be completed in 3 days; if insulation was installed on the pipe it would be an additional \$5,700 for material and labor. The current project for \$9,644 includes taking the pipe down, replacing all seals, gaskets hangers, putting in an expansion joint and reinstalling the pipe.

Motion carried 6 – 0.

Appalachian Quilt Trail

Discussed with Mr. Frank Sagona earlier in meeting

County Animal Control Program

County Executive Billy Ray Patton still in the process of speaking with Dayton and Spring City.

Employee Handbook

Chief Mahoney asked the board if the police department could be exempt from the no comp time rule. Due to the unforgiving hours of the police officers, allowing comp time allows the city to have 24 hour coverage without going over budget. Police officers are not like other city employees when the shift is over they can not always leave due to a late arrest or assisting a citizen. Every month the officers have to testify in court, they have to attend yearly training and this is in addition to their regular work schedule. During the past 6 months 428 hours of comp time was accrued; by allowing comp time vs. over time pay it saves the city \$6.00 per hour. The 428 hours of comp time

earned cost the city \$3,852 vs. time in a half pay which would have cost the city \$6,420.

Chief Mahoney asked the board to allow him to build a handbook similar to the city employee handbook for the Police Department covering vacation, sick time, pay rates and overtime issues to be added to the current SOP manual. Since the Police Department does not work a 40 hour week and isn't on the same structure as other city departments.

Another question raised during the employee handbook workshop was the 8 minute late rule. Should the 8 minutes be changed to 5 minutes and should an employee who is 5 minutes late be docked 15 minutes.

Commissioner Levi and Commissioner Beene feel if someone is 7 minutes late they should only be docked 7 minutes; not be punished additional time due to a sick child, car problems or an occasional just running late. There are rules set in place to handle tardiness and attendance problems.

At Commissioner Kaylors' place of employment their saying is if you can't get there at start time don't come in.

A motion for the Police Department to continue using comp time and Chief Mahoney to place payroll issues in the SOP of the Police Department was made by Commissioner Levi; 2nd by Commissioner Davenport. Motion carried 6 – 0.

A motion to change the 8 minute grace period to 5 minute grace period without additional time being docked was made by Vice Mayor Massengill; 2nd by Commissioner Levi. Motion carried 6 – 0.

Any properly presented old business

Commissioner Beene asked if anyone from the county was represented in the Creek Task Force meetings. Mayor Doss said several from the county are on the Task Force.

Commissioner Beene asked the date and time of the Easter Egg Hunt. Commissioner Davenport said April 3 sometime after lunch; time has not been set.

**A 5 minute recess was called
Rural Development Conference**

Mayor Doss asked Mr. Raymond Walker to speak on the Rural Development Conference. Mr. Walker said the conference is the best conference to attend filled with a lot of information; it does not waste your time. The RETC will be driving the van over this year and has room available.

Mayor Doss and Commissioner Beene will be attending the conference this year. Vice Mayor Massengill is unable to get the time off at work.

New Business

Open bids for Kristopher's Kingdom playground equipment

Game Time Represented by Dominica Recreation Products;
Warranty is lifetime on most times; 15 years NON pro-rated on plastic with a 3 year warranty on labor.

Play components, fall surface (engineered wood fiber), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$27,400

Kidz Zone Play Systems distributors of Playcraft Systems;

Warranty is limited lifetime; 15 years limited on plastic.

5" metal post option includes new play components, fall surface (engineered wood fiber), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$33,430

5" metal post option includes new play components, fall surface (rubber mulch), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$48,355

5" metal post option includes new play components, fall surface (pour in place rubber), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$86,891.50

5" metal post option includes recycled play components, fall surface (engineered wood fiber), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$40,330

5" metal post option includes recycled play components, fall surface (rubber mulch), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$54,955

5" metal post option includes recycled play components, fall surface (pour in place rubber), border, delivery and installation to include existing swing, marry-go-round and spider for a total price of \$93,791.50

Howlett Equipment Company; little tikes Commercial Warranty limited 100 year; limited 15 year on plastic and a full one year from delivery date.

Play components, delivery and installation for a total price of \$37,504.40 will install Zturf for an additional \$12,168.00

PlayWorld Carolinas; Option I Warranty limited life time; limited 15 year on plastic; play components, fall surface (engineered wood fiber) border, delivery and installation \$37,355.84 if using rubber mulch as fall surface add an additional \$9,000 if using unitary bonded rubber as fall surface add an additional \$12,500

Option II Warranty limited life time; limited 15 year on plastic play components, fall surface (engineered wood fiber) border, delivery and installation \$33,812.09 if using rubber mulch as fall surface add an additional \$9,000 if using unitary bonded rubber as fall surface add an additional \$12,500

Miracle of KY & TN Warranty limited 100 year; limited 15 year on plastic; play components, fall surface (engineered wood fiber), border, delivery and installation to include existing swing, marry-go-round, and spider \$26,679 if using rubber mulch as fall surface add an additional \$16,500

City Recorder Horton will get with April Johnson to see what best fits the needs of Graysville and report back next month. If needed a special meeting can be called to award the bid so this project can get completed.

Vice Mayor Massengill left the meeting.

2009 – 2010 audit contract

The city has used Johnson, Murphey & Wright, for the past 2 years for the annual financial audit. The Comptroller suggests changing audit firms every 5 years.

A motion to approve the audit contract with Johnson, Murphey & Wright was made by Commissioner Kaylor; 2nd by Commissioner Beene. Motion carried 6 – 0.

Set weekly hours for salary employees

During the employee handbook the hour for salary employees was brought up.

Mayor Doss said different cities handle it different ways, but when he worked salary he worked as many hours as it took to get the job done; that's why a company places people on salary. This subject has many different view points.

Commissioner Levi asked City Recorder Horton for a 6 month running total for salary department heads; this past year the average total was 43 hours per week. During his employment as a salary employee in retail his salary has been based on 50 hours with an hour for lunch. Any time over the 50 hours is paid at straight time. His recommendation for salary employees is 50 hours per week with an hour for lunch which should be enough time to complete all task during budget time and any emergencies that arise. In the past year it has been rare if 50 hours a week was exceeded.

Commissioner Davenport asked what the salary employees thought about the subject.

Mayor Doss said City Recorder Horton was at the meeting a did not have a problem with it; when she was hired she gave the board an option she would work for an X amount hourly rate or she would work salary. No comp time was discussed.

Chief Mahoney said the law states if an employee works over 40 hours they get compensated for it. State Labor Board has guidelines and information booklets the board probably needs to look at. He wasn't aware the current system was broke; it doesn't cost the city more money for the comp time. The salary employees get paid a certain amount each year the only reason we keep up with the time over 40 hours is incase we need a day off to take care of personal business we will not be docked any money for the time we took off. We have never said we expect to be paid for this time. He is confused about what the issue is.

Mayor Doss said the issue is the board never set a comp time for salary; it was created from within and he feels the board needs to make the rule.

Chief Mahoney explained the salary employees do not abuse the comp time; when a salary employee is out no one is required to come in and

cover that position; comp time is only used when a salary employee needs a day off for personal business above vacation time.

Commissioner Kaylor feels if it's not broke don't fix it. He wants to see a law book before any changes are made to the current system.

Water Superintendent Doss has spoke to the state in the past; when an employee works salary he enters into an agreement with the employer on the number of hours he will work based on the salary if that agreement is 45 hours, the employer still has to pay the employee time in an half for anything over 40 hours. He has been through this once before and anything above 40 hours has to be time in an half. He wanted to let the board know before they make any big decisions. When he was hired he agreed to 40 hours a week plus the weekend water; when he was put on salary those hours never changed. He knows the laws and wanted the board to know them before they make any big decisions.

Commissioner Kaylor wants to see the book he doesn't have a problem with the current system. NFS (North Folk Southern) works salary employees 80 to 80 hours and they don't get comp time or additional money for the time. He is sure they follow the law; you accept a job as a salary person on the other hand when they need a day off they get off without losing any pay as long as they don't abuse the system.

Chief Mahoney doesn't expect more money, the only reason it is kept up with is for the boards benefit if we needed to take a day off we the board could see how much time has been put in.

Commissioner Kaylor feels everyone needs to keep a log of what is done however as far as salary employees and the time they put in he doesn't need to see it if he couldn't trust them then he would vote to remove them.

Mayor Doss tabled this topic until the board has information from the State about government employees which may be different than retail, and railroad employees.

Lone Mountain Cemetery

David Morgan, CPA/PFS represents a client who is interested in establishing an endowment fund with the City to maintain the cemetery. The endowment is \$50,000 cash. Mayor Doss contacted a bank who advised if the \$50,000 was put into a CD for 30 month it would draw \$1,125 annually at the current interest rate; during the 30

months the City would be given one opportunity to change if the rate was to go up. Mr. Grady Reel and Mr. Mike Barger currently oversee the upkeep of the cemetery and have \$4,500 endowment. The \$4,500 can be used to keep up the cemetery until the CD matures; which could be reinvested and continue to earn interest.

Commissioner Kaylor asked what the upkeep cost would be annually.

Mayor Doss said we could use City employees, community service workers or subcontract it out. With his knowledge of the lawn care business he feels 2 men could do the job in 2 hours; if the men charged \$20 per hour the cost would be \$80 each time it was mowed. It would need to be mowed approximately 14 times per year for a total estimated annual cost of \$1,120; which could be paid from the interest from the \$50,000 CD.

This topic has been addressed in the past but at the time there was not enough funds to continue to draw interest and help with the upkeep for years to come. Since this was last addressed over half of the endowment has been used for the upkeep.

A motion to accept the offer from David Morgan and the client he represents was made by Mayor Doss; 2nd by Commissioner Beene. Motion carried 5 – 0.

Any properly presented new business

Mayor Doss has spoken with the Animal Control Officer about attending a 3 day Animal Care Expo in Nashville. The Expo covers many topics we changed in our ordinance and would help the Animal Control Officer greatly. A motion to send our Animal Control Officer to the Animal Care Expo was made by Commissioner Kaylor; 2nd by Commissioner Beene. Motion carried 5 – 0.

Citizen Input

Mr. Mike Knox asked why the upcoming wrestling match was the last. Commissioner Davenport said it was due to the renovations at the annex.

Mr. Knox doesn't understand why it can't continue; he feels it's one of the best things Graysville has, it has benefited the fire, police, boy scouts, Rhea County Fire Department and people of the community. The section the wrestling uses would be the last section he would renovate; the current section being renovated could be blocked off to keep people from entering that section.

Mayor Doss said most of the board agreed with Mr. Knox, however the board did not make this decision it was made by the administration.

Chief Mahoney explained there are issues with the floor in the gym. Commissioner Beene said those could be corrected.

A motion to work around the construction at the annex to continue with the wrestling events was made by Mayor Doss; 2nd by Commissioner Beene. Motion carried 5 – 0.

Mr. Knox asked if he had a dog running loose, someone was walking and his dog runs out and tries to bite them how many complaints needs to be filed before something is done. Mayor Doss said 1.

Mr. Knox asked the following questions.

- How many water meters inside town? 611
- How many water meters outside town? 140
- How many fireman? 30 including first responders
- Can citizens go to the Creek Task Force meetings? Yes

Mr. Knox would like to attend the Creek Task Force meetings; the creek is leaving its channel and no one is doing anything to fix it. Mayor Doss said the meetings were held at the Sale Creek Volunteer Fire Hall the 2nd Thursday; when he received his notification of the meeting he will forward that information to Mr. Knox.

- Can he buy tags for his dog and still let it run loose? No
 - If his dog is seen laying in his yard not on a lease will the city get it?
- Mayor Doss said yes.

-How many miles of streets are in the town? 16 miles

-How many miles of sidewalk has the city fixed in the past 3 years? None; we are currently working on grants and putting money in the budget to help with the 80/20 match.

-How many miles of streets has the city fixed; if something is not done to Pikeville Ave we will lose it. It has a lot of damage from the floods with heavy traffic on it will be a loss. Mr. Knox doesn't understand why there isn't a system in place to spray the grass that grows up in the streets.

Mayor Doss's understanding is past board members did not like the way areas looked when they were sprayed he feels its maintenance and needed.

Mr. Knox donated a golf cart to the city several years ago and would like it back. Water Superintendent Doss said he had no need for the golf cart. Mayor Doss said Mr. Knox could have it back.

Mrs. Fredia Gadd asked the board why each spot in her mobile home park needed to be surveyed since all mobile homes within the park are at the same elevation. She also asked why she needed to build a porch on the mobile home if the home burns down and there is an existing concrete pad already there? Mayor Doss explained some questions are hard to answer without research since this board does not handle these issues on a daily basis but he believes codes have changed over the years and the old home was grandfathered in but the new home has to comply with current standards. Mrs. Gadd asked if she pulled out a mobile home and moved a new mobile home in if she had to meet current standards. The board answered yes.

Commissioner Kaylor according to the rules if you improve / replace a certain % of the value you must meet current standards.

Mayor Doss asked Mrs. Gadd how long it had been since the first survey was done? The flood maps have changed and new survey maybe required due to those changes.

Mrs. Gadd asked why it was required she go to the health department and have here septic approved when moving out an older mobile home and replacing it, if it worked for the old home it will work for the newer home.

Mayor Doss explained it was due to regulations.

Mayor Doss thanked Mrs. Kay Thurman for the time and money she put into the city seal. The seal has 3 basic elements; before it was a Town Mr. Gray had a horse farm on the land which is now Graysville; Graysville Academy is pictured which is the original 7th Day Adventist Church and School and the Fox Coal Company which the Fox Brothers started at the foot of the mountains which ran down Blacktrack to Chattanooga. The 3 elements incorporate Graysville's history.

Adjournment

A motion to adjourn the meeting was made by Commissioner Kaylor; 2nd by Mayor Doss. Motion carried 5 – 0.

Mayor, Ted Doss

City Recorder, Michelle Horton

Date