

**Millersville Board of Commissioners
Minutes of Regular Meeting**

Tuesday, August 20, 2019 at 5:30 P.M.

The Millersville Board of Commissioners held their regular monthly meeting at City Hall on Tuesday, August 20, 2019 with the following board members present: Tim Lassiter, Mayor; Vice Mayor Keith Bell. Commissioners: Milton Dorris, David Gregory and Larry Petty. Also, present: City Manager/Recorder Holly Murphy and Amy Hutchison, Recorder Pro Tem.

1. Call to Order.

Mayor Lassiter called the meeting to order at 5:38 P.M.

2. Invocation and Pledge to the Flag.

Commissioner Gregory gave the invocation followed by the Pledge to the Flag of the United States led by Mayor Lassiter.

3. Approval of minutes from the July 16, 2019 Regular Commission Meeting.

Vice Mayor Bell moved to approve the minutes from the July 16, 2019 Regular Commission Meeting, seconded by Commissioner Gregory. (Vote 5 yea – 0 nay.) Motion carried.

4. Approval of minutes from the August 5, 2019 Special Commission Meeting.

Vice Mayor Bell moved to approve the minutes from the August 5, 2019 Special Commission Meeting, seconded by Commissioner Gregory. (Vote 4 yea – 1 abstention, with Mr. Petty abstaining as he was absent.) Motion carried.

5. Approve the July 2019 Financial Report.

Vice Mayor Bell moved to approve the July 2019 Financial Report, seconded by Commissioner Petty. (Vote 5 yea – 0 nay.) Motion carried.

6. **First Reading of Ordinance 19-728**, an ordinance to rezone a parcel and portions of parcels of land Cycle Lane and Wilson Lane, identified as Robertson County Map 126, Parcel 081.00 and Map 125, Parcels 225.00 and 226.00 from Residential R-1 and R-3 and Commercial C-3 and Residential R-5 to Residential R-5.

Vice Mayor Bell moved to approve Ordinance 19-728 on first reading, seconded by Commissioner Gregory. (Vote 5 yea – 0 nay.) Motion carried. Ordinance 19-728 passed first reading.

7. **First Reading of Ordinance 19-729**, an ordinance to adopt property tax rates for the City Of Millersville for the Fiscal year beginning July 1, 2019 through June 30, 2020.

Vice Mayor Bell moved to approve Ordinance 19-729 on first reading, seconded by Commissioner Gregory. (Vote 5 yea – 0 nay.) Motion carried. Ordinance 19-729 passed first reading.

8. **First Reading of Ordinance 19-730**, an ordinance to amend Ordinance 19-725, the 2019-20 Fiscal Year Budget, to reflect the actual revenue and expenses related to various Capital Improvement Projects and Purchases.

Commissioner Petty made a motion to approve Ordinance 19-730 on first reading, seconded by Commissioner Gregory. (Vote 5 yea – 0 nay.) Motion carried. Ordinance 19-730 passed first reading.

9. **Resolution 19-R-10**, to declare the Fire Department vehicle known as P-47 as surplus property.

Vice Mayor Bell moved to approve Resolution 19-R-10, seconded by Commissioner Gregory. (Vote 5 yea – 0 nay.) Motion carried.

10. **Resolution 19-R-11**, to amend the fees for demolition permits and the repair/replacement of commercial signs to zero.

Vice Mayor Bell moved to approve Resolution 19-R-11, seconded by Commissioner Gregory. (Vote 5 yea – 0 nay.) Motion carried.

11. **Resolution 19-R-12**, to adopt the Sumner County Hazard Mitigation Plan.

Vice Mayor Bell moved to approve Resolution 19-R-12, seconded by Commissioner Petty. (Vote 5 yea – 0 nay.) Motion carried.

12. **Resolution 19-R-13**, to amend the City's Vehicle Use/Take-Home Policy for on-call personnel.

Vice Mayor Bell moved to approve Resolution 19-R-13 to amend the City's Vehicle Use /Take-Home Policy for on-call personnel, seconded by Commissioner Dorris.

Ms. Murphy advised the Commission that the current policy has a mileage limit for the on-call Public Works person and that this Resolution will be deleting that portion but it will now call for a response time limit. Police Chief Palmer has also requested that the on-call detective be allowed a take home vehicle as well. Mayor Lassiter stated that he does not have a problem with either department having a take home car for the on-call responsibilities. Ms. Murphy requested that she also be granted take home use of the Impala that is on property and has been utilized as the City Manager vehicle in the past and that she is also within the response time limit.

Vice Mayor Bell made a motion to amend Resolution 19-R-13 to include the response time of 45 minutes from City Hall and to allow the City Manager to utilize the City Manager's Impala as a take-home vehicle. Commissioner Gregory seconded the motion. (Vote 5 yea – 0 nay.) Motion carried.

Mayor Lassiter called for a vote to approve Resolution 19-R-13 as amended. (Vote 5 yea – 0 nay.) Motion carried.

13. Award Police Vehicle Bid to Hunt Ford for three trucks (two budgeted this fiscal year, and one to replace P-56 (2014 Chevy Tahoe) which was totaled on June 30, 2019).

Commissioner Petty made a motion to award the Police Vehicle Bid to Hunt Ford for three trucks (two budgeted this fiscal year, and one to replace P-56 (2014 Chevy Tahoe) which was totaled on June 30, 2019), seconded by Vice Mayor Bell.

A brief discussion was held regarding the reason the why the City wasn't going with the State contract and Ms. Murphy also explained how the totaled Tahoe configures into the budget amendment and how it affects the Drug Fund. The Drug Fund will equip the vehicles and the General Fund will purchase the vehicles.

With no further discussion, Mayor Lassiter called for a vote. (Vote 4 yea – 1 nay, with Commissioner Dorris voting no.) Motion carried.

14. Approve OHM's contract proposal of \$108,000 for the NEPA/Preliminary Engineering (PE) phase for the Multi-Modal Connectivity/Sidewalk Project.

Following a brief discussion regarding houses that are within the right-of-way and possibly lowering the speed limit on the highway to accommodate the setback, Mayor Lassiter called for a vote.

Vice Mayor Bell moved to approve OHM's contract proposal of \$108,000 for the NEPA/Preliminary Engineering (PE) phase for the Multi-Modal Connectivity/Sidewalk Project and to allow the City Manager to sign on behalf of the City, seconded by Commissioner Gregory. (Vote 5 yay – 0 nay.) Motion carried.

15. Approve OHM's contract proposal of \$7,800 for Professional Land Surveying Services (Replat and Topo) of City property located adjacent to the intersection of Bethel Road and Highway 31W.

Vice Mayor Bell moved to approve OHM's contract proposal of \$7,800 for Professional Land Surveying Services (Replat and Topo) of City property located adjacent to the intersection of Bethel Road and Highway 31W and to allow the City Manager to sign on behalf of the City, seconded by Commissioner Gregory. (Vote 5 yay – 0 nay.) Motion carried.

16. Review and discuss the construction bids for the City Hall Expansion Project.

The Commission discussed that the City received eight sealed bids and Boger Construction has come in with the lowest bid.

Mr. Bob Pelosi (OHM) advised that this company has completed several municipal projects in similar size and complexity including, an elementary school in Metro Nashville, a Fire Station in Rutherford County and a utility building in Hendersonville to name a few. Further discussion was held on the specifics of the bid such as what it did and did not include. Mr. Pelosi advised that the bid did not include the Construction Administration cost to which Mayor Lassiter asked to be provided at the next Work Session for review.

17. Citizen Comments.

Keri Lewis, Millersville Public Library – 1174 Louisville Highway, gave a library update from the last month. Ms. Lewis advised that the Summer Reading and Lunch program had ended for the summer. The Library has some new events: Movement Mondays and Artventures that will meet on Tuesdays. The Library will be hosting a Library Volunteer Work Day on Saturday, September 14th from 8 am – 11 am. It will involve spot clean up and maintenance on the inside and outside of the facility. The Library will also be having its Anniversary Reception on Tuesday, August 27th from 5:30 pm – 7:00 pm. She invited all to attend both upcoming events.

18. City Manager Comments.

Ms. Murphy updated the Commission on the damage to the CID office and the leak in the ceiling that ultimately caused the ceiling to fall. She advised that the insurance will not cover the mold clean up but will cover the water damage. ServePro provided estimates for both services. Holly gave the Commission the amount of the estimates and she advised that Public Works will repair the roof.

Ms. Murphy informed the Commission that interviews have been ongoing for the ECC Director. She stated that a decision was made and an offer was discussed. There will be another meeting on August 26th. There will hopefully be a new director in place within a month.

She advised the Commission that she and staff met with Melissa Clark of the Millersville Public Library regarding the Community Center collaboration. The Sumner County Commission will vote at their September meeting to add a staff member to the library to fill the position that will handle the Community Center rentals and events. The Community Center will remain a building of the City of Millersville. The agreement will be brought to the City Commission at the September work session with a special meeting to follow for the Board's approval.

Ms. Murphy invited the Commission to the Bond Closing on August 26th at 10 am. She advised that we received a very good interest rate.

Ms. Murphy gave the Commission information regarding the bid opening schedule for the traffic signal construction.

Lastly, Ms. Murphy explained that the Work Session is scheduled to be held on Labor Day and she asked if the Commission would like to move it to Tuesday, September 3rd, to which the Commission agreed.

Michael Barr gave an update to the Commission regarding the delinquent tax property sale. Mr. Barr advised that there will be a meeting with the other bidder on August 27th at 10 am at the Robertson County Mayor's office. Vice Mayor Bell advised that the identity of the bidder is public record and to find out who the other bidder is before decisions are made.

19. Commissioner Comments.

Commissioner Petty asked if we could change the Work Session to 5:00 pm to which the other Commissioners advised that it is held at 5:30 pm to allow the Public to attend after work.

20. Adjournment.

**Vice Mayor Bell moved to adjourn, seconded by Commissioner Petty.
(Vote 5 yea – 0 nay.) Motion carried.**

Meeting adjourned at 6:41 P.M.

Respectfully Submitted,

Amy Hutchison
Recorder Pro Tem

