

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

**Tuesday, March 17, 2020 at 5:30 P.M.
at the Community Center**

The Millersville Board of Commissioners held their regular monthly meeting at the Millersville Community Center on Tuesday, March 17, 2020 with the following board members present: Tim Lassiter, Mayor; Keith Bell, Vice Mayor. Commissioners: David Gregory and Larry Petty. Also, present: City Manager/Recorder Holly Murphy, Assistant City Manager Dan Toole and Amy Hutchison, Recorder Pro Tem. Absent: Commissioner Milton Dorris.

1. Call to Order.

Mayor Lassiter called the meeting to order at 5:32 P.M.

2. Invocation and Pledge to the Flag.

Assistant City Manager Dan Toole gave the invocation followed by the Pledge to the Flag of the United States led by Mayor Tim Lassiter.

Commissioner Gregory made a motion to amend the agenda to add Resolution 20-R-20 between items #10 and #11, seconded by Vice Mayor Bell. (Vote 4 yea – 0 nay.) Motion carried.

3. Approve the minutes from the February 18, 2020 Regular Commission Meeting.

Commissioner Petty made a motion to approve the minutes from the February 18, 2020 Regular Commission Meeting, seconded by Commissioner Gregory. (Vote 3 yea – 1 abstention, with Vice Mayor abstaining because he was absent.) Motion carried.

4. Approval of minutes from the March 4, 2020 Special Commission Meeting.

Vice Mayor moved to approve the minutes from the March 4, 2020 Special Commission Meeting, seconded by Commissioner Gregory. (Vote 4 yea – 0 nay.) Motion carried.

5. Acceptance of the February 2020 Financial Report.

Vice Mayor moved to accept the February 2020 Financial Report, seconded by Commissioner Petty. (Vote 4 yea – 0 nay.) Motion carried.

6. **PUBLIC HEARINGS:**

a. **Ordinance 20-737**, an ordinance amending the Millersville Code of Ordinances, Chapter 19, Stormwater Management, Article 1.

1. Open Public Hearing for comments on Ordinance 20-737.

Mayor Lassiter opened Ordinance 20-737 for comments. There were no comments.

2. Close Public Hearing on Ordinance 20-737.

Mayor Lassiter closed Public Hearing on Ordinance 20-737.

b. **Ordinance 20-738**, an ordinance to amend Ordinance 19-725, the 2019-20 Fiscal Year Budget, as previously amended by Ordinance 19-730, to fund expenses related to hiring and training an additional police officer.

1. Open Public Hearing for comments on Ordinance 20-738.
Mayor Lassiter opened Ordinance 20-738 for comments. There were no comments.

2. Close Public Hearing on Ordinance 20-738.
Mayor Lassiter closed Public Hearing on Ordinance 20-738.

c. **Ordinance 20-739**, an ordinance to amend Ordinance 19-725, the 2019-20 Fiscal Year Budget, as previously amended by Ordinance 19-730 and 20-739, to fund expenses related to the purchase of a used ladder truck for the Fire Department.

1. Open Public Hearing for comments on Ordinance 20-739.
Mayor Lassiter opened Ordinance 20-739 for comments. There were no comments.

2. Close Public Hearing on Ordinance 20-739.
Mayor Lassiter closed Public Hearing on Ordinance 20-739.

7. **Second Reading of Ordinance 20-737**, an ordinance amending the Millersville Code of Ordinances, Chapter 19, Stormwater Management, Article I.

Vice Mayor Bell moved to approve Ordinance 20-737 on second reading, seconded by Commissioner Gregory (Vote 4 yea – 0 nay.). Motion carried. Ordinance 20-737 passed second and final reading.

8. **Second Reading of Ordinance 20-738**, an ordinance to amend Ordinance 19-725, the 2019-20 Fiscal Year Budget, as previously amended by Ordinance 19-730, to fund expenses related to hiring and training an additional police officer.

Vice Mayor Bell moved to approve Ordinance 20-738 on second reading, seconded by Commissioner Petty (Vote 4 yea – 0 nay.). Motion carried. Ordinance 20-738 passed second and final reading.

9. **Second Reading of Ordinance 20-739**, an ordinance to amend Ordinance 19-725, the 2019-20 Fiscal Year Budget, as previously amended by Ordinance 19-730 and 20-738, to fund expenses related to the purchase of a used ladder truck for the Fire Department.

Vice Mayor Bell moved to approve Ordinance 20-739 on second reading, seconded by Commissioner Gregory. (Vote 4 yea – 0 nay.). Motion carried. Ordinance 20-739 passed second and final reading.

10. Approve **Resolution 20-R-19**, a resolution amending the Policies and Procedures Manual for the Millersville Community Center, Playground, and other City-owned Park Property.

Vice Mayor Bell moved to approve Resolution 20-R-19, seconded by Commissioner Gregory.

After a lengthy discussion, the Commission concluded that the Policy should read that there shall be no alcohol on City owned property and any rental of the Community Center of 200 or more guests and/or a full facility rental will require an off-duty officer at \$35 per hour. Mayor Lassiter also requested to have an Ordinance put on the next work session that will allow the police department to enforce the policy.

With no further discussion, Mayor Lassiter called for a vote. (Vote 4 yea – 0 nay.). Motion carried.

11. Approve **Resolution 20-R-20**, a resolution to declare items as surplus property and authorize the sale or disposal of property that has been deemed surplus, out of service, seized or abandoned.

Vice Mayor Bell moved to approve Resolution 20-R-20, seconded by Commissioner Petty. (Vote 4 yea – 0 nay.). Motion carried.

12. Citizens comments. (Limited to 3 minutes per speaker.)

Kevin Pennell, 1138 Ridge Hill Rd., stated that former City Manager Caryn Miller had exempted his property from Stormwater fees because he was zoned agriculture. He stated that he farms his land and that alone exempts him from these fees. The Commission asked Brian Whitaker of OHM who was in attendance at the meeting if this would qualify Mr. Pennell as exempt to which Mr. Whitaker answered that the City decides who, if anyone, is exempt from this fee. Mr. Pennell requested that the City look into this issue for a correct determination.

13. Economic Development update/comments – Asst. City Manager Dan Toole.

Mr. Toole advised the Commission that a request was made from Andy Brown, Assistant Director of the Sumner County Board of Education to use the front parking lot of the Community Center as one of the pickup locations for food pickup for the students of Sumner County. He explained that the food would be prepared at the high school and distributed to locations in the area for the students to pick up during the Coronavirus pandemic. The employees of Sumner County Schools would man this event and would need use of the restroom facilities for themselves only. They also asked to store their tables inside the building during the duration of the “Safer at Home” orders issued by the Governor of the State of Tennessee. The Commission agreed to this arrangement.

14. City Manager comments.

Ms. Murphy advised the Commission that she was monitoring the daily updates of the Covid-19 pandemic. She informed the Commission that the Spring Clean Up Day is scheduled for May 2nd and we have two police department new hires scheduled to go the Police Academy at the end of March. Both of these things are subject to be affected by the Covid-19 pandemic.

15. Commissioner comments.

Commissioner Gregory asked OHM Representative Brian Whitaker if he had talked to TDOT yet about the bridges to which Mr. Whitaker stated that because of the “Safer at Home” order issued by the Governor, many TDOT employees are working from home and communication was a little harder during this time but he is working on it. Mr. Whitaker also advised that he is finishing up with NEPA regarding the sidewalk project and a start date has not yet been determined.

Mayor Lassiter stated that he had been made aware of pictures involving trash along the roadways and at the curbs of residences and wanted to know if it was being handled to which Ms. Murphy advised that it was being taken care of. She also informed the Commission that door hangers were being utilized by the Public Works Department to inform residents that a work order must be placed with the City in order to have bulk items and brush picked up. Mayor Lassiter reiterated that brush that is cut down by a commercial company must be hauled off by said company as the City only removes brush and small trees that have been cut down by the homeowner or blown down by a storm.

The Mayor also brought the Commissions attention to the issue of people parking in the grass at the Community Center. He would like signs stating “No Parking Beyond This Point” placed towards the right side and rear of the Center.

Mayor Lassiter requested that all Department SOP’s be completed and turned in before the next Work Session. He also advised of an incident that involved the On-Call Public Works employee regarding a sewer call over the weekend. He asked questions regarding how we track those calls and asked Holly if

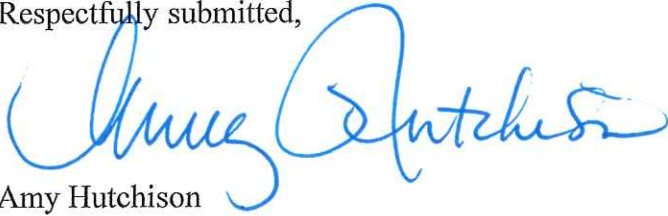
she would look further into the incident. He finished by asking Ms. Murphy what she has decided to do regarding the City Manager position to which Ms. Murphy advised that she would be stepping back into the City Recorder position full time. Mayor Lassiter asked Ms. Murphy to get with Gary Jaeckel of MTAS regarding a job package for the City Manager position and to get the ball rolling for interviewees for the position.

16. Adjournment.

Vice Mayor Bell moved to adjourn, seconded by Commissioner Petty. (Vote 4 yea – 0 nay.).
Motion carried.

Meeting adjourned at 6:58 P.M.

Respectfully submitted,



Amy Hutchison
Recorder Pro Tem

