

**Millersville Board of Commissioners  
Regular Meeting Minutes  
Tuesday, October 18, 2022 at 5:30 P.M.  
at Millersville City Hall**

The Millersville Board of Commissioners held their regular monthly meeting at the Millersville City Hall on Tuesday, October 18, 2022 with the following board members present: David Gregory, Mayor; Cristina Templet, Vice Mayor. Commissioners: Keith Bell and Tommy Long. Also present: City Manager Scott Avery, City Recorder Holly Murphy, City Attorney Jack Freedle and Recording Secretary Amy Hutchison. Absent: Commissioner Lincoln Atwood.

1. Call to Order.

Mayor Gregory called the meeting to order at 5:30 P.M.

2. Invocation and Pledge to the Flag.

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

3. Approval of minutes of the August 16, 2022 Regular Commission Meeting.

**Commissioner Bell moved to approve the August 16, 2022 Regular Commission Meeting minutes, seconded by Commissioner Long. (Vote 4 yea – 0 nay.). Motion carried.**

4. Approval of minutes of the September 20, 2022 Regular Commission Meeting.

Mayor Gregory advised that due to Board Member absences of previous meetings, the vote of these minutes will be moved to the next regular Commission Meeting.

5. Approval of Minutes from the September 20, 2022 Special Commission Meeting.

Mayor Gregory advised that due to Board Member absences of previous meetings, the vote of these minutes will be moved to the next regular Commission Meeting.

6. Approve the minutes from the October 3, 2022 Special Commission Meeting.

**Commissioner Bell moved to approve the October 3, 2022 Special Commission Meeting, seconded by Commissioner Long. (Vote 4 yea – 0 nay.). Motion carried.**

7. Approve the September 2022 Financial Report.

**Commissioner Bell moved to approve the September 2022 Financial Report, seconded by Vice Mayor Templet. (Vote 4 yea – 0 nay.). Motion carried.**

8. **Public Hearing on Ordinance 22-782**, to rezone 1820 Highway 31W from Other to Heavy Commercial (Passed 1<sup>st</sup> Reading 8/16/22).

a. Open Public Hearing on Ordinance 22-782.

There were no comments.

b. Close Public Hearing on Ordinance 22-782.

Mayor Gregory closed public hearing.

9. **Second Reading on Ordinance 22-782**, to rezone 1820 Highway 31W from Other to Heavy Commercial (Passed 1<sup>st</sup> Reading 8/16/22).

**Commissioner Bell moved to approve Ordinance 22-782 to rezone 1820 Highway 31W on second reading, seconded by Commissioner Long.**

Mr. Pieri advised that "Other" does not have a specific use and the applicant would like to have offices and storage and this rezone will allow that.

**With no further discussion, Mayor Gregory called for a vote. (Vote 4 yea – 0 nay.). Motion carried. Ordinance 22-782 passed second and final reading.**

**10. Public Hearing on Ordinance 22-783**, to amend the 2022-23 Fiscal Year Budget for expenses related to a capital project for the Police Department.

- a. Open Public Hearing on Ordinance 22-783.  
There were no comments.
- b. Close Public Hearing on Ordinance 22-783.  
Mayor Gregory closed public hearing.

**11. Second Reading on Ordinance 22-783**, to amend the 2022-23 Fiscal Year Budget for expenses related to a capital project for the Police Department.

**Commissioner Bell moved to approve Ordinance 22-783, to amend the 2022-23 Fiscal Year Budget for expenses related to a capital project for the Police Department on second reading, seconded by Commissioner Long.**

Chief Carr advised the Commission that only one bid was submitted for the construction of the evidence room. He stated that the bid is \$85,000 without the heater and \$89,000 with the heater. Mr. Avery followed up by stating that the bid will not be piece milled and will come before the Commission as a package deal.

**With no further discussion, Mayor Gregory called for a vote. (4 yea – 0 nay.). Motion carried. Ordinance 22-783 passed second and final reading.**

**12. First Reading on Ordinance 22-784**, housekeeping measure, to amend the 2022-23 Fiscal Year Budget to correct errors/typos in Section 2 and 3 of Ordinance 22-777 related to transfers from the General Fund, and Section 4 related to debt service interest.

**Commissioner Bell moved to approve Ordinance 22-784, housekeeping measure, to amend the 2022-23 Fiscal Year Budget to correct errors/typos in Section 2 and 3 of Ordinance 22-777 related to transfers from the General Fund, and Section 4 related to debt service interest on first reading, seconded by Vice Mayor Templet. (Vote 4 yea – 0 nay.). Motion carried. Ordinance 22-784 passed first reading.**

**13. First Reading on Ordinance 22-785**, to amend the 2022-23 Fiscal Year Budget for expenses related to the transfer of the Codes Enforcement Position from the Police Department to the Codes Department.

**Commissioner Bell moved to approve Ordinance 22-785, to amend the 2022-23 Fiscal Year Budget for expenses related to the transfer of the Codes Enforcement Position from the Police Department to the Codes Department on first reading, seconded by Commissioner Long. (Vote 4 yea – 0 nay.). Motion carried. Ordinance 22-785 passed first reading.**

**14. First Reading on Ordinance 22-786**, to amend the 2022-23 Fiscal Year Budget for expenses related to paving the Community Center Walking Trail and the expansion of the City Hall parking lot.

**Commissioner Bell moved to approve Ordinance 22-786, to amend the 2022-23 Fiscal Year Budget for expenses related to paving the Community Center Walking Trail and the expansion of the City Hall parking lot on first reading, seconded by Vice Mayor Templet. (Vote 4 yea – 0 nay.). Motion carried. Ordinance 22-786 passed first reading.**

15. **First Reading on Ordinance 22-787**, to amend the 2022-23 Fiscal Year Budget, to reflect the actual revenue and expenses related to stormwater project on West Bobby Court.

**Commissioner Bell moved to approve Ordinance 22-787, to amend the 2022-23 Fiscal Year Budget, to reflect the actual revenue and expenses related to stormwater project on West Bobby Court on first reading, seconded by Commissioner Long. (Vote 4 yea – 0 nay.). Motion carried. Ordinance 22-787 passed first reading.**

16. **Resolution 22-R-11** to amend the policies and procedures manual for the Millersville Community Center.

**Commissioner Bell moved to approve Resolution 22-R-11 to amend the policies and procedures manual for the Millersville Community Center, seconded by Vice Mayor Templet. (Vote 4 yea – 0 nay.). Motion carried.**

17. **Resolution 22-R-12** to amend City's on-call policy and procedures in regards to Public Works.

**Commissioner Bell moved to approve Resolution 22-R-12, to amend City's on-call policy and procedures in regards to Public Works, seconded by Vice Mayor Templet.**

Mr. Jerry Schrader advised the Commission there will now be a \$50 extra per week incentive for the on-call employee. Each Public Works employee will also receive an increase in pay in the amount of \$1.04/hr. He also stated that there are two public works employees that split the on-call rotation that runs from Thursday to Thursday. The other employees will be in rotation when fully trained

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

18. **Resolution 22-R-13** to declare certain City property as surplus.

**Commissioner Bell moved to approve Resolution 22-R-13 to declare certain City property as surplus, seconded by Vice Mayor Templet.**

Chief Brandon Head informed the Commission that the expired turnout gear has expired and can no longer be used for active first responder duties. It can only be used for training after expiration.

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

19. Approve the Finance Director job description.

**Commissioner Bell moved to approve the Finance Director job description, seconded by Commissioner Long. (Vote 4 yea – 0 nay.). Motion carried.**

20. Award the construction bid for West Bobby Court.

**Commissioner Bell moved to approve the construction bid for West Bobby Court to Longbranch Construction as they are the lowest and best bid, seconded by Vice Mayor Templet. (Vote 4 yea – 0 nay.). Motion carried.**

21. Discussion on purchase of Medium Duty Chassis for Public Works Vac Truck.

Mr. Avery informed the Commission that the City has enough money in the budget for the truck but the Commission will need to make a budget amendment for the outfit of the truck.

22. Mayor's appointments to the Millersville Beer Board and Towing Authority.

Mayor Gregory informed the Commission of the appointment of Milton Dorris to the Beer Board and the appointment of Deborah Chadwick to the Towing Authority.

**Commissioner Bell moved to approve the appointments to the Millersville Beer Board and Towing Authority as affirmed by the Mayor, seconded by Commissioner Long. (Vote 4 yea – 0 nay.). Motion carried.**

23. Citizen Comments.

There were no comments.

24. City Attorney Comments.

There were no comments.

25. City Manager Comments.

Mr. Avery advised the Commission that Mark Loy has been hired as the new Codes Enforcement officer and that he has started strong. He feels that he will do a great job. He also advised that Ms. Jamie Carr has been hired as the event coordinator for the Community Center. Prior to her start date, she has volunteered to put together the Halloween Event, Ghouls Night Out, to be held on October 28<sup>th</sup> from 6-9 p.m. at the Community Center. Finally, he stated that he will be attending the TN City Manager conference in Gatlinburg starting on Tuesday, October 25<sup>th</sup>.

26. Commissioner comments.

Commissioner Long inquired about monies that Governor Lee has appropriated for small cities. Mr. Avery advised that \$1 million has been allocated to Millersville for stormwater projects and that he is actively pursuing the process of receiving the monies.

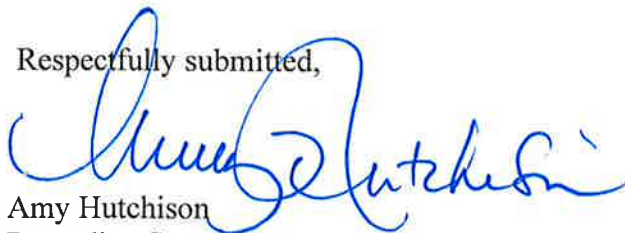
Mayor Gregory thanked Ms. Carr for volunteering for the Halloween festivities.

27. Adjournment.

**Commissioner Bell moved to adjourn, seconded by Commissioner Long. (Vote 4 yea– 0 nay.). Motion carried.**

**Meeting adjourned at 6:04 P.M.**

Respectfully submitted,



Amy Hutchison  
Recording Secretary

