

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

**Tuesday, May 15, 2018 at 5:30 P.M.**

The Millersville Board of Commissioners held their regular monthly meeting at City Hall on Tuesday, May 15, 2018 with the following board members present: Tim Lassiter, Mayor; Vice Mayor Keith Bell. Commissioners: Bonnie Coleman and Milton Dorris. Also present: Interim City Manager Holly Murphy; Amy Hutchison, Recorder Pro Tem. Absent: Commissioner David Gregory.

1. Call to Order.

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

2. Invocation and Pledge to the Flag.

Pastor Charles Anderson gave the invocation followed by the Pledge to the Flag of the United States led by Mayor Lassiter.

3. **Public Hearing on Ordinance 18-693**, rezone 2044 Wilson Lane, Robertson County Map 125, Parcel 226.00 from Residential R-1 and Commercial C-3 to Residential R-5 and Commercial C-3.

a.) Open Public Hearing.

Mayor Lassiter opened the Public Hearing on Ordinance 18-693. There were no comments.

b.) Close Public Hearing.

Mayor Lassiter closed the Public Hearing on Ordinance 18-693.

4. Approval of minutes from the April 17, 2018 Regular Commission Meeting.

**Commissioner Coleman made a motion to approve the minutes from the April 17, 2018 Regular Commission Meeting, seconded by Vice Mayor Bell. (Vote 4 yea – 0 nay.) Motion carried.**

5. Approval of the April 2018 Financial Reports.

**Commissioner Coleman made a motion to approve the April 2018 Financial Reports, seconded by Vice Mayor Bell. (Vote 4 yea – 0 nay.) Motion carried.**

6. Presentation of the 2016-17 Annual Financial Report by Karen Stephens, Blankenship CPA Group.

Ms. Karen Stephens gave an overview of the 2016-17 Annual Financial Report. She stated that the City's financial statements are always in good shape and that there were no findings in the Internal Control and Compliance Section. She commended the City on a job well done by the staff.

7. Acceptance of the 2016-17 Annual Financial Report.

**Commissioner Coleman made a motion to accept the 2016-17 Annual Financial Report, seconded by Vice Mayor Bell. (Vote 4 yea – 0 nay.) Motion passed.**

8. **Second Reading of Ordinance 18-693**, to rezone 2044 Wilson Lane, Robertson County Map 125, Parcel 226.00 from Residential R-1 and Commercial C-3 to Residential R-5 and Commercial C-3.

**Vice Mayor Keith Bell moved to approve Ordinance 18-693 on second reading, to rezone 2044 Wilson Lane, Robertson County Map 125, Parcel 226.00 from Residential R-1 and Commercial C-3 to Residential R-5 and Commercial C-3, seconded by Bonnie Coleman. (Vote 4 yea – 0 nay.) Motion carried. Ordinance 18-693 passed second and final reading**

9. **First Reading of Ordinance 18-694**, provide for the election of two City Commissioners on November, 6, 2018.

**Vice Mayor Bell moved to approve Ordinance 18-694, to provide for the election of two City Commissioners on November, 6, 2018 on first reading, seconded by Commissioner Coleman. (Vote 4 yea – 0 nay.) Motion carried. Ordinance 18-694 passed first reading.**

10. **First Reading of Ordinance 18-695**, amend the 2017-18 Fiscal Year Budget Ordinance 17-674 to provide for the purchase of equipment in the Fire Department and adjust the Debt Service related to the Fire Engine Loan.

**Vice Mayor Bell moved to approve Ordinance 18-695 on first reading, seconded by Commissioner Coleman.**

**After a brief discussion, Mayor Lassiter called for a vote. (Vote 4 yea – 0 nay.) Motion carried. Ordinance 18-695 passed first reading.**

11. **First Reading of Ordinance 18-696**, rezone 7541 Darby Road, Sumner County Map 118, Parcel 003.05, from Residential R-1 to R-3 and R-5.

**Vice Mayor Bell moved to approve Ordinance 18-696 on first reading, seconded by Commissioner Coleman. (Vote 4 yea – 0 nay.) Motion carried. Ordinance 18-696 passed first reading.**

12. Approval of Position and Job Description for a Building Inspector/Codes Official.

**Vice Mayor Bell moved to approve the position and job description for a Building Inspector/Codes Official, seconded by Commissioner Coleman. (Vote 4 yea – 0 nay.) Motion carried.**

13. Direction to Staff related to the procedure for taking Codes Complaints.

Discussion was held regarding the documentation of Codes complaints from Citizens and a policy/procedure for handling them as they come in to City Hall. All of the Commissioners agreed that every complaint needs to be documented. Michael Barr advised that he will look into specifying the policy and procedures within an administrative policy for the City and stated that the complaints could also be presented to Staff in monthly reports.

14. Citizen Comments.

Ginger Graves, Millersville Public Library, 1174 Louisville Highway, gave updates on the Millersville Public Library. She also gave a brief overview of the upcoming events that the Library will have over the summer months.

15. City Manager Comments.

Holly Murphy advised of the Budget Work Session that will be held on Monday, May 24, 2018 at 8:30 a.m. at City Hall.

16. Commissioner Comments.

Commissioner Dorris thanked the City for the fruit basket that was sent to him during his recent illness.

17. Adjournment.

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

**Meeting adjourned at 6:36 P.M.**

Respectfully Submitted,



Amy Hutchison  
Recorder Pro Tem

