

December 5, 2007

The Town Council of the Town of Signal Mountain held a special called meeting at the request of Interim Town Manager, Lynn Wampler, on Tuesday, December 5, at 6:30 at the Town Hall. Those present were:

Mayor Paul Hendricks
Vice-Mayor Hershel Dick
Council Member Annette Allen
Council Member Bill Lusk
Council Member Susan Robertson

Also present was: Interim Town Manager Lynn Wampler

Mayor Hendricks called the meeting to order. Mr. Wampler announced that Diana Campbell had turned in her keys that afternoon and that her last day would be Monday, December 10th. He stated that by failing to give the town a full 90-day transition period, she would become ineligible for a severance package of three months pay.

Mr. Wampler said he called the meeting to advise the Council of immediate needs he believed must be addressed as soon as possible: 1) establishing a capital projects fund, 2) repair of the MACC roof, 3) replacement of the Public Works Building roof (which is now beyond patching and leaking into the electric service) by purchasing a shell to place over the existing shell, 4) painting and re-lining three water towers, and 5) retro-fitting our fuel management system to make it more efficient and save the Town money, and 6) an emergency connection between Signal Mountain and WRUD.

He also provided the Council of a list actions "In Process": 1) a personnel policy manual and job descriptions, 2) replacing of two budgeted fire employees, 3) purchasing new police cars, 4) employee take-home vehicle policy, 4) automated garbage system, 5) advertising for Town Manager and Finance Director, 6) adding a budgeted water department employee, 6) staff evaluations.

Other priorities discussed were an accurate plan of services with reference to the annexation of Fox Run and Wind Tree. Also, Annette Allen requested Mr. Wampler get in touch with the TVA commercial planning adviser to study commercial needs in the Town.

Also discussed was the Personnel Committee's recommendation to a market adjustment to increase the Town's Building Official/Storm Water Manager's salary to accommodate his special skillset and credentials. The Council voted unanimously to approve their recommendation.

Mr. Wampler reported that Police Chief Boyd Veal has expressed interest in restructuring the Police Department. He said the Chief's ideas made good sense and should receive serious consideration.

Bill Lusk suggested the Council consider contracting Orange Grove to run the Recycle Center. They would provide the manpower along with workman's compensation and equipment—our current equipment is dangerous and in a sad state of repair. The Council agreed to consider OG's proposal if it could save the Town money and we could accommodate our current employees.

Mr. Wampler provided the town with three scenarios for the purchase of seven police cars and an automated garbage truck and cans. The Council decided that the second of the three seemed to be the best deal for the Town: a short-term note from the TML Bond Fund at a low fixed interest rate for a maximum of three years. In the future, Mr. Wampler stated, such purchases will be funded by the Capital Projects Fund he intends to establish so the Town can avoid borrowing or tapping into the general fund.

Mr. Wampler encouraged the Council to adopt a new bid gathering policy. Instead asking for general quotes from vendors, the new policy will issue "Requests for Proposals". This improvement will facilitate the town's decision-making process for purchases and services by allowing it to review quotes with identical specifications.

Mr. Wampler announced he and Sherry Morrison would be attending a Tax Freeze Seminar on December 11th. There are approximately 12 individuals in the community who would qualify for properties tax relief should the town adopt that policy. Mr. Wampler suggested we should wait for Hamilton County to adopt the policy first.