



**Town of Chapel Hill
Meeting Minutes
Board of Mayor & Alderman**

Monday, May 10, 2021

6:00 PM

Board Room

The Town of Chapel Hill Board of Mayor & Alderman met for their regular monthly meeting on Monday, May 10, 2021 at 6:00 p.m. at Chapel Hill Town Hall, 4650 Nashville Hwy, Chapel Hill, TN.

Members Present: Mayor Marion Joyce, Alderman Mike Faulkenberry, Alderman Dottie Morton, Alderman Brian Williams, Alderman Joe Sedlak.

Also present were Town Recorder/Treasurer Ruth Magallanes, and Attorney Todd Moore.

Mayor Marion Joyce called the meeting to order at 6:00 pm.

Ruth Magallanes called roll with all members being present.

1. Approval of the Agenda
 - a. Alderman Faulkenberry motioned to approve the agenda, seconded by Alderman Williams with all members voting aye.
2. Approval of the Minutes
 - a. Alderman Williams motioned to approve the minutes, seconded by Alderman Faulkenberry with all members voting aye.
3. Citizen Input:
 - a. Mr. Minor advised he has applied for one of the vacant alderman positions. He gave a short speech stating why he should be elected. The Mayor advised we will be advertising this and will be accepting applications from the public.
 - b. Alisa spoke to the Board regarding having fitness classes at the Community Center. Alisa stated she had been having classes at the Community Center since 2011. Classes were stopped last year due to COVID and she stated she wants to get classes started again. The Mayor advised her she needs to have a written agreement set up. Todd Moore advised to create an agreement and suggested we have it approved when we appoint a new Town Administrator.
 - c. A citizen (did not give name) discussed wanting financial assistance with the baseball/softball fields. He is asking for additional assistance in addition to what has already been approved. A request needs to be put in writing and presented to the Budget Committee.

4. Discussion of Town Administrator Selection Process
 - a. Chuck Downham from MTAS is assisting in the selection process.
 - b. The position has been advertised in-state.
 - c. There are currently 13 applicants.
 - d. If an applicant is not found from the current applications, we can advertise again.
 - e. MTAS will provide a formal evaluation of applicants and provide a list of names of those who meet requirements.
 - f. The Board will decide which applicants to interview.
 - g. Chuck recommended one hour per interview .
 - h. Discussed days to conduct interviews. It was suggested to do one or two interviews an evening.
 - i. There will be a meeting with Todd Moore to provide specific parameters once someone has been selected.
 - j. MTAS can provide a list of possible questions to ask during the interview.
 - k. The Board will meet May 14, 2021 at 6:00 pm to review the applications and decide which applicants to interview.
5. Discussion regarding hiring an Engineer for Storm Water Solution Estimates
 - a. Todd Moore advised we can ask for recommendations from other engineers but would need someone to write a scope.
 - b. Discussed asking Hethcoat Davis for proposal.
 - c. The engineer needs to review the comment forms from the citizens and give feedback.
 - d. We should have something by next month.
 - e. Alderman Faulkenberry made a motion to defer this until the next meeting.
 - f. A citizen spoke up and wanted to know why studies have not been done.
 - g. Discussed having an engineer look at the location in question before the next meeting and then bring a proposal to the meeting.
6. Communication from the Mayor – None
7. Reports – None
8. Old Business – None
9. New Business -
 - a. Ira Todd requested partial reimbursement of a new fence due to damage that was caused on his property. Mr. Todd is asking for \$10,000 reimbursement. The total invoice for repairs is \$23,365. Todd Moore advised we need to check with the contractor and see if they did the damage. Todd recommended we defer this until we have a new Town Administrator. A claim will need to be filed with the insurance company. The Mayor advised we should submit to insurance when the new Administrator starts. Todd Moore will write a letter for the new Administrator advising of the situation.

- b. Resolution 2021-12 To Approve Hiring and Contract for Treasurer/Recorder. Alderman Morton made a motion to approve and the motion was seconded by Alderman Faulkenberry. All voted Aye.
 - c. Resolution 2021-13 Police Department Server. Alderman Faulkenberry made a motion to approve and the motion was seconded by Alderman Sedlak. Ruth Magallanes called role for a vote. All voted Aye.
 - d. Resolution 2021-14 Authorize Purchase of WatchGuard 4RE Camera System for Police Department. Alderman Williams made a motion to approve and the motion was seconded by Alderman Sedlak. Ruth Magallanes called role for a vote. All voted Aye.
10. Other Business -
- a. There was a moment of silence for Alderman Horace Hill.
 - b. Alderman Morton made a nomination for Alderman Faulkenberry to be elected as new Mayor. There were no other nominations. Motion was made to elect Alderman Faulkenberry by Alderman Morton and motion was seconded by Alderman Williams. All voted Aye. The meeting was turned over to Mayor Faulkenberry.
 - c. Todd Moore discussed previous Town Planner and concerns over what has been done on some current plats. This will be discussed in the next few months.
 - d. Mayor Faulkenberry will need someone to fill in for him on the Planning Commission since he has been elected Mayor.
 - e. Alderman Morton made a motion to appoint Vice Mayor Joyce to be the Board's representative on the Planning Commission to replace Mayor Faulkenberry. The motion was seconded by Alderman Sedlak. All voted Aye.
11. Adjournment
- a. Alderman Morton made a motion to Adjourn and the motion was seconded by Vice Mayor Joyce.


Mayor


Attest: Town Recorder