



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

Monday, August 9, 2021

6:00 PM

Board Room

The Town of Chapel Hill Board of Mayor & Alderman met for their regular monthly meeting on Monday, August 9, 2021 at 6:00 p.m. at Chapel Hill Town Hall, 4650 Nashville Hwy, Chapel Hill, TN.

Members Present: Mayor Mike Faulkenberry, Vice-Mayor Marion Joyce, Alderman Dottie Morton, Alderman Brian Williams, Alderman Joe Sedlak, and Alderman Jonathan Gilbert. Alderman Dale Brown was absent.

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

Mayor Mike Faulkenberry called the meeting to order at 6:00 pm.

Ruth Magallanes called roll with all members being present, with the exception of Dale Brown.

1. Approval of the Agenda
 - a. Alderman Morton motioned to approve the agenda, seconded by Vice Mayor Joyce with all members voting aye.
2. Approval of the Minutes
 - a. Vice Mayor Joyce motioned to approve the minutes, seconded by Alderman Sedlak with all members voting aye.
3. Citizen Input:
 - a. Marie Cook discussed the property across from her residence and stated we need to do something about having this property not being properly maintained. Ms. Cook stated she is concerned someone cannot see around the curve and this could cause an accident. Mayor Faulkenberry stated we need to do something about this and Alderman Sedlak stated we should work with TDOT and if there is a line of sight issue, we should be able to clear the obstruction. Mayor Faulkenberry will follow up with Amanda about following up with the property owner.
 - b. Marie Cook also discussed the walking track being removed at City Park and concern over the possibility of flooding in that area.

- c. Debbie Pressnell, a resident new to the town, wants to know if the town can do something to show that we have pride in our town such as a mural coming into town. Alderman Williams said the Forrest High students could possibly do a mural. Mayor Faulkenberry will work with Codes on this. Alderman Morton invited Ms. Pressnell to join the Events Committee.
4. Communication from the Mayor:
 - a. Vice Mayor Joyce let everyone know of an event at the Forrest boyhood home on September 16th at 4:00. This is not open to the public but if anyone from the town wants to go they are welcome to go.
 - b. Discussed construction coming up.
 - c. Discussed Covid and the need to be careful. As of now, we plan to keep everything open.
 - d. Fire Chief Stout discussed letter from ISO regarding a recent evaluation. Effective October 1st, the public protection class will improve. Residents can contact their insurance company to see if this helps with insurance rates.
 - e. Amanda mentioned we have had several employees leave recently and she wants everyone to know she appreciates everyone and what they are doing.
5. Reports from Staff
 - a. The financial report for June is in the BOMA packet. Ruth advised the numbers are still being worked on. We are still on a spending freeze until the new budget is approved.
 - b. Discussed funds possibly coming from various agencies and the State regarding water and sewer plant. We could see some funds by October.
 - c. Amanda discussed meeting with JR Wauford and advised in two to five weeks they should start geotechnical testing.
 - d. The last fiscal year is still being closed out. We are working with MTAS to get this finalized.
 - e. Todd Moore asked if we had anything from the State with a timeline stating when we need to have the budget finalized. Ruth advised we do not have a set date and until the new budget is approved, we need to follow the budget from last year.
 - f. Amanda discussed meetings with local developers.
 - g. Discussed trying to rebuild our Water/Sewer department since we have had several individuals leave recently.

6. Old Business

- a. Alderman Williams asked where we are with the old Town Hall building. The plan is still to have a library/archives there.
- b. Discussed broken windows at the old building. Amanda has a quote from Rambo Glass to replace the broken windows at the old building as well as replacing a window at the new Town Hall location.
- c. There are still records to go through at the old building. Ruth advised we need to get in the old building and go through things and determine what we need to keep. There are State guidelines as to how long we need to keep records. Discussed a need to digitize all the old records. Mayor Faulkenberry will follow up with Amanda and Ruth to come up with a solution on the old records.
- d. Amanda advised there are security cameras at the old building.

7. New Business

- a. It was decided to put the discussion of Entry into Interlocal Agreement with Marshall County on hold for this meeting.
- b. Amanda discussed each position on a proposed organizational chart. Town Treasurer/Recorder position needs to be added to the chart, per Mayor Faulkenberry. Vice Mayor Joyce made a motion to approve the organization chart. The motion was seconded by Alderman Gilbert. Motion was approved with all members voting aye on the condition the change was made as discussed for Town Treasurer/Recorder being added to the chart and also on condition of budget being approved.
- c. The Utilities Board was discussed. This Board has not met for quite some time. Discussed a need to bring it back. We will discuss this on a future agenda.

8. Adjournment

- a. Alderman Morton made a motion to adjourn. Alderman Williams seconded the motion and the meeting was adjourned.

Mayor

Attest: Town Recorder