

Minutes from the Commission Meeting held on

December 12, 2011

The Mayor and Board of Commissioners of the Town of Englewood, Tennessee met for a Public Hearing on December 12, 2011 at 5:30 P.M. in the Municipal Building followed in regular session at 6:00 P.M.

ROLL CALL

Mayor Raymond Roach called the meeting to order with commissioners Gene Coleman, Terry Hanner, Neil Moses and Amos Brock present.

A moment of silence was observed due to the passing of Brett Powers who was the Water Plant Operator.

INVOCATION

Invocation was given by Coleman.

OLD BUSINESS

ORDINANCE NO. 12-12-11-65

Motion was made by Brock, seconded by Hanner to pass on final reading Ordinance # 12-12-11-65; an ordinance to amend the Official Zoning Map with updates and corrections. All Ayes

NEW BUSINESS:

NOVEMBER 2011 MINUTES

Motion was made by Hanner, seconded by Moses to approve the November 2011 Minutes. All Ayes

NOVEMBER 2011 FINANCIAL REPORT AND CLOSING THE WATER AND SEWER REVENUE FUND CHECKING ACCOUNT

Town Manager Robert Cass addressed the board concerning the November 2011 Financial Report. Cass further addressed the Board about having two checking accounts for the Water Fund. The Board then agreed to close the Water and Sewer Revenue account and only use the Water and Sewer Fund Operations and Maintenance Checking Account .

SELECT ARCHITECT FOR THE NEW BUILDING

After discussion of the RFP's The Board Tabled this business and will hold a work

session on December 19, 2011 at 6:00 P.M. in the Municipal Building to review the proposals.

WATER RATES

Discussion was then made concerning the June 2011 Fiscal Year Audit report which recorded the Water and Sewer Revenue Fund losing approximately \$118,000 due to depreciation. The Board then discussed possibly increasing water rates to compensate for the loss since the State of Tennessee has the authority to instruct the Board to increase the rates as they deem necessary.

DITCH ON MANILLA

Cass then addressed the Board concerning a ditch that runs on the right and left side of Manilla which needs to be repaired due to drainage issues. Coleman then said to do what was necessary to fix the problem. The Board then said if the town's maintenance crew could do the job, then allow them to do it.

ROOF AT WATER PLANT

Roach then said that the water plant needs a new roof and they could discuss this at the work session on December 19, 2011.

FIRE DEPARTMENT REPORT

No report.

POLICE DEPARTMENT REPORT

Cass read the November 2011 Police Department report.

UTILITY PAYMENT DATES

Coleman then addressed the Board concerning changing the utility bill due dates from the 10th to the 15th and the last day to pay from the 20th to the 25th since the Postal Services will be changed from Chattanooga to Atlanta and there will be an extended turn around on when the customers will receive the bills. City Recorder Sondra Denton then said this would have to be voted on by ordinance. **Motion** was then made by Coleman, seconded by Hanner to change the dates. All Ayes. Brock then said to send a letter to the Regional Director and request the mail sent from the Town of Englewood to Englewood citizens not be sent to Atlanta and see if they will adhere to the request.

Brett powers funeral arrangements

Cass then stated the funeral services for Brett Powers will be on Wednesday December 14th from 5:00-7:00 P.M. with the interment being on Thursday December 15th at 11:00 A.M. He further stated that City Hall will close long enough to attend the interment

service.

Christmas dinner

Cass stated that City Hall will close at 12:00 P.M. on December 23rd to attend the annual Christmas Dinner and will re-open on December 27th.

ADJOURNMENT

Motion was made by Coleman, seconded by Hanner to adjourn the meeting. All Ayes.

Raymond Roach
Mayor

Sondra Denton
Recorder