

**CITY OF NIOTA
MINUTES
Regular Meeting of the Mayor and Board of Commissioners
December 12, 2022**

Date of Approval: JAN 10, 2023

Approved by Commissioners: WATKINS and DILBECK

Call to Order: A meeting of the City of Niota Board of Commissioners and Mayor was held in the Niota City Municipal Building, Niota, Tennessee, on December 12, 2022. The meeting convened at 6:00 P.M., Mayor Preece presiding, Jeannie Anderson as City Recorder.

Public Hearing: Zoning Ordinances –

- Agricultural districts are to have no industrial animal farming such as commercial chicken houses or slaughter houses.
- Agricultural tourism includes recreational, entertainment, or educational events and activities that allows the public to view and enjoy rural activities such as farming, ranching and such.
- Plan Unit Development may include apartments, resorts, shopping centers and medical centers.

Members in attendance: Commissioner’s Baker, Brakebill, Dilbeck and Watkins were present.

Invocation: Commissioner Baker

Pledge of Allegiance: Patty Manney

Reading of the Regular Minutes:

Commissioner Baker made a motion to approve the minutes from the meeting held on November 14, 2022 as read. Commissioner Watkins, seconded the motion. All voted aye, motion passed.

Reports from the Commissioners, Members of the Governing Body and Other Officers:

Depot Committee – No report at this time.

Reports from Members of the Governing Body:

Finance report: Jeannie Anderson gave the budget report that we are now 41.67% into the 2022-23 budget year and all is going well.

Commissioner Baker made a motion to accept the Finance reports as read, Commissioner Dilbeck seconded, all voted aye, motion passed.

Police report: Mayor Preece gave the Police report stats for:

November: 9 arrests, 23 traffic stops, 17 traffic citations, 10 medical calls, 75 dispatched calls.
A total of \$1386.25 was paid in citations for the month.

Fire Department report: Assistant Chief Slack reported that for the month of November there were 3 structure fires, 2 vehicle fires, 4 medical assists, 3 accidents with injuries, 4 trash-rubbish fires and 7 misc. calls. The fire engine has had repair work done in Nov. The Fire Department gave out food, clothes and toys for 18 families, 37 children.

Sewer Department report: No violations or overflows, all is going well.

Street Department report:

Commissioner Brakebill reported that the Street Dept has been cleaning out main ditches and tiles throughout the town. The salt truck is ready to go for the winter weather.

Water Department report: Commissioner Dilbeck reported that they are still struggling to get meters in from the manufacturer. Cut offs are being done 5 days after the due date. Fire hydrants are being repaired and painted starting in the city then going into the county. Commissioner Dilbeck stated that they are in need of installing 4 air valves in the water system each costing \$700.

Commissioner Dilbeck made a motion to approve the water departments purchasing 4 air valves to be installed at \$700 per valve, Commissioner Watkins seconded the motion, all voted aye, motion passed.

OLD BUSINESS:

- a. **2nd reading of Ordinance 22-43 on Agricultural Zoning:** Discussion was held in the Public Hearing prior to the meeting.

Mayor made a motion to have the 2nd Reading on Ordinance 22-43 on Agricultural Zoning approved, Commissioner Dilbeck seconded the motion, all voted aye, motion approved.

- b. **City Stage:** The stage is at approximately 75% complete and all is going well.

- c. **Tree trimming in the park:** Bids are being received with the lowest so far being \$1500 from Hall's Tree Service.

Commissioner Brakebill made the motion not to spend over \$1500 on tree trimming in the park, Commissioner Watkins seconded, all voted aye, motion approved.

NEW BUSINESS:

- a. **Administering the Oath of Office for the Mayor - Lois Preece**
- b. **Administering the Oath of Office for the Vice Mayor - David Dilbeck**
- c. **Resignations of Commissioners Allen Watkins and Todd Baker**
- d. **Administering the Oath of Office for Commissioners Tony Manney and Mark Ward**
- e. **Election of Planning Commissioner:**

Mayor made a motion to elect David Dilbeck as the new Planning Commissioner, Commissioner Manney seconded the motion, all voted aye, motion approved.

- f. **Establishing the new signer for the City bank accounts:**

Mayor made a motion to establish David Dilbeck as the new signer for the City bank accounts, Commissioner Brakebill seconded the motion, all voted aye, motion approved.

- g. **1st reading of Ordinance 22-44:** 1st reading on Zoning Ordinance 22-44 on Planned Unit Developments within the City.

Commissioner Brakebill made a motion to accept the Ordinance 22-44 on Planned Unit Developments within the City, Commissioner Manney seconded the motion, all voted aye, motion approved.

- h. **1st reading of Ordinance 22-45:** 1st reading on Ordinance 22-45 on the Codification of the Niota Municipal Code book.
Mayor made the motion to accept the 1st reading of Ordinance 22-45 on the Codification of the Niota Municipal Code book, Commissioner Ward seconded the motion, all voted aye, motion approved.
- i. **THDA Grant Resolution:** THDA Grant Resolution on Policies and Procedures for approval and acceptance of the THDA Grant. Must be done as a roll call vote.
Commissioner Brakebill, yes, Commissioner Dilbeck, yes, Commissioner Manney, yes, Commissioner Ward, yes. Resolution approved unanimously.
- j. **Open Records Policy:** Regular bi-annual renewal of the City's Open Records Policy.
Commissioner Manney made a motion to approve the renewal of the City's Open Records Policy, Commissioner Brakebill seconded the motion, all voted aye, motion approved.
- k. **Water Dept:** Received bids on roof repairs for the warehouse located at 601 W. Main Street. Lowest bid received was from Daniel Moses for \$999.00
Commissioner Dilbeck made the motion to approve the bid for repairing the warehouse roof located at 601 W. Main St, Niota for the amount of \$999.00. Commissioner Brakebill seconded the motion, all voted aye, motion passed.
- l. **Water Dept:** Resignation of water clerk, Jeanette Brown received November 16, 2022 with 2 week notice.
Commissioner Dilbeck made a motion to approve the resignation of water clerk, Jeanette Brown, received November 16, 2022 with 2 week notice, Commissioner Brakebill seconded the motion, all voted aye, motion approved.
- m. **Water Dept: Hiring of Linda Ward – Full time:** Commissioner Dilbeck made the request to approve the hiring of Linda Ward from a part-time, fill in position, for Jeanette Brown, to full time water dept. clerk.
Commissioner Dilbeck made the motion to approve the hiring of Linda Ward from a part-time, fill in position, to replace Jeanette Brown, as a full time water dept. clerk. Commissioner Manney seconded the motion, all voted aye, motion approved. Commissioner Ward abstained from the vote.
- n. **Christmas Bonus Checks for Employees:** Request for approval on the employee's Christmas bonus checks of \$200 for full time and \$100 for part time employees.
Commissioner Brakebill made a motion for approval of the employee Christmas bonus checks in the amount of \$200 for full time and \$100 for part time. Commissioner Manney seconded the motion, all voted aye, motion approved.

ANNOUNCEMENTS:

- a. Next Board Meeting – 6:00p.m. – January 9, 2023
- b. December 17, 2022 – Christmas parade and Commemorative Tree Lighting
- c. December 23, December 26 and January 2, Cit Hall and Niota Water Works will be closed for the Holidays.
- d. January 11, 2023 – City Hall and Niota Water Works will be closed to the public for computer software updating and training.

Adjournment:

Commissioner Dilbeck made a motion to adjourn the meeting. Seconded by Commissioner Manney, all voted aye, meeting adjourned.

CITY RECORDER

MAYOR