

**MINUTES**  
**MARTIN BOARD OF MAYOR AND ALDERMEN**  
**JULY 14, 2008 5:15 PM CITY HALL CHAMBERS**

BE IT REMEMBERED the Regular Meeting of the Board of Mayor and Aldermen for the City of Martin, Tennessee, was held Monday, July 14, 2008, at 5:15 pm in the City Hall Chambers, when the following was held to wit:

MEMBERS PRESENT: HONORABLE RANDY BRUNDIGE, MAYOR  
HONORABLE DANNY NANNEY, ALDERMAN WARD I  
HONORABLE BILL HARRISON, ALDERMAN WARD I  
HONORABLE DAVID BELOTE, ALDERMAN WARD II  
HONORABLE JOHNNY TUCK, ALDERMAN WARD II  
HONORABLE TERRY HANKINS, ALDERMAN WARD III  
HONORABLE RANDY EDWARDS, ALDERMAN WARD III

MEMBERS ABSENT: NONE

Also present: City Recorder Chris Mathis, Police Chief David Moore, Fire Chief Russell Schwahn, Weldon Public Library Director Roberta Peacock, Public Works Director Billy Wagster, Human Resources Clerk Celeste Taylor, Community Development Director Kimberly Craddock, Parks & Recreation Representatives Ms. Kim Kirby and Mr. Brian Moore, Weakley County Chamber of Commerce Director Barbara Virgin, Mr. David Sudberry, Mr. Tim Moore, Mr. Marvin Flatt, Dr. Elaine Harriss, Ms. Shelia Sharpe, Mr. Dennis Suiter, Ms. Janet Beale, Mr. Rusty Edwards, Mr. Dennis Suiter, Parks and Recreation Technical Assistance Service (PARTAS) Manager Gerald Parrish, and members of the Press.

**CALL TO ORDER AND INVOCATION**

Mayor Brundige called the July 14<sup>th</sup> Regular Meeting of the City of Martin Board of Mayor and Aldermen to order. Alderman Belote gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Brundige led the group in the Pledge of Allegiance to our flag.

**APPROVAL OF MINUTES JUNE 09, 2008, REGULAR MEETING**  
**JUNE 30, 2008, SPECIAL CALLED MEETING**

Mayor Brundige introduced and presented for consideration the June 09, 2008 regular meeting and June 30, 2008 special called meeting minutes for approval as written.

Alderman Nanney made the motion to approve the June 09, 2008 regular meeting and June 30, 2008 special called meeting as written, seconded by Alderman Tuck.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL

## **DEPARTMENT HEAD REPORTS**

### **FIRE DEPARTMENT**

### **CHIEF RUSSELL SCHWAHN**

Chief Schwahn asked if anyone had any questions concerning his monthly reports. Copies are attached to the minutes. No questions were asked.

Alderman Hankins asked how are the rural fire collections coming in?

Recorder Mathis stated the volume of rural fire collections are up.

### **POLICE DEPARTMENT**

### **CHIEF DAVID MOORE**

Chief Moore asked if anyone had any questions concerning the police department's monthly reports and the annual report of serious crimes and high volume calls. No questions were asked. Copies are attached to the minutes.

I want to codify the City of Martin Beer Ordinance. I am working with MTAS to incorporate the amendments and the original ordinance into one document. When this is finished I will bring it back for approval.

### **PUBLIC WORKS**

### **DIRECTOR BILLY WAGSTER**

Director Wagster asked if anyone had any questions concerning the Public Works' monthly report. No questions were asked. Copies are attached to the minutes.

Our paving program is about three-fourths complete. We like the small parking lot in front of the fire department, Kennedy Drive and a few places we are going to patch. We plan to patch a couple of bridge approaches and areas on Hyndsver Road. The downtown area construction, the south end of S. Lindell Street, is basically finished. Searcy Construction has their paving contractor working on all the cuts and will hopefully get them filled. Then we can open the street. Downtown S. Lindell Street will be a little rough. TDOT will be in to do some core drilling in preparation for blacktopping the downtown area which will let them know how much they will need to cut the street or build it up in comparison to the driveways that are already in.

### **MARTIN ECONOMIC DEVELOPMENT**

### **KIMBERLY CRADDOCK**

Director Craddock explained Freshmen Welcome Week preparations are in full swing. My intern and I have worked on letters to Martin and area businesses and have had great response.

I have also been working with Lance from Kenlan Development, Memphis, Tennessee, and hopefully we will get a contract for the development of the land across from Wal-Mart.

**WEAKLEY COUNTY CHAMBER**

**DIRECTOR BARBARA VIRGIN**

Director Virgin announced on June 19<sup>th</sup> Weakley County was certified for the Governor's Three-Star Program. This has saved the communities of Weakley County \$866,000.00 this year and as of now we are working on a quarter of a million dollar savings. The Three Star Program is working in Weakley County. The Governor's Three-Star Program presentation of certification ceremony will be Monday, September 15<sup>th</sup>. I do appreciate and want to thank you for your corporation and participation.

**C. E. WELDON PUBLIC LIBRARY**

**DIRECTOR ROBERTA PEACOCK**

Director Peacock asked if anyone had any questions concerning the Library's monthly reports. No questions were asked. A copy of the report is attached to the minutes.

Ram-Jack started the renovation of the library today. They immediately ran into several problems caused by items buried in the ground that were not removed during original construction but will have to be removed now. They found window wells, which will be removed then bricked and sealed. Half of the old ramp was still in the ground and will have to be removed. This has slowed the project but it will get done.

Alderman Hankins asked if the heating and air unit would have to be moved or turned off?

Director Peacock stated as far as I know it will not be moved they are going to try to go around it.

Alderman Belote asked are you having any traffic flow issues?

Director Peacock stated not yet but most people come in the back entrance.

**HUMAN RESOURCE**

**DIRECTOR CELESTE TAYLOR**

Director Taylor asked if anyone had any questions. No questions were asked.

**PARKS AND RECREATION**

**REPRESENTATIVES MS. KIM KIRBY  
& MR. BRIAN MOORE**

Parks and Recreation Representative Mr. Moore explained Parks and Recreation hosted Surf's Up Beach Party Friday night and it was a huge success. 400 to 500 participants were on hand for the fun.

The Cal Ripkin World Series plans are going well. We locked in the final host families today.

## OLD BUSINESS

### **SECOND AND FINAL READING AND PUBLIC HEARING OF ORDINANCE O2008-02: AN ORDINANCE TO AMEND THE MUNICIPAL ZONING ORDINANCE AND MAP FOR MARTIN, TENNESSEE, BY REZONING A TRACT OF LAND LOCATED AT 235 UNIVERSITY STREET FROM R-2 (MEDIUM DENSITY RESIDENTIAL) TO R-4 RESIDENTIAL-PROFESSIONAL). TABLED AT THE MAY 12, 2008 MEETING, APPROVED FIRST READING JUNE 9, 2008.**

Mayor Brundige introduced and presented for consideration the second and final reading of Ordinance O2008-02: An ordinance to amend the Municipal Zoning Ordinance and Map for Martin, Tennessee, by rezoning a tract of land located at 235 University Street from R-2 (Medium Density Residential) to R-4 (Residential-Professional). This ordinance was tabled at May 12, 2008 meeting, approved first reading at the June 9, 2008 meeting. This is the Public Hearing.

Recorder Mathis read Ordinance O2008-02. Copies were provided to any interested persons and to members of the press. A copy of Ordinance O2008-02 follows:

#### **ORDINANCE O2008-02**

### **AN ORDINANCE TO AMEND THE MUNICIPAL ZONING ORDINANCE AND MAP FOR MARTIN, TENNESSEE, BY REZONING A TRACT OF LAND LOCATED AT 235 UNIVERSITY STREET FROM R-2 (MEDIUM DENSITY RESIDENTIAL) TO R-4 (RESIDENTIAL-PROFESSIONAL).**

**WHEREAS**, pursuant to *Tennessee Code Annotated*, Section 13-7-201 through 13-7-211, the City of Martin has adopted a Municipal Zoning Ordinance; and

**WHEREAS**, in accordance with *Tennessee Code Annotated* Sections 13-7-203 and 13-7-204, the Martin Municipal-Regional Planning Commission has recommended the following amendment to the Municipal Zoning Ordinance and Municipal Zoning Map relative to the rezoning of territory; and

**WHEREAS**, the Martin Mayor and Board of Aldermen has deemed such a rezoning of this territory from R-2 (Medium Density Residential) to R-4 (Residential-Professional) to be necessary for the welfare of the residents and property owners thereof this City as a whole; and

**WHEREAS**, the Martin Board of Mayor and Aldermen has held a public hearing pursuant to *Tennessee Code Annotated* Section 13-7-203 for the purpose of receiving public comment.

### **NOW, THEREFORE, BE IT ORDAINED BY THE MARTIN MAYOR AND BOARD OF ALDERMEN:**

**Section 1.** That the Municipal Zoning Map and Zoning Ordinance for Martin Tennessee be amended by rezoning from R-2 (Medium Density Residential) to R-4 (Residential-Professional) the following tract of land located at 235 University Street and further described as:

Weakley County Tax Map 73L, Group G, Parcel 02600.

**Section 2. BE IT FURTHER ORDAINED** that this Ordinance shall become effective immediately upon its passage, after second and final reading, **THE PUBLIC WELFARE REQUIRING IT.**

\_\_\_\_\_  
June 09, 2008  
Date Passed First Reading

\_\_\_\_\_  
Date Passed Second Reading

\_\_\_\_\_  
Date of Public Hearing

ATTESTED:  
\_\_\_\_\_  
Chris Mathis, City Recorder

APPROVED:  
\_\_\_\_\_  
Randy Brundige

**PUBLIC HEARING:**

Mayor Brundige opened the Public Hearing of Ordinance O2008-02 by asking if anyone would like to speak for or against the ordinance.

Dr. Elaine Harriss spoke, "Thank you. My name is Elaine Harriss. I live at 205 University Street and I own property at both 205 and 215 University Street. I am against the rezoning of 235 University Street from R-2 to R-4 and I urge the board to vote against the proposal to rezone. My reasons are as follows: An R-4 zoning allows a professional business on the property. The property in question is a residence with a business on one side and an owner occupied home on the other. We hear the argument that there is already a business on one side so what difference does it make. What is the problem? Lets not forget however there is a home on the other side. An equally valued argument if you look at this argument fairly each cancels the other out. Lets look at historic precedence. How long has the property in question been a residence? It was built in 1905 so it has a 102-year history. How long has the neighboring property been a business? Many of you all will ask why I am making this statement when I had a business in my home for a time. Yes, I had a home-occupied business. I taught music in my home. Let's be very clear that any home-occupied business is a far far different animal than what is in question tonight. My home was always a home first. My business occupied a very small fraction of my home. There was no sign in my front yard. Those who worked in it was just me. The regulations for a home-occupied business are very clear as to how many can work there and such a home-occupied business status is temporary. So, the requirements on a home-occupied business are very very tight the change being asked for tonight is far far different from that. When one buys a home the neighborhood is an influencing factor. The current University Street homeowners bought in an R-2 Zone and expect it to stay that. We don't want another building in our area that is only occupied from eight to five. We don't want parking lots on the street's property in the front or behind or where else. This leads to my final reason for not changing and that is esthetics. I think University Street is lovely and a pleasure to walk or to drive. I will continue to do my part to keep it that way. I think it adds to the beauty of Martin and increases the visual value of the city much as those wonderful downtown improvements increased the pleasure of those who visit downtown. All this encourages the people to avail themselves of what Martin has to offer. People make judgments quickly by what they see. Not the wisest thing to do but that is how people make judgments. The old adage regarding first impressions holds true whether it's a city, a person, or an idea. You have only one chance to make a good first impression. In summary I asks that you uphold the status quo in the best interest of the City of Martin. My

statements tonight are made with regards to the principle of rezoning property on a residential part of University Street. That is the question before us tonight. Please realize that my comments do not reflect in any way on those who are asking for the rezoning. Thank you very much.”

Mayor Brundige responded thank you Ms. Harriss. Would anyone else like to speak?

(A handout of information from Mr. Marvin Flatt opposing the rezoning was given to the aldermen prior to the meeting. A copy is attached to the minutes.)

Mr. Marvin Flatt spoke, “Gentlemen, it is quite humbling for me to stand before you. I distaste even doing things like this or having to come before you. I am kind of like some of our neighbors now days you want to do your own thing and mind your own business and you don’t think about it until it winds up in your own backyard, when change arrives. When I first bought that house I knew that my next-door neighbor would be there forever or so I thought and knowing that she had fought continuously for that to remain as a residential area, you know I would have bet my last dollar that this issue would have never been before this group but tonight it is. And, I hope to just share a few things and I have given you things. I have not had a chance to talk with all of you individually but again sometimes that’s, you have to swallow real hard to do that. And, especially when you are talking about something that could greatly affect you. I feel like it is important that you know that while the individual who has had that property and has fought to keep it that way and has talked with you and I understand probably sent you a two or three page, that, letter in the last week. If you didn’t notice she is an English professor because she has got a lot of words to carry forth. But, seriously she has always felt good about what she had and so forth. And, when she tried to put it on the market to sell she thought extremely highly of it. So much so that I would have been happy to have sold my house along with it for what she was asking for it. She has consistently even though she might not have said it, there have been offers on that house and good ones. And it is my understanding even as late as this spring a family gave her an offer on it. And, when they did the house and home inspection they found a couple of issues and basically her reply not only on this occasion but on others was that she would let it rot down to the foundation before, it was, she did it, fixed it. So, I don’t think that the issue is whether or not she could sell it and whether or not she could not have already sold it but the issue to me is keeping that as a community. You gentlemen are on this board because you have got common sense and some of the common sense things that I am recollecting are, you know, if you look around the City of Martin and you are doing a great job with the downtown area there is plenty of industrial or commercial lots available all over the city. Why would you want to allow a business to move into a residential area and locate on a smaller lot than they currently have? Why would you want to do that? Common sense says that is not the thing to do not in a residential neighborhood when there are adequate properties that need to be developed in this city. Is it going to provide an economical boom to the city? No, it is not going to change one thing. You are just swapping one piece of property for another. I don’t even see whether it would change the tax base or not, cause you are just changing locations. What would it do though? It would disrupt a residential area with additional traffic. And, I have heard the comment before and I have heard it ever since I have been in Martin, Tennessee, since 1971 on and off. I was in Nashville for a few years but it has been basically my home since then. And I have heard that street was always going to be University, well you the planners say it is going to be commercial. The whole street is well, it hasn’t changed yet and I suggest that it probably won’t be an extremely amount of different unless our economies and the economy of this area suddenly takes off in our lifetime will we see that lined with businesses. It is a good time to step back and take a look at what is best for the city and plan residential ...

buffer zones. It makes good sense because the people that drive down that street that's the first impression that they get of Martin, Tennessee and the University that they hope to entrust their children's lives for four years. And when we see people like that that appreciate that and I guess that something kind of hung there with me for I have stuck around ever since myself. That might be good or might be bad. Depends on who you ask. The point I am trying to make is lets just look at what is best for the city. This issue makes no difference one way or the other to the majority of the people. It makes no difference as far as economics to the city. One thing in that resolution that says public welfare requiring it I think you need to change that if you are going to pass things like this because the public welfare is not requiring this. This is just something that somebody wants to do. It will make somebody else a little money and that's it but it is not going to be for the residents of University Street. I certainly would appreciate your consideration in voting against this. Lets keep something and let's try to start developing that street even more. Be nice to have a few more residents on it too. Thank you."

Mayor Brundige expressed thanks and asked if anyone else wanted to speak.

Mr. Tim Moore spoke, "Appreciate the chance to speak to you guys once again. You know, when Leslie and I first started looking at this we obviously had no intentions, being citizens of Martin as long as we have, of disrupting, you know, University Street or disrupting the neighborhood in any kind of way. I know everyone that has spoken tonight and I respect them greatly. University Street as much as we want to keep it the way it is, you know, in the years I have been back it has already made a major transformation. The majority of the residential properties are rental properties on that street now and are not owner occupied. That property, of coarse, from an increase of traffic when we put our office in there I don't believe based on my discussion with the state planner that you could discern any detectable difference at all in traffic flow. We will be gone in the evenings, you know we are basically and eight to five occupant of that property as the one where we are now but occasionally we do have to come in due to, you know, customer needs and work flow and come in and work. So, as far as the appearance and the impression of the property, you know, we have no intention of changing that house. You know, we might trim a bush down or two in the front that is kind of overgrown a little bit but as far as that home looking like a beautiful 100 year old home we would not change that. Now, that is the thing that attracted Leslie and I to it, you know, in the beginning. I think I have shared most of my points and concerns and desires as far as moving into that property and as Marvin said we respect any decision you guys make tonight. So, we all still have to live together and be good neighbors and I fully intend on doing that, you know, regardless of the outcome. So, thank you."

Mayor Brundige expressed his thanks and asked if anyone else wanted to speak.

Alderman Tuck spoke, "Mayor can I say something? I have been very much for the changing of the property because I felt like it would be a help to the city in putting business down there but after I have talked to a lot of the people up and down there and I have talked to most of them. The ones that have told me they really didn't want to get involved, I think did want to get involved they just didn't want to say they wanted to get involved. So, I would like, right now, to express that I have gone against them for this every time and I wanted everybody to know why I will not vote for it this time."

Alderman Nanney asked Mr. Moore, what kind of changes do you plan to make in the landscaping?

Mr. Moore answered I plan to make some changes by planting shrubs in the front of the building to hide a parking lot that will be constructed for client parking. The employees will all park in the rear. I have no plans to enlarge the driveway with the exception of extending it into the rear yard. We want all of our clients to enter through the front door.

Mayor Brundige asked would anyone else like to speak if not I will close the Public Hearing. No one spoke.

**PUBLIC HEARING CLOSED**

Alderman Harrison made the motion to approve the second and final reading of Ordinance O2008-02: An ordinance to amend the Municipal Zoning Ordinance and Map for Martin, Tennessee, by rezoning a tract of land located at 235 University Street from R-2 (Medium Density Residential) to R-4 (Residential-Professional), seconded by Alderman Edwards.

Alderman Hankins stated with respect to each of you that have spoken I have weighted both sides of the issue and I feel if we do not rezone this property it will just go down. I think Mr. Moore will keep this property up.

Alderman Harrison stated we have just spent a lot of money in the downtown area trying to improve it and have done so. We have spent a large sum of money on the Buxton study trying to get new retailers and I see someone on the north end of town who would like to get down here in the main stream and put a business on the street. We have been looking for new retailers and we have a local one that wants to move closer to the downtown area. I would support the rezoning. We have to do what is best for the City of Martin.

VOTE:	FOR:	ALDERMEN NANNEY ALDERMAN HARRISON ALDERMAN HANKINS ALDERMAN EDWARDS
	AGAINST:	ALDERMAN BELOTE ALDERMAN TUCK
	ABSENT:	NONE

Mayor Brundige declared the Ordinance O2008-02 approved.

**ANY OTHER OLD BUSINESS:**

There was no other old business.



**NEW BUSINESS:**

**DISCUSSION OF THE CITY'S SALUTE TO AMERICA PLAZA GRANT PROJECT BY GERALD PARRISH, MANAGER, PARKS AND RECREATION TECHNICAL ASSISTANCE SERVICE (PARTAS)**

Mayor Brundige introduced Mr. Gerald Parrish, Manager, Parks and Recreation Technical Assistance Service (PARTAS) and explained Mr. Parrish is here to talk to us about the City's Salute to America Grant Project. We have until October 14<sup>th</sup> of this year to get this project completed.

Mr. Parrish explained I am here to make you aware of what has gone on in 2004. The City of Martin applied for a grant from the State of Tennessee in the amount of \$171,000.00. This grant was awarded and contained three line items administrative, the soccer complex restrooms and concessions, and the Salute to America Plaza Project. As of today, \$112,000.00 of the original grant has been spent. The remaining 34% of the grant will be used to complete the Salute to America Plaza. The grant actually expired in October 14, 2007 and the city applied for a one-year extension in June of 2007, which was granted making the term of the grant four years.

Kim called me the other day asking what options the city had where the grant was concerned. I explained you have two options. The first is to complete the Salute to America Plaza by October 14<sup>th</sup>. Personally I don't see it taking that long to do. The second option is the grant can be closed as incomplete which would mean before you could apply and secure another Parks and Recreation Grant the Salute to America Plaza would have to complete. The grant money would no longer be in play and the project would be done with city funds. I can not say that you all would never receive another recreation grant but it would be hard to do because one the criteria is make sure that each and every grant is completed in a timely manner. We look at that as a check saying that the city did not complete their obligation by taking care of the grant and moving forward with it.

We need to go forward with the process for completion of the Salute to America Plaza. I have told Kim and Mayor Brundige that I will do everything I can to expedite the process. The project will have to totally and physically complete by October 14<sup>th</sup>. I can give you thirty days before I do the final inspection but the construction has to be finished by the deadline. The grant will not pay any purchase order or invoice that is dated after October 14, 2008.

Alderman Belote asked where are we at this point in our plans?

Mr. Parrish stated I can't answer that question but I will give you the process. Once the plans are done they will come to me for approval. I can approve the plans usually in one day. If I get them today I can approve them and send them out tomorrow. Next is the bid process, then a trip to Nashville for approval. I have told Kim and Mayor Brundige that I will expedite the process any way I can even to personally carrying it to Nashville and getting it done the same day. I have been working for the State since 2000 and I have never had a grant that was closed as incomplete. I will do everything in my power to see that this grant is completed. It is as simple as that. The process we must follow is your local procurements for the bid process, approval from PARTAS, and approval from the State. I think it will take approximately three weeks until you can start construction.

Mayor Brundige stated it would take thirty days.

Alderman Belote asked where are the plans.

Mayor Brundige stated there are no plans, just a rough drawing but I have talked to Tennessee Municipal League and they will draft the plans for us in a timely manner, possibly two weeks.

Mr. Parrish stated TML is in Jackson and my office is also. I will volunteer to pick up the plans from their office and approve them. It does not have to come back to the city for approval. If need be I will then transport the plans to Nashville for approval.

Mayor Brundige presented the rough draft of the Salute to America Plaza. TLM can take this drawing and go with it. He felt he could have bids out in three to four weeks. If we have 45 days for construction it can be done.

Alderman Belote asked if we do not complete the grant will we ever be able to receive a grant?

Mr. Parrish answered yes, but it would be a blemish on your record and against your application. This is a very competitive field. This year we will be giving away ten million dollars but we have 166 applications asking for twenty-five millions. So you can see how competitive this is. And if you ever request another grant you will have to finish the Salute to America Plaza with city funds.

Alderman Nanney made the motion to finish the Salute to America Plaza and hire Tennessee Municipal League as engineers to draw up the plans and specs then bid out, seconded by Alderman Belote.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL

Mr. Parrish stated Kim has all of my contact numbers and if you need any technical assistance please feel free to contact me. I would like to talk to you about one more thing. I am a PARTAS manager for the State of Tennessee and can serve you all in the selection of a new Parks and Recreation Director. We do consultant work with local governments to help make their parks system a better system. One of the services we offer free of charge is assistance in hiring a Parks and Recreation Professional. We will come in and help you set up the interview process, provide questions, or any technical assistance needed to help hire a fulltime Parks and Recreation Director. Again that is a service we offer to help you, the city, get a qualified person to lead your department.

Mayor Brundige thanked Mr. Parrish.

**INTRODUCTION AND PRESENTATION OF RESOLUTION R2008-13: A RESOLUTION AMENDING SECTION V OF THE PERSONNEL HANDBOOK TO BE IN AGREEMENT WITH THE CITY CHARTER**

Mayor Brundige introduced and presented for consideration Resolution R2008-13: A Resolution amending Section V of the Personnel Handbook to be in agreement with the City Charter.

Recorder Mathis read Resolution R2008-13. A copy of the resolution was provided to any interested person and members of the press. A copy follows:

**RESOLUTION R2008-13**

**A RESOLUTION AMENDING SECTION V OF THE PERSONNEL HANDBOOK TO BE IN AGREEMENT WITH THE CITY CHARTER**

**WHEREAS**, the current Personnel Policy Handbook reads Pursuant to Section 14 of the Martin City Charter, the Mayor has the authority to appoint, promote, demote, transfer, suspend, and remove all officers and employees of the City of Martin; except that the appointment, promotion, demotion, transfer, suspension, or removal of department heads shall require the authorization of the Board of Mayor and Aldermen; and

**WHEREAS**, the Charter for the City of Martin Section 14 (B) states the Mayor has the power to suspend any city personnel for misconduct in office or neglect of duty, reporting such action, with reasons therefore, in writing, to the next regular meeting of the board; and

**WHEREAS**, the board agrees the City Charter and City personnel policy handbook should be in complete agreement;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MARTIN, TENNESSEE, AS FOLLOWS:**

The Mayor of Martin, Tennessee is authorized to suspend any city personnel for misconduct in office or neglect of duty, reporting such action, with reasons therefore in writing, to the next regular meeting of the board.

**BE IT FURTHER RESOLVED**, that this resolution shall become effective immediately upon passage, **THE PUBLIC WELFARE REQUIRING IT**

Motion made by Alderman \_\_\_\_\_ that the foregoing resolution be approved. Seconded by Alderman \_\_\_\_\_. Upon being put to a roll call vote, the motion passed on the 14<sup>th</sup> day of July 2008.

ATTEST:

\_\_\_\_\_  
Chris Mathis, CPA  
City Recorder

APPROVED:

\_\_\_\_\_  
Randy Brundige,  
Mayor



**APPROVAL OF JOB DESCRIPTION FOR THE DIRECTOR OF PARKS AND RECREATION AND AUTHORIZE ADVERTISING FOR FULLTIME DIRECTOR WITH SALARY OF \$45,000.00 PER YEAR.**

Mayor Brundige introduced for consideration the approval of a job description for the Director of Parks and Recreation and to authorize advertising for fulltime director with salary of \$45,000.00 per year. A copy of the job description follows:

**CITY OF MARTIN  
PARKS AND RECREATION DIRECTOR  
JOB DESCRIPTION**

**DEFINITION:**

This position is under the general supervision of the City of Martin Mayor and Board of Aldermen and shall work with the Martin Parks and Recreation Board to establish programs, procedures, and policies for the department. The employee is responsible for the management of all recreation and fitness facilities, parks, fields, and other recreational areas operated by the city. Duties also include planning, coordinating, and directing the recreational programs and facilities. Independent judgment is used according to the situation and different courses of action must be taken to complete the tasks.

**EQUIPMENT/JOB LOCATION:**

The employee will operate city vehicles, light duty vehicles, parks maintenance equipment, mobile radios, camcorders/vcrs/dvds, cameras, computers, fax machines, and other modern office equipment relative to specific projects located on city property, and on property owned by private/commercial, county schools, and the University of Tennessee at Martin.

The employee works inside and outside and may be exposed to outside tobacco smoke, fumes and chemicals, toxic substances, noise, and machinery with moving parts.

The employee may be required to lift objects weighing more than 25 pounds.

The employee will be required to sit, stand, stoop, and walk intermittently.

**ESSENTIAL FUNCTIONS OF THE JOB:**

Prepares departmental budget, supervises accurate accounting of collection and expenditures of department funds, and makes reports to Mayor and Aldermen at meetings.

Assists and advises the Parks and Recreation Board on formulation of department policies and procedures.

Establishes procedures and work methods to ensure efficient and effective use of department personnel and equipment.

Reviews and analyzes methods, equipment used, personnel and performance to find methods of increasing effectiveness and efficiency in operation, maintenance and programming activities.

Coordinates formal and on the job training programs and gives direction and guidance for staff personal development.

Defines standards and principals of operation to staff and seeks staff input in establishing department goals and objectives.

Establishes and maintains files, correspondence and records, and prepares reports concerning the status of the department and its personnel.

Develops and implements active and passive recreational opportunities suitable for all segments of the population.

Establishes and maintains an effective working relationship with the public, other department's agencies and organizations, the news media, and all employees of the city.

**REQUIRED KNOWLEDGE AND ABILITIES:**

Knowledge of personnel policies and procedures.

Knowledge of principles and practices of public recreation program design and delivery, and facilities management.

Knowledge of the materials and equipment used in general maintenance and construction work.

Knowledge of occupational hazards and safety precautions.

Knowledge of the principles and methods of supervision.

Knowledge of the facilities and equipment needed to implement and operate a broad recreation and fitness program.

Ability to plan, direct, implement, and manage all phases of comprehensive parks and recreation program, its personnel, policy and fiscal planning activities.

Ability to evaluate situations and make positive decisions.

Ability to communicate ideas and information clearly, concisely, and convincingly, orally, and in writing.

Ability to keep accurate records and make reports.

Ability to react quickly and calmly in emergency situations and determine proper course of action.

Ability to deal effectively with citizen complaints regarding department activities and procedures.

Ability to perform public appearances, interviews, and speaking engagements to promote Martin Parks and Recreation services.

**QUALIFICATIONS:**

Graduate from an accredited four year college or university with a degree in recreation or related field, or 8 years experience in recreation programming.

Four years or more experience in management and supervision of subordinates.

Alderman Belote asked on page one, second paragraph on Equipment/Job Location: “The employee will operate city vehicles, light duty vehicles, parks maintenance equipment, mobile radios, camcorders/vcrs/dvds, cameras, computers, fax machines, and other modern office equipment relative to specific projects located on city property, and on property owned by private/commercial, county schools, and the University of Tennessee at Martin.” I think we are giving permission here where permission is not granted per-say when you start talking about property other than the city. My recommendation is to insert “with the proper permission from the appropriate authority”. It sounds like we are giving opportunity that might not be there.

Alderman Harrison asked why couldn't we stop the description at “located on city property” period and not get involved in “private/commercial, county schools and the University of Tennessee at Martin”? Why do we have to have that in there?

Alderman Belote stated because there are opportunities for us to partner with these groups and I think that is what that means. I know for a fact that partnering goes on all the time.

Mayor Brundige stated this weekend we hoisted Surf's Up Beach Party on private property therefore we partnered with University Plaza. We have to be on private property at times.

Alderman Harrison stated I have no problem with that. Why couldn't the city authorize something like that and get the okay. I don't like the idea of the director shouldering all of the weight and if something comes up we are the ones that are responsible.

Mayor Brundige stated we have to go into an agreement to go on their property.

Co-Director Kirby stated just to help you out an example is when we had Santa's Village and wanted a picture of the Tyson plant to use because they had contributed to the Village. We went to take a picture of their sign, *Tyson Obion County Complex*, and I was stopped by one of their people asking if we had permission.

Alderman Nanney stated we even have to have permission to start the Christmas Parade on University property.

Alderman Belote stated it is just the way it is worded and in the past we have had excellent cooperation from the park leadership making these things happen. It is the semantics that need to be corrected.







Co-Director Moore explained the cost to move the poles will be \$800.00 for outfield and \$800.00 for the infield. The total will be \$1,600.00 to remove the light poles and dugout.

The Parks and Recreation Department can remove the fence if the board desires.

Alderman Belote made the motion to hire Weakley County Municipal System at a cost of \$1,600.00 to remove the light poles and dugout at Harmon Field located on Jackson Street, seconded by Alderman Hankins.

VOTE: UNANIMOUS VOICE OF APPROVAL

Alderman Harrison made the motion to remove the fence from dugout to dugout (leave the Back Stop) at Harmon Field, seconded by Alderman Hankins.

VOTE: UNANIMOUS VOICE OF APPROVAL

### INSTALLATION OF SEWER LINE ON HYNDSVER ROAD

Public Works Chairman Nanney explained the Public Works Committee is recommending we allow S & D Trucking to install a sewer line on Hyndsver Road at a cost of \$8,000.00. There is a new house being constructed on Hyndsver Road, which is in the city limits, and the city must provide sewer. This line will service the new house plus any future development. S & D Trucking was \$4,000.00 cheaper than Revel Construction whose bid totaled \$12,207.00. Proposals follow and are attached to minutes:

Revel Construction Proposal:

Item	Description	Quantity	Unit	Total Unit	Total
1	Sewer Extensions- Hyndsver Road	400.00	LF	18.00	\$ 7,200.00
2	4' Diameter Manhole-Labor Only	1.00	EA	2,200.00	2,200.00
3	3"x4" Tee Wye with Cap-Labor Only	1.00	EA	50.00	50.00
4	4" Service Pipe-Labor Only	13.00	LF	14.00	182.00
5	Connect Existing Stub-Out-Labor Only	1.00	EA	125.00	125.00
6	8" Stub-Out at New Manhole-Labor On	1.00	EA	160.00	160.00
7	Bedding & Backfill Gravel	75.00	TN	29.00	2,175.00
8	Gravel Base for Roads/Driveways	5.00	TN	23.00	115.00
	TOTAL				\$12,207.00

S & D Trucking Proposal:

Labor and equipment to install sewer line north side of Hyndsver Road. Quantity is approximate. Footage over 400' is \$15/lf	400	\$ 15.00	\$6,000.00
Labor and equipment to install sewer manhole	1	\$ 500.00	\$ 500.00
Mobilization	1	\$1,500.00	\$1,500.00
State & local sales tax		-0-	-0-
TOTAL			\$8,000.00

Alderman Hankins made the motion to hire S & D Tucking to install a 400-foot sewer line on the north side of Hyndsver Road, seconded by Alderman Tuck.

VOTE:       FOR:           ALDERMEN NANNEY  
                              ALDERMAN HARRISON  
                              ALDERMAN BELOTE  
                              ALDERMAN TUCK  
                              ALDERMAN HANKINS  
                              ALDERMAN EDWARDS  
                  AGAINST: NONE  
                  ABSENT:  NONE

Mayor Brundige declared the motion approved.

### **UNIVERSITY STREET**

Alderman Belote asked to speak, “It has to do with University Street and over the years, this is not the first time we have dealt with residents and commercial property and so forth. And, there seems to be out there a lot of people that carry a special thought or purpose for University Street. And, if I am not mistaken it is the most traveled road in Weakley County. And, if so, can we get our hands around a purpose for University Street? Because this is not the last time a rezoning issue is going to visit us. I don’t know who needs to be involved the Planning Commission or the Historic or whatever. We have some strong emotional feeling about University Street one-way or the other. And, I happen to be one of them. So, do we need to get our hands around some future for University Street if this is, in fact, the length that ties the city and the university together, if it is the gateway to the university or whatever people want to call it. But, I think, wisdom might say after we have dealt with these things to get a little bit more definite on that space because this won’t be the end. As a matter of fact I think it has opened *Pandora’s Box*.”

### **ADJOURN**

Alderman Nanney made the motion to adjourn, seconded by Alderman Tuck.

VOTE:               UNANIMOUS VOICE VOTE OF APPROVAL

ATTEST:

SIGNED:

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Chris Mathis, CPA  
City Recorder

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Randy Brundige,  
Mayor

RB: CM/bh  
Saved “July 14, 2008”