

CITY OF BANE BERRY
CITY COMMISSION MEETING MINUTES
August 7, 2023

Call to Order:

Mayor Hernandez called the meeting to order at 5:10p.m.

Prayer Delivered:

Mike Harris delivered the prayer.

Pledge of Allegiance

Mayor Hernandez led the pledge.

Board Members:

Mayor Donna Hernandez
Vice Mayor Tom Carter
Commissioner Gary Zander (Absent)

Approval of Agenda:

Vice Mayor Carter made a motion to approve the agenda. Seconded by Mayor Hernandez. Motion passed 2-0

Approval of Minutes:

Vice Mayor Carter made the motion to approve the July 10, 2023, Commission meeting minutes. Seconded by Mayor Hernandez. Motion passed 2-0

Communication from the Mayor:

Mayor Hernandez reported County Mayor Potts was unable to attend the meeting, but had earlier delivered the sign for the City of Baneberry (City) having been recognized with the Governor's Three Star Award. She also conveyed some other information about the award, most notably, that the City would be eligible for only a 16% match rather than 20% for CDBG Grants because of having received the award. She also inquired about when the culvert repairs would be paved.

Communication from City Commissioners:

Vice Mayor Carter suggested the City investigate the utility of installing concrete abutments for the new culverts before paving. He also noted that subject of detention ponds needed to be addressed.

Communication from City Manager:

City Manager Phagan (Phagan) reported that he had confirmed the City was not eligible for any of the grant categories in the latest competitive ARP grant program. He also reported that he met with representatives from the East Tennessee Development District (ETDD), and they confirmed the City is eligible to apply for an ARC grant to help install water infrastructure on the backside of the City, beginning at Nina Road. The ETDD will assist in the application process, which is scheduled to begin in September. There is a 50% match requirement for this grant.

Committee Reports:

- A. **Fire Department:** No report.
- B. **Planning Committee:** Chairman/(Vice Mayor Carter reported there were no plans to review, thus no meeting was held.
- C. **Parks and Recreation:** Mayor Hernandez reported that they held a meeting and added to the calendar or "Save the Dates".
- D. **Road Commission:** No report.

Old Business:

- A. Motion by Vice Mayor Carter to establish a \$25,000 surety bond amount for the City Manager position and \$10,000 surety bond amount for anyone else necessary, unless an umbrella policy of \$25,000 was less expensive. Second by Mayor Hernandez. Motion passed 2-0.
- B. Motion by Vice Mayor Carter for the following guidelines regarding citizen comments:
 - a. On the agenda following approval of the minutes,
 - b. Three minutes per citizen,
 - c. Up to 10 citizens for a maximum time allotted of thirty minutes, and
 - d. To the degree possible, equal time must be given to opposing viewpoints.
 - e. Seconded by Mayor Hernandez. Motioned passed 2-0.
- C. The City Manager conveyed that the FYE June 30, 2023, Annual Audit contract had been signed by all parties.

New Business:

- A. The City Manager explained the shortcomings in the 2023-2024 Budget Ordinance 2023-13 and that he would be bringing a new or amended budget to the next meeting.
- B. The City Manager presented correspondence from the TN Comptroller's office detailing the issues with the Contract Audit Review Report for FYE June 30, 2022.

- C. The City Manager shared correspondence from First Peoples Bank regarding "dormant" accounts.
- D. The City Manager updated the Commission on the purchase of the Fire Station

Adjourn:

Motion made by Vice Mayor Tom Carter. Seconded by Mayor Hernandez. Motion passed 2-0.

		
_____ Mayor	_____ City Manager	_____ Date