

Minutes
Board of Mayor and Commissioners
Regular Meeting
February 6th, 2023

The Cedar Hill Board of Mayor and Commissioners met in regular session at the Clubhouse building at 6:00pm

Mayor Edward, Vice Mayor Pettus, Commissioner Traughber and City Manager Breeding were all in attendance.

Mayor Edwards called the meeting to order promptly at 6:00 p.m. Mayor Edwards asked Rev. Frank Kirby to lead us in prayer following our new meeting agenda protocol.

Mayor Edwards asked if the board had reviewed the previous minutes. Vice Mayor Pettus made a motion that minutes be approved, seconded by Mayor Edwards. Minutes from January 6th Regular Meeting and Special Called Meeting were approved 3-0.

The first item on the agenda was the communications from Mayor on which Mayor Edwards discussed how quickly our City Manager Mr. Breeding had been working on various issues such as Planning and Zoning. Also, they have received multiple resumes and interviewed one candidates for the city Recorder position. Mayor Edwards discussed that the city was open and has been functioning and operating, while serving the public as we await new staff. He closed by recognizing Connie Lowe for all her hard work, dedication and commitment to preserving the history of our city and our community through her tireless dedication to forming and curating the Museum at City Hall. He mentioned that she had been working on redoing some displays and other things over the last few weeks to make a great museum even better.

Second Item on the agenda was City Manager report. City Manager Breeding informed the board of the report given showing all the checks that were processed for the month of December. He then gave an update on the City Recorder position stating that he had received large number of resumes and had done one interview with several more lined up as well. He also discussed a proposal for potential lawyer for the city to hire and serve as the City Attorney. It would be an increase from our former attorney but it's necessary to get one as soon as possible since the city is currently without one.

Third item on the agenda was Commission Remarks on which Vice Mayor Pettus asked if the hiring of the City Attorney was something we'd have to vote on. Breeding mentioned that it was the responsibility of the City Manager. Vice Mayor Pettus expressed that she'd like to meet with him or talk with him. City Manager Breeding mentioned that could be arranged if needed.

Next on the agenda was Old Business. Mayor Edwards had board to review Resolution No. 2023-03 and requested Cathy Lowe better explain the proposed Resolution authorizing E911 to continue to do address numbering. Mrs. Lowe explained that they had been doing this for many years but that the board had requested legal approval from all the cities to continue that function inside the cities. She explained the importance of addressing, the necessity of updating numbers as needed and the role that plays in getting emergency responders to the correct address. Vice Mayor Pettus inquired about the impacts of changing addresses especially for the elderly. Mrs. Lowe explained the process and the length

of times available to switch over everything. She explained how they assist those effected by contacting they tax assessor, utilities, emergency services and they give them copies of letters to provide banks, etc. Also, they can inform the City Manager if any addresses must be changed in the area. Mayor Edwards made a motion to approve Resolution 2023-03. Seconded by Vice Mayor Pettus. Resolution Approved 2-1. Vice Mayor Pettus and I voted to approve.

Mayor Edwards gave update on our basketball court. The goal should be delivered in early March which will coincide with the pouring of the court once we get the anchor system in.

Last item on the agenda was New Business starting with the first item Planning and Zoning on which Mayor Edwards provided the board with a letter from county Mayor William Vogle. Mayor Edwards discussed forming a Planning and Zoning Commission, Building Permits and Building Inspector as the County has discontinued that service to the cities of Adams, Orlinda and Cedar Hill. City Manager Breeding mentioned his conversations with MTAS and the GNRC regarding forming a Planning Commission and putting components together. Mr. Breeding gave the commission a brief run down on the Planning Commission as detailed in TCA: The Mayor or Mayor's Representative is on the commission; another member of the legislative body and the remainder is appointed by the mayor.

The next item was the former City Recorder Melissa Brown Removal from Bank Accounts. Mayor Edwards advised that the bank requested a resignation letter on which the board all have and they requested minutes showing approval to remove. May Edwards made motion to Approve the removal of the former city recorder, Seconded by Vice Mayor Pettus. Passed 3-0.

We then moved to the next item of discussion regarding changing the locks at City Hall. Mayor Edwards mentioned that there may be a need to replace the outside locks and update with new ones. Mayor Edwards mentioned talking to a locksmith and getting a quote on changing them out and we can discuss at next meeting.

Final item on was Minimal Expenditure Account which is a streamlined Budget line item that would grant preauthorized approval in certain purchases under certain amounts up to a budgeted amount. City Manager Breeding mentioned that the board will be getting a sheet detailing all transactions each month to go along with our fiscal report. He mentioned that we can authorize himself, the mayor and staff to access this funding in case they need something that we couldn't be waited on till the next meeting.

The floor was then opened to Citizen Comments: One Landowner inquired about the potential City Attorney and his dealings with another city case. City Manager Breeding and Mayor Edwards advised we will not discuss things that happen in other Cities outside of Cedar Hill that doesn't interfere.

Another resident asked about a Museum Account question on which she will keep her same authority. She also asked about ordinances on animals. Mayor Edwards stated he currently thinks it's just ordinances on pit bulls. The board will investigate the ordinances.

Another Landowner inquired about the possibility of hiring an Engineer for Building Permit Approvals while waiting for Building Inspections. City manager Breeding addressed the citizen on options.

Finally, a volunteer and former resident who was interested in cleaning up and preserving a cemetery inquired about driveway approval to the site and assistance on helping clean it up to preserve it. He was directed by other citizens to start with TDOT and that'll he at one point must get a letter from the city.

No further discussion, Mayor Edwards made a motion to adjourn the meeting and seconded by Vice Mayor Pettus and Commissioner Traughber.

Mayor

Date

Vice Mayor

Date

Commissioner

Date

City Recorder

Date