

Minutes
Board of Mayor and Commissioners
Regular Meeting
April 3rd, 2023

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

Last night we had our April 2023 Cedar Hill Meeting of Mayor and Commissioners.

Mayor Edwards called the meeting to order at 6pm.

City Clerk Richards took Roll Call: Commissioner Traughber, Vice Mayor Pettus and Mayor Edwards were all present along with City Manager Breeding.

Mayor Edwards asked for Pastor Frank Kirby to open the meeting up in prayer which was followed up by a moment of silence for the tragic Covenant School event. Mayor Edwards thanked everyone for their moment of silence.

Minutes from March 06, 2023 Meeting were accepted.

Mayor Edwards moved into Mayor Updates and Communications. Mayor Edwards updated every that the city had launched the city website and explained that contact information (email) is posted there for the commissioners along with previous meeting minutes (after minutes are approved), information regarding the city and also booking information for the Club House and Pavilion. Mayor Edwards mentioned that the website was in its basic form, but would be built on to include other features such as events.

Mayor Edwards updated the Board on the 2023 Experience Robertson County event that will feature Cedar Hill as a stop. He mentioned that Connie Lowe would be operating the museum and letting visitors learn about the areas' history and that the city would have a "Saturday Market" at the event featuring live music from local artists, local vendors and more to give folks a full Cedar Hill experience. The event will be on September 9th, 2023.

Mayor Edwards discussed the potential and need for limb and tree pick up along the city right of ways where they had cut trees out of the roads after the damaging winds a few months ago. Mayor Edwards explained that City Manager Breeding had driven around to get an idea for the costs of removing the current debris in the right of way. City Manager Breeding informed the board of the cost and that costs could be more limited if there was a landowner willing to allow them to dump the limbs and trees before burning them, rather than added costs with him taking them off further. Mayor Edwards requested input from the board. Commissioner Traughber stated "The city doesn't provide a lot of services to the citizens and that she thought this was a good idea, especially with the costs". Vice Mayor Pettus agreed. Mayor Edwards reiterated that this would be for the Right of Way only. Mayor Edwards inquired whether the board wanted to vote on this tonight and if City Manager Breeding had a figure in mind if so. City Manager Breeding mentioned approving it with a cap of \$8,000 and that the service stop when that figure is reached. Mayor Edwards stated that they would move the item to "New Business" and vote on it along with the current business.

Mayor Edwards discussed the City Clean Up day and having the annual Spring dumpsters delivered for use by City Residents. He mentioned that they had gotten several quotes and that VTK had provided the best quote. He mentioned that this would be for two dumpsters and potentially a third if needed and asked of the board would be interested in voting on this tonight. The commission agreed and Mayor Edwards stated that they would move the item to "New Business" and vote on it along with the current business. This concluded the Mayor Communications.

Mayor Edwards recognized City Manager Breeding for his Communications. City Manager Breeding mentioned that the city now had an official "Employee Handbook" and recognized City Recorder Richards for working on it and compiling it through research and by looking at materials on MTAS to design a wonderful employee handbook and resource.

City Manager Breeding updated the board on the 2022-2023 Budget and that the City was tracking well below budget so far.

City Manager Breeding mentioned that he had cleared and released a Home Grant lien for a local resident from the grant several years ago.

City Manager Breeding updated the board on the insurance with the city and mentioned that the city had not had Workmans Comp insurance and that poses a large liability exposure for the city. He mentioned that the city did have that now and that it would be cost effective added with our existing insurance. He mentioned the cost would be \$350 a year but it would be less due to a rebate so workers comp coverage is going to cost the city exactly \$100 per year and shield us from job-related claims of up to \$750,000.

City Manager Breeding also updated the board on issuing building permits and that he had been working with City of Springfield in getting a process together to begin issuing them as soon as possible. He mentioned that he had a potential Building Inspector and that we'd be voting on the Building Codes tonight which would take us further in that process. This concluded City Manager Breeding's communications segment.

Mayor Edwards moved along to "Commissioner Remarks". Hearing none.

Mayor Edwards moved to "Old Business".

The only item under Old Business was the second and final reading of Ordinance 2023-04 which is an Ordinance Establishing a Municipal Planning Commission for City of Cedar Hill and that such a board would also act as Zoning Appeals. Properly motioned and seconded. Roll Call: Commissioner Traughber "Yes", Vice Mayor Pettus "Yes", Mayor Edwards "Aye". Ordinance 2023-04 is approved 3-0.

Mayor Edwards moved to New Business. Under "New Business" was a number of Ordinances to approve various Building Codes for development. Mayor Edwards went through each one separately and the board voted on each Ordinance separately:

Ordinance 2023-05: An Ordinance of the City of Cedar Hill adopting the 2018 International Building Code and International Residential Code for one and two family dwellings (Building Codes). Properly motioned and seconded. Roll Call: Commissioner Traughber "Yes", Vice Mayor Pettus "Yes", Mayor Edwards "Aye". The first reading of Ordinance 2023-05 is approved 3-0. Mayor Edwards mentioned that the second and final reading would be in May.

Ordinance 2023-06: An Ordinance of the City of Cedar Hill adopting the International Plumbing Code. Properly motioned and seconded. Roll Call: Commissioner Traughber "Yes", Vice Mayor Pettus "Aye", Mayor Edwards "Aye". The first reading of Ordinance 2023-06 is approved 3-0. Mayor Edwards mentioned that the second and final reading would be in May.

Ordinance 2023-07: An Ordinance of the City of Cedar Hill adopting the International Gas Code. Properly motioned and seconded. Roll Call: Commissioner Traughber "Yes", Vice Mayor Pettus "Aye", Mayor Edwards "Aye". The first reading of Ordinance 2023-07 is approved 3-0. Mayor Edwards mentioned that the second and final reading would be in May.

Ordinance 2023-08: An Ordinance of the City of Cedar Hill adopting the International Mechanical Code. Properly motioned and seconded. Roll Call: Commissioner Traughber “Yes”, Vice Mayor Pettus “Yes”, Mayor Edwards “Aye”. The first reading of Ordinance 2023-08 is approved 3-0. Mayor Edwards mentioned that the second and final reading would be in May.

The board then moved onto two “Resolutions”.

Resolution 2023-05: A resolution enacting a moratorium on all rezoning of residential densities greater than the City’s current R30 for planned unit developments (P.U.D.s). Mayor Edwards mentioned that this would place a temporary moratorium on considering rezoning anything to R20/ High Density or the development of any such Planned Unit Developments until January 2024 or until the city had completed its “Long Range Planning”, Zoning Maps, Goals & Objectives, etc.

Properly motioned and seconded. Roll Call: Commissioner Traughber “Yes”, Vice Mayor Pettus “Yes”, Mayor Edwards “Aye”. Resolution 2023-05 is approved 3-0.

Resolution 2023-06: A resolution to approve the job description and position of part time Building Inspector for the City of Cedar Hill, Tennessee. Mayor Edward explained that this was an important addition and asked City Manager Breeding to give the board specifics. City Manager Breeding mentioned that while this would be establishing a part time position, it wouldn’t cost the city “a cent” due to paying for the inspector through permitting fees and that he’d essentially only be working when doing inspections. He mentioned that the process of actually hiring him would shield the inspector from personal liability exposure and place him under our liability insurance coverage. Properly motioned and seconded. Roll Call: Commissioner Traughber “Yes”, Vice Mayor Pettus “Yes”, Mayor Edwards “Aye”. Resolution 2023-06 is approved 3-0.

Mayor Edwards asked Vice Mayor Pettus to present on making a donation to the Jo Byrns Jr Pro program and read the different tiers of sponsorship and recommended at least contributing \$300. Mayor Edward mentioned that he’d like to do this and that it was important that the city support our community groups. Commissioner Traughber agreed and mentioned that she’d like to see the city have a budgeted amount next year and allocate funding to these groups moving forward. Mayor Edwards mentioned that he thought it was important for the city to be involved and contributing financially in some form would be wonderful. Properly motioned and seconded. Roll Call: Commissioner Traughber “Yes”, Vice Mayor Pettus “Yes”, Mayor Edwards “Aye”. Donating \$300 to sponsor the Jo Byrns Jr Pro Football program approved 3-0.

Vice Mayor Pettus expressed that she’d really like to see us more involved in the schools such as potentially helping with snacks for field day and that it’s a great opportunity to make a difference in a child’s life. She mentioned her son playing basketball with the Mayor and how he thought that was awesome. She explained that we need to invest into the kids as they’re our future. Mayor Edwards mentioned potentially paying for Kona Ice for the elementary school. Commissioner Traughber mentioned that she’d seen a student take up donations to do this previously. Mayor Edwards asked that we look into opportunities and come up with some figures to discuss and look at approving at the May Meeting.

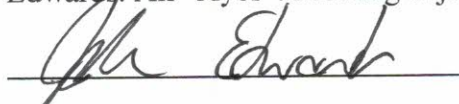
We revisited: City Right of Way Tree and Limb Removal for up to \$8,000. Properly motioned and seconded. Roll Call: Commissioner Traughber “Yes”, Vice Mayor Pettus “Yes”, Mayor Edwards “Aye”. Approved 3-0.

We also revisited the dumpster rentals and the City Clean Up day. Mayor Edwards mentioned doing the dumpsters on the weekend of April 21st and an alternate time on the next weekend in case they couldn’t be delivered on the 21st. Properly motioned and seconded. Roll Call: Commissioner Traughber “Yes”, Vice Mayor Pettus “Yes”, Mayor Edwards “Aye”. Approved 3-0.

Mayor Edwards mentioned that he had not included this in his communications, but that he had gotten a quote from “Inspire” on conducting and designing a “Long Range Plan” for use in the Planning and Zoning process.

He mentioned that this was needed and that he was talking with them about dividing the lump sum due into two payments: one being in this fiscal year and one in next fiscal year. He mentioned that he would present this in May. Mayor Edwards reminded the board that they would have to choose a representative from the board to be on the Planning Commission along with him and the members he'll appoint. He updated the board that he had successfully selected two out of the three appointed members to serve on the Planning Commission and had one more to select to serve on it. City Manager Breeding mentioned that the board should be considering and researching impact fees as well.

With no further business to discuss, Vice Mayor Pettus made the motion to adjourn, seconded by Mayor Edwards. All "Ayes". Meeting adjourned.



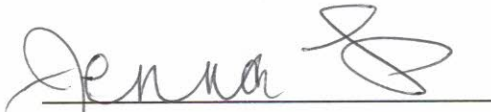
Mayor

5/1/23
Date



Vice Mayor

5/1/23
Date



Commissioner

5/1/23
Date



City Recorder

05/01/23
Date