

TOWN OF GLASGOW
COUNCIL MEETING MINUTES

September 5, 2019

Mayor Fannin called the meeting to order at 19:00.

Roll call was taken. Members present were: Mayor Fannin, Jay Ward, Dee Leadmon, Marty Blankenship and John Alderson. Mike Szerokman and Eddie Hamilton were absent.

A moment of silence was observed and The Pledge of Allegiance was recited.

The minutes from the previous meeting were presented for approval. John Alderson reported that a name change was needed. It was Bob Phalen, not John Phalen, that had to pay a fee to stop payment on a water bill check. Recorder, Jay Ward noted that the correction would be made. Marty Blankenship made a motion to accept the minutes with the name change. John Alderson seconded the motion. Motion passed unanimously.

Newly appointed council member, Dee Leadmon, was sworn in before the meeting.

REPORTS

Finance - Mayor Fannin reported a balance of \$109,680.55 in the General Fund. He also reported a balance of \$4010.75 in the Water Deposit Fund. Roger Townsend, from the T-Gas Company, spoke to the council about offering accounting services. He could assist with AccuFund.

Police Department - Mayor Fannin reported that Jack Ice was hired as Chief of Police. The police station is being moved to Town Hall. Later in the meeting, Chief Ice joined the meeting and introduced himself to the council and citizens attending.

Fire Department - Fire Chief, Marty Blankenship, informed the council that the fire department has been released from deployment for assistance with hurricane relief. He reported 4 calls in town and one motor vehicle accident outside of town.

OLD BUSINESS

- 1. Unpaid Water Bill Terminations** - After discussion about proper procedures for terminating water service, Marty Blankenship offered to contact the PSC about meeting with the council. The PSC could assist with creating a plan to collect payments or terminate services.
- 2. Painting of Fire Department** - Fire Chief, Marty Blankenship suggested that the inmates be used to cut grass instead of painting the fire department. Mayor Fannin will check on paint and the fire department will be painted at a later date.
- 3. Peggy Fisher Pump Motor Reimbursement** - John Alderson reported that he has been unable to contact Peggy Fisher to discuss the reimbursement.

NEW BUSINESS

- 1. Training Class for 1D Water License** - Recorder, Jay Ward contacted JD Douglas, who is with the Office of Environmental Health Services, to set up a class for 1D Water Operators. Several council members are interested in taking the class. Jay Ward will contact JD to set up a date and time.
- 2. Procedures for Water Office** - Recorder, Jay Ward presented a list of ideas for improving water office procedures (see attached list). As part of the procedures for improvement, Jay Ward requested that Dee Leadmon accept the position as Office and Operations Manager. Marty Blankenship made a motion to approve Dee Leadmon as Office and Operations Manager. John Alderson seconded the motion. Motion passed with a unanimous vote. Marty Blankenship also made a motion for Dee Leadmon to receive AccuFund training. John Alderson seconded the motion. Motion passed unanimously.
- 3. Procedures for Bulk Pick Up** - Need receipts and documentation for bulk pick ups. Pick up fee will be added to water bill.
- 4. Department Budgets** - Recorder, Jay Ward suggested monthly budgets generated by Department Heads. Mayor Fannin and John Alderson will take the lead on this.

ORDINANCES

- 1. Police Fee Ordinance** - The first reading of the Police Service Fee Ordinance was presented by Recorder, Jay Ward. The fee will be \$20.00 per month and a separate account will be created for the fee. John Alderson motioned to accept the first reading of the ordinance. Marty Blankenship seconded the motion. Motion passed with a unanimous vote.

2. Infrastructure Fee Ordinance - The first reading of the Infrastructure Fee Ordinance was presented by Recorder, Jay Ward. The fee will be \$15.00 per month and a separate account will be created for the fee. John Alderson made a motion to accept the first reading of the ordinance. Marty Blankenship seconded the motion. Motion passed with a unanimous vote.

3. Trash Fee Ordinance - The Trash Fee Ordinance was tabled until a later date.

PETITIONS - None

CITIZENS' CONCERNS

Some questions were asked about abandoned houses and related ordinances.

Dagwood Blankenship - Asked Police Chief Ice about the ordinance for riding a golf cart in town. Chief Ice stated that he had a case about riding golf carts on the highway go to the Supreme Court which ruled it was not allowed. When asked about riding in town, Mayor Fannin stated that according to the current ordinance, golf carts can not be driven in town.

Mr. and Mrs. Sears - Concerns about the lot where the Buckley Apartments were. The grass is overgrown and there are problems with rats. The fire department will cut the grass to take care of this problem. They also reported a sink hole on their property.

There was an enquiry about the infrastructure fee. Mayor Fannin explained that the fee will go down to \$15.00.

EXECUTIVE SESSION

John Alderson made a motion to go into Executive Session. Marty Blankenship seconded the motion. Motion passed unanimously.

Council went into Executive Session at 20:30.

John Alderson made a motion to come out of Executive Session. Dee Leadmon seconded the motion. Motion passed unanimously.

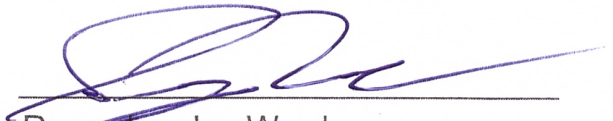
Dee Leadmon made a motion to put procedures in place for all town departments to assist with accountability. John Alderson seconded the motion. Motion passed unanimously.

ADJOURNMENT

John Alderson made a motion to adjourn. Dee Leadmon seconded the motion. Motion passed unanimously. Meeting adjourned at 21:24.



Mayor, Donald Fannin



Recorder, Jay Ward

WATER OFFICE PROCEDURES

1. **Daily Deposits-** PSC Regulations
Clerk prepare deposit. Checked and verified with office manager or other appointed person. Deposit by police.
2. **Cash drawer for change.** Daily count in and count out for drawer. Tape ran for drawer
Daily. Amount for start-up?
3. **Monthly Adjustment Report.-** Report to track any adjustments if needed.
4. **Check with AccuFund about Computer Receipts at the Time of Payments.**
5. **Dee Leadmon to Receive AccuFund Training.**
6. **Professional Decorum.**
7. **Dee Leadmon Office and Operations Manager.**

OTHER: