

**THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD  
OF COMMISSIONERS OF THE TOWN OF LOOKOUT MOUNTAIN**

June 13, 2023

The Mayor and Board of Commissioners of the Town of Lookout Mountain, Tennessee met in regular session at the Town Hall on Tuesday, June 13, 2023 at 5:00 p.m., those being present being listed on Exhibit A hereto.

**1. Call to order and Declaration of Quorum.** Mayor Jones called the meeting to order and recognized a quorum for the conduct of business.

**3. Financial Report:** Brooke Pippenger presented a discussion of the Financial Report through the month of May, 2023. After discussion presented by, and upon motion of Commissioner Bentley, seconded by Commissioner Leavengood and unanimous vote of approval, the Financial Report was approved. A copy of the report is attached as Exhibit B hereto. Lastly, she reviewed suggested changes to the personnel policy manual to address required participation by employees in the group Short Term Disability Insurance program which covers payment of pay after eight days of covered disability. The changes were adopted by resolution and unanimous vote.

**4. Departmental Reports:**

Commissioner Bentley representing the Fire and Police Department reminded drivers of the increased presence of children on or near the roads and to be cautious so as to avoid injury during the school vacation period. He reviewed the continuing disruption caused by the upgrades to the Tennessee- American Water Company service tanks which may last until the end of the year. He reminded all of the restrictions contained in the noise ordinance and asked all to be mindful of their neighbors. He led a discussion of the need to more strongly enforce the requirements of the state for the operation of Slow Moving Vehicles and the differing rules applicable in Tennessee and Georgia

Commissioner Hailey reported that the baseball season was ending this month and all-star selection was underway. Batting cages are being installed and bids for the lighting replacement are in and the bid to be selected soon. He advised that

the new light fixtures will arrive soon and early planning for installation is underway

Commissioner Leavengood reported for the Education Department and reported Ruth White, though retired, is still working to fill staff vacancies and to assist her replacement. She also noted that this year the school staff will include an Assistant-Principal for the first time. Summer Library Program will be in play from 9:00 a.m. until 2:00p.m. Monday through Thursday. Night Out For Lookout set a record for its fundraising effort this year. Renovation of the school office area is underway. She then introduced new principal Emily Haney and her new assistant principal Missy McKenna

Commissioner Valadez reported for the Public Works Department and advised brush pick-up was nearing an end, that pot hole repairs were next and that the access to the Garden Club trail was virtually complete. Water had caused many issues at the gate to the trail.

Chief Schermerhorn announced the promotion of Officer Brian Killingsworth, a valued employee of the Town since 2021 to the position of Sergeant.

**5. Citizen's Input.** Ann Brown introduced the start of Pollinator Week and presented a sign for the Pollinator Garden..

**6. Old Business.** There were no items of Old Business for consideration.

**7. New Business.** There were two items of New Business for consideration. First was an application by Forde and Carter Kay as owners of property at 407 Pak Road for the issuance of a variance to allow encroachment into the East (rear) property line setback to allow removal of an existing outdoor deck which was in violation of that same setback, and the construction of an addition to the residence with a smaller footprint and therefore lesser violation of the requirement. After discussion and upon motion of commissioner Bentley, seconded by Commission Leavengood and unanimous vote of approval the variance requested was granted upon first reading. A copy of Ordinance # 221 is attached . The second matter was the consideration of a proposed ordinance to regulate signs within the Town. Mr. Smith and Ms. Pippenger advised that the regulations would be an amendment to the Town Zoning Ordinance and require review and recommendation by the Regional Planning Agency which serves as the Town's planning agency. Ms. Pippenger was asked to request the review by the RPA and the matter will be considered after that process is complete.

**8 Mayor's Report.** Mayor Jones brought the Commission current on the Tennessee American Water Company project to upgrade the water tanks at the Bragg Avenue location. The project will cause disruption for several months. He further advised that the new Massey's Kitchen would open on June 19, 2023. Lastly, he reviewed plans for the annual 4<sup>th</sup> of July Parade from Fairyland School to the Town Common.

There being no further business the meeting was adjourned until the July 11, 2023 Meeting.

[Signatures on next page]