TOWN OF LOUISVILLE, TENNESSEE
BOARD OF MAYOR AND ALDERMEN
November 10, 2025
6:00 p.m.

Present: Jill Pugh – Mayor, Daniel Franklin – Vice Mayor, Steven Kelley – Alderman, John Loope – Alderman, Lysia Vaught – Alderman

Absent: None

Others Present: Rob Goddard – Town Attorney, Caleb Wheeler – Town Recorder, Hailey Russell – Administrative Assistant, Don & Julie Tefeteller – Town Accountants, & 13 citizens

Vice Mayor Franklin led the invocation.

Mayor Pugh asked Alderman Loope to lead the Pledge of Allegiance in recognition of his military service and in observance of Veterans Day the following day. Alderman Loope then led the Pledge of Allegiance.

Mayor Pugh advised citizens that anyone wishing to provide public comment should sign up at that time, if they had not already done so.

Approval of Minutes

Mayor Pugh presented the minutes from the October 14, 2025, Public Hearing.

MOTION by Vice Mayor Franklin to approve the minutes as written. **Second** by Alderman Kelley. VOTE: Pugh – Yes, Franklin – Yes, Loope – Yes, Kelley – Yes, Vaught – Yes. **MOTION PASSES.**

Mayor Pugh presented the minutes from the October 14, 2025, Regular Meeting.

Vice Mayor Franklin noted the following corrections:

- On page 9 of 18, the motion regarding the tourism grant resolution should include the wording “to next month’s.”
- On page 17 of 18, the minutes referenced “concerns regarding the ongoing lawsuit with the Cloud properties.” Vice Mayor Franklin stated the Town does not have an ongoing lawsuit regarding the Cloud properties. Hailey Russell clarified the language was incorrect and should reflect that the Town has no standing to continue with the current lawsuit because of the Cloud Properties. Vice Mayor Franklin requested “Cloud properties” be removed from that section entirely.

MOTION by Alderman Kelley to approve the minutes with the stated changes. **Second** by Alderman Vaught. VOTE: Pugh – Yes, Franklin – Yes, Loope – Yes, Kelley – Yes, Vaught – Yes. **MOTION PASSES.**

Mayor's Report

Mayor Pugh reported that the Town's Building Inspector has resigned and is currently working through a transitional period to complete pending items. The position has been posted on MTAS and the Town's website.

Mayor Pugh also reported that the flag return has been installed near Town Hall. She noted that Caleb presented the keys during the public hearing due to scheduling conflicts, and stated the installation is a nice addition to Town Hall.

Mayor Pugh announced the Holiday Parade will be held on November 23. Lineup will begin at 2:00 p.m., with the parade starting at 3:00 p.m. The tree lighting will follow the parade. The Middlesettlements Singers will perform at the tree lighting. Additional activities at Town Hall will include pictures with Santa, letters to Santa, cookies and water, and a coffee truck.

Mayor Pugh noted that Veterans Day is the following day, and encouraged the public to recognize the Town's Hometown Heroes banners. She stated the banners will be taken down next week for preservation, and snowflake decorations will be installed for the winter/holiday season in January.

Mayor Pugh announced that Louisville Mercantile has been nominated for Blount County Small Business of the Year. She stated she submitted a letter of support on behalf of the Town and encouraged residents to support the business. She also noted she attended the Mercantile Christmas open house and encouraged the public to visit.

Mayor Pugh reported that she and Hailey Russell attended a presentation at the Norris Dam State Park Tea Room, where the Office of Outdoor Recreation presented the Town with a check for a $255,000 grant. She stated that although many towns applied, only a few received funding, and credited the Board's actions—particularly approval of the Parks and Recreation Master Plan—for helping position the Town to receive the grant. Mayor Pugh noted they made face-to-face connections with project partners associated with the grant.

Vice Mayor Franklin asked what interim plan will be used before interviews begin and requested an update to the Board regarding how inspections and related matters will be handled during the transition period.

Mayor Pugh responded that Barry has agreed to continue performing inspections during the transition period to ensure coverage while the Town moves forward with the hiring process. She stated the position has been posted and encouraged qualified individuals to apply.

Mayor Pugh noted that individuals with contracting experience may be eligible to work while completing required accreditation, stating that if someone has been a contractor for approximately five years, they may be able to work for one year while pursuing accreditation.

Mayor Pugh also reported that she spoke with Town Planner Jordan Rockwell, who advised there is a significant shortage of building officials in the area. She noted that because he works with multiple jurisdictions, the Town is among the few that currently has a building official, and that the position can be difficult to fill. Mayor Pugh stated she remains optimistic the Town will receive qualified applicants and encouraged continued outreach and word-of-mouth to promote the opening.

Staff Reports: Building & Codes, Streets, Administrative

Hailey Russell reported that Phase 1 of the new security system (camera installation) is scheduled for November 19.

Roger Bird reported that recent paving work was completed on Little Dug Gap Road and at the culverts on Little Dug Gap Lane. He stated the project came in slightly over the bid amount (approximately 4%). He attributed the overage to additional work added at the culvert area, which increased tonnage, and noted the contractor experienced equipment issues and changed out the paver during the project. He stated the work generally went well and the Town will monitor how the roadway holds up over time.

Mr. Bird also reported striping work was completed, including restriping on Old Lowes Ferry Road and previously on Middle Settlements Road.

Response to Public Comment/Input from Previous Meeting

Hailey Russell responded to comments made at the previous meeting regarding the Town's banking options. She stated the Town is not permitted to use a credit union under state law because banking with a credit union requires membership, and the Town cannot be a member. She added that the Town must be covered under the Tennessee banking institutions bond system, which credit unions are not eligible to join. Ms. Russell cited TCA 9-1-118 and Attorney General Opinion 17-51 as references.

Ms. Russell also addressed the previously discussed property on Topside Road (the Hans property). She stated that enforcement is governed by the Town's Property Maintenance Code (Title 12, Chapter 3) and Property Maintenance Regulations (Title 13), which include a step-by-step process. She explained that the process begins with a trigger such as a citizen complaint (followed by a visual inspection by the building official) or a referral from the police or fire department for hazardous or condemned properties. The next step is an inspection by the building official to verify the complaint and determine whether the property is unfit for human occupancy, has structural hazards, contains unsanitary or dangerous conditions, or violates the International Property Maintenance Code standards adopted by the Town.

Ms. Russell stated that if violations are confirmed, a written citation/notice must be issued to the property owner in plain language, typically sent by registered or certified mail to the owner's last known address, with a deadline to correct the issue (commonly 10 days, though the Town may set a different timeframe). She noted that during the compliance period, the owner may voluntarily correct the issue, and the building official may re-inspect to confirm compliance. If the owner fails to comply, the Town may arrange for cleanup and bill the owner, and if unpaid after the applicable timeframe, the Town may place a lien on the property. Ms. Russell noted that daily fines would typically be assessed; however, the Town cannot enforce daily fines until the related ordinance with Blount County is adopted (referencing the police ordinance/enforcement authority).

Hailey Russell provided an update regarding the Town's lawsuit involving Ms. Walker. She clarified that the Board did not approve spending $10,000; the approved amount was $5,000, and the Town has currently spent $986.65 to date.

Ms. Russell also reported that Mayor Pugh met with the attorney representing the Town, who requested an attorney-client meeting with the Board to discuss the status of the case. She stated a meeting will need to be scheduled, either prior to the next Board meeting or at another mutually agreeable time.

Public Comment on Agenda Items (5 Minute Limit)

Anna Gibson addressed the Board regarding the proposed drug and alcohol testing policy. She expressed appreciation for the Board's review of the personnel policy and identification of gaps, and noted sympathy for employees who may be struggling with addiction.

Ms. Gibson stated that, in her view, continued employment can be enabling and that recovery often requires individuals to reach "rock bottom." She suggested that if the Town allows rehire eligibility, the policy should include requirements such as completion of a treatment program and ongoing participation (e.g., continued meetings), noting that relapse can occur even after treatment.

Ms. Gibson also stated that if the Town wishes to support affected employees, continued access to insurance for a limited period could help cover rehabilitation services. She suggested that an employee could be suspended or unpaid while maintaining insurance for a defined timeframe and potentially be eligible for rehire upon demonstrating continued participation in a rehabilitation program.

Additionally, Ms. Gibson asked the Board to consider whether reinstating a city manager position might be beneficial, noting that the responsibilities placed on the Mayor are substantial and that a city manager could assist with workforce management.

Finally, Ms. Gibson commented on random drug testing, stating that the effectiveness of random testing depends on employees not knowing when testing will occur. She thanked the Board for the opportunity to speak.

Bill Mattison commented on the discussion regarding removing the stop sign on Old Lowes Ferry Road. He asked how long the stop sign has been in place and whether there have been more or fewer serious accidents since its installation. He encouraged the Board to consider these factors when discussing any potential removal.

Mr. Mattison also addressed the discussion regarding bids for the golf course. He stated his understanding that the Parks and Recreation Advisory Board reviewed the bids and forwarded them to the Board, and that the bids were approved at the previous month's meeting. He noted he saw the item was scheduled for further discussion and raised concerns about revisiting the matter.

Financial Report

Caleb Wheeler reviewed the financial report for October 2025.

MOTION by Vice Mayor Franklin to approve the October 2025 financial report. Second by Aldermen Kelley. VOTE: Pugh – Yes, Franklin – Yes, Loope – Yes, Kelley – Yes, Vaught – Yes. **MOTION PASSES.**

Old Business

a. **AN ORDINANCE OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF LOUISVILLE, TENNESSEE REZONING CERTAIN TERRITORY FROM R-1 RESIDENTIAL AND AGRICULTURAL DISTRICT TO C-1 GENERAL COMMERCIAL DISTRICT.**

Mayor Pugh presented the ordinance to the board and asked for any questions, concerns or a motion.

MOTION by Vice Mayor Franklin to approve the ordinance rezoning certain territory from R-1 residential and agricultural district to C-1 general commercial district. Second by Aldermen Kelley. VOTE: Pugh – Yes, Franklin – Yes, Loope – Yes, Kelley – Yes, Vaught – Yes. **MOTION PASSES.**

b. **A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF LOUISVILLE, TENNESSEE, ADOPTING A DRUG AND ALCOHOL TESTING POLICY FOR TOWN EMPLOYEES.**

Mayor Pugh presented the resolution to the board and asked for any questions, concerns or a motion.

Vice Mayor Franklin stated there were a few changes discussed during the workshop and he would like to see a version that includes those changes before approving the resolution. Mayor Pugh advised that she would prefer to go ahead and pass the policy so the town has one in place and if needed the board can always make changes to it at a later date.

Vice Mayor Franklin stated there were still open questions regarding state law and the extent of coverage, including whether the policy would apply to all employees or only field staff. Hailey Russell responded that the policy applies to all employees; however, random testing does not apply to all employees and is limited to safety-sensitive positions. Vice Mayor Franklin noted he understood what was being proposed but stated the Board had not had time to review the state law referenced.

Alderman Loope requested clarification, and Ms. Russell reiterated that the policy covers all employees, but random testing applies only to safety-sensitive positions. Alderman Loope asked whether new hires could be tested. Ms. Russell responded that pre-employment testing is included in the policy and applies to all new hires.

Town Attorney Rob Goddard stated that Ms. Russell asked him to review the issue prior to the meeting and that he agreed with her interpretation. He cited **TCA 50-9-104**, stating that employees who are not in safety-sensitive positions (as defined by **TCA 50-9-103**) may be tested for alcohol only when based on reasonable suspicion. He explained that while several statutory definitions of "safety-sensitive" exist (e.g., carrying a firearm or working with narcotics), the definition most applicable to the Town would be positions where a momentary lapse in attention could result in injury or death to another person. He noted that office positions would likely not be considered safety-sensitive and therefore could not be subject to random testing.

Alderman Loope asked whether the policy presented was largely based on state law. Hailey Russell responded yes and stated the policy was prepared by MTAS consultants for use by Tennessee municipalities implementing drug testing programs for local government employees. She noted the policy is an alternative to the sample policy provided by the Tennessee Department of Labor and Workforce Development for the Drug-Free Workplace Program.

Ms. Russell further stated that required language in the policy was modified pursuant to **TCA 50-9-102** and **TCA 50-9-104** to comply with federal constitutional or statutory requirements applicable to a public employer, and that the modifications were approved by the Tennessee Department of Labor and Workforce Development to meet the requirements of the Drug-Free Workplace Act for municipalities. She added that MTAS management consultants can assist local governments in obtaining a copy of the state regulations for the Drug-Free Workplace Program.

Alderman Kelley asked Vice Mayor Franklin to highlight the changes he suggested during the workshop. Vice Mayor Franklin referenced the "Implementation and Oversight" section on page 1 and recommended that, throughout the document, the term "administrative assistant" be changed to "Mayor."

Alderman Kelley asked whether only some references should be changed. Vice Mayor Franklin stated he did not believe that would be appropriate and that the role identified in the policy should be someone in a supervisory position responsible for overseeing employees. He noted additional occurrences requiring the same change on page 2, page 5 (bottom), page 8 (top, bolded), and page 9 (top and mid-page), and suggested conducting a search of the document to replace all applicable instances.

Vice Mayor Franklin also noted that the policy uses the word "Town" in a few places that did not appear to fit the context and identified examples near the bottom of page 16 (immediately prior to the "Return to Work Agreement" section) and on the next page (third paragraph), indicating those references should be corrected.

MOTION by Alderman Kelley to approve the resolution adopting a drug and alcohol testing policy for town employees with the corrections mentioned. Second by Alderman Vaught. VOTE: UNANIMOUS. **MOTION PASSES.**

c. A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF LOUISVILLE, TENNESSEE TO SECURE AN EXPERIENCED AND QUALIFIED ENGINEERING FIRM TO ASSIST IN THE IMPLEMENTATION OF THE TOURISM ENHANCEMENT GRANT

Mayor Pugh stated that the Board met with the Grant Administrator during the workshop, and that several Board members indicated they felt the Town might be able to handle the matter internally; however, she noted a decision needs to be made one way or the other.

MOTION by Alderman Loope to do in house engineering. Second by Vice Mayor Franklin. VOTE: UNANIMOUS. **MOTION PASSES.**

d. Discussion to Remove the Stop Signs on Old Lowes Ferry Road

Mayor Pugh reported she has continued to receive numerous inquiries regarding the stop signs, including contact from a county representative, and noted the state has also contacted Roger on the matter. She stated she received an updated incident report from the Sheriff's Department for the area. Mayor Pugh summarized the incident data provided for the same timeframe (1/1 to 11/6) as follows: 2020 – 1 incident; 2022 – 2 incidents resulting in property damage; 2023 – 5 incidents; 2024 – 5 incidents; 2025 (to date) – 1 incident with 2 injuries and property damage. She noted the incidents occurred in the same general area referenced in the report and stated the Sheriff's Department is reviewing the data for that area.

Roger Bird reported that TDOT contacted him several months prior after receiving calls from Nashville regarding the stop signs and the roadway conditions. He stated a TDOT representative visited the site, reviewed the curve, and suggested the narrow bridge and curve geometry may be contributing factors. Mr. Bird noted TDOT did not direct the Town to remove the stop signs or state they were unlawful.

Mr. Bird stated he has also received calls from Blount County and local residents regarding the issue. He recalled that during the original discussion there had been a history of crashes in the curve over a multi-year period, and he was tasked with reviewing multiple possible solutions. He stated options considered ranged from higher-cost roadway realignment and bridge widening to other measures such as speed-related enforcement or traffic-calming options. Mr. Bird noted the Board ultimately approved the stop signs as the quickest and least expensive option, and that complaints have continued since installation, with opinions on both sides.

Mr. Bird stated he was advised by the state that the stop signs could be viewed as a potential liability issue, though he has also been told it may not present more liability than other traffic control signage. He noted that while one resident reported a state trooper told him stop signs could not be placed there, Mr. Bird stated no one from TDOT, Blount County, or other agencies has formally instructed the Town that the stop signs must be removed or that they are against the law.

Mr. Bird reported that he provided the Mayor with information from the MUTCD (Manual on Uniform Traffic Control Devices) and reviewed criteria related to stop sign placement. He noted much of the guidance relates to intersections, but he also identified language referencing speed, crash data, and limited visibility. He stated the Town also reviewed other potential treatments, such as non-skid pavement options. Mr. Bird concluded that he could present arguments for either retaining or removing the stop signs.

Alderman Kelley asked whether the accident data from the past year indicated how many incidents involved vehicles being rear-ended related to the stop signs. She stated she has received multiple calls from residents reporting near rear-end collisions while slowing to stop, and that some drivers felt they had to roll through the stop sign due to vehicles approaching quickly from behind.

Vice Mayor Franklin stated he was convinced the stop signs have slowed traffic in the area. He reported that on Thursday of the prior week he drove through the area six times at various times from daylight to dark and observed that most drivers were slowing down. He noted that while drivers may not always come to a complete stop, they are traveling below the speed limit through the most dangerous section, which he stated was the primary goal.

Vice Mayor Franklin said he was open to considering additional safety options. He referenced his prior motion (as reflected in the minutes from the meeting when the stop signs were approved) that included pursuing paving bids and exploring non-skid pavement for the area. He stated the quote received for non-skid pavement was significantly higher than expected—well over $100,000 for a small section of the roadway.

Vice Mayor Franklin described the roadway conditions as hazardous, particularly when wet, stating the shaded section does not dry quickly due to tree cover. He noted that vehicles can slide when descending the hill if not traveling slowly, creating a risk of crossing into oncoming traffic. He stated the Town does not have sufficient right-of-way to remove the trees without property owner permission, and that improved exposure to the sky could help conditions. He reiterated that he has observed drivers slowing down and believes the stop signs have increased safety overall.

Vice Mayor Franklin also reiterated his prior request to research the use of speed cameras and stated he did not believe the Town had fully evaluated that option. He requested that representatives from the camera vendor be invited to provide a detailed explanation, including costs, benefits, and results observed on other roadways where such systems have been installed. He stated that such a system could verify vehicle speeds and issue citations for drivers exceeding a set threshold. He clarified he was not suggesting setting the enforcement threshold at the posted speed limit (20 mph), but rather at a higher threshold (e.g., 30 mph) to focus on drivers who are not making a reasonable effort to drive safely.

Mayor Pugh stated she was unsure whether the Town has the authority to use speed enforcement measures (such as issuing citations) until the police ordinance is adopted, and asked for an update on the status of the police ordinance.

Town Attorney Rob Goddard responded that the Town is still working with the County. He stated he has provided the ordinance to the County but has not yet received approval. He noted that approval is required from the Clerk's Office, the Sheriff's Department, and the County Mayor, and stated he has made repeated requests and resubmitted the ordinance.

Hailey Russell referenced the spreadsheet previously provided to the Board regarding crashes in the Town. She stated that for the period 2022–2024, Old Lowes Ferry Road had a total of 14 wrecks (approximately seven per year). She noted that the Town is not yet through the current year and has already recorded eight wrecks on Old Lowes Ferry Road this year. Ms. Russell stated the information was provided as a comparison to the numbers reviewed by the Board at the time the stop sign decision was approved. Vice Mayor Franklin stated that does not answer his question because it includes the whole road as well.

Mayor Pugh requested that Roger Bird contact the camera company to either arrange for a representative to attend a future meeting or to provide additional information for presentation to the Board at the next meeting.

e. Discussion of the bids for the 18-Hole Disc Golf Course

Mayor Pugh stated that although the Board had approved the item; after speaking with the involved parties, she did not realize the project area would encompass nearly the entire park, including the full green space. She noted Vice Mayor Franklin could also share additional information based on his discussions.

Vice Mayor Franklin stated that a representative they previously spoke with indicated the project would fit in the back area. He added that if the current representative is now stating the Town would need to use all available land, then he did not view that as a good option.

Mayor Pugh stated she did not believe the Town wanted to use the entire park area or dedicate the space for tournaments. Vice Mayor Franklin indicated his agreement with her statement.

Alderman Loope referenced the map and stated that the area in question was intended for a maintenance building. He noted that maintenance staff also use the area to stockpile debris from tree cutting and similar work, and that it is the location where the Town burns that material.

Hailey Russell explained that although the Board approved the lowest bid, the Town would pay $1,500 for the design but would also be required to purchase nearly $7,000 in baskets for a course the Town does not intend to implement immediately, resulting in the baskets being placed in storage.

Ms. Russell stated that the proposal from Jordan Enfield listed a total cost of $14,350, which included both the design fee and basket cost. However, she noted the Town is not required to purchase baskets through Mr. Enfield, making his design-only cost $6,750. Ms. Russell stated that, when comparing design-only costs and considering the Town is not ready to purchase baskets, Mr. Enfield's proposal would be the less expensive option.

Hailey Russell stated she believed the Town was only authorizing the design at this time, with the intent to return later to implementation and construction once additional funding and time were available. She stated she was not aware the current scope included designing, implementing, and building the disc golf course at this stage. Mayor Pugh agreed that the intent was to move forward with design only at this time and to return later for implementation and construction when additional funding and time are available.

MOTION by Alderman Loope to hold on accepting the bid until more information can be provided. Second by Mayor Pugh. VOTE: Pugh – Yes, Kelley – Yes, Loope – Yes, Vaught – Yes, Franklin – No. **MOTION PASSES.**

New Business

a. **AN ORIDINANCE OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF LOUISVILLE, TENNESSEE, TO ADOPT THE UPDATED ZONING ORDINANCE AND TO REPEAL ALL PRIOR ORDINANCES IN CONFLICT THEREWITH**

Hailey Russell stated that the ordinance does not add any new provisions; rather, it repeals the older ordinances and replaces them with updated versions. She reported that she provided the ordinance to the Planning Commission last month for review, and that the Planning Commission is scheduled to vote this month on recommending it to the BMA.

Alderman Loope stated he did not believe all updates were included in the ordinance and emphasized that the Planning Commission should review it fully before the BMA votes.

MOTION by Vice Mayor Franklin to send it to the planning commission for their recommendation. Second by Alderman Loope. VOTE: Pugh – Yes, Franklin – Yes, Loope – Yes, Kelley – Yes, Vaught – Yes. **MOTION PASSES.**

b. **A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF LOUISVILLE, TENNESSEE, TO APPROVE THE SUBMISSION AND ACCEPTANCE OF A LOCAL PARKS AND RECREATION FUND (LPRF) GRANT APPLICATION AND TO AUTHORIZE THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS RELATED THERETO**

Mayor Pugh presented the resolution to the board and explained that in the past they have done motions in regards to this grant but it should have been in resolution format and this is to do the correct process.

MOTION by Vice Mayor Franklin to approve the resolution. Second by Alderman Kelley. VOTE: UNANIMOUS. **MOTION PASSES.**

c. Discussion for the Purchase of Single Door OpenPath and ACC Intercom – Central Technologies, INC.

Mayor Pugh stated this item is a continuation of the bid for the security system and will integrate with the existing system, allowing the Town to maintain one unified system rather than multiple systems. Alderman Loope expressed interest in also exploring bulletproof panels and glass.

MOTION by Vice Mayor Franklin to approve the additional purchase of Single Door Open Path and ACC Intercom. Second by Alderman Vaught. VOTE: UNANIMOUS. **MOTION PASSES.**

d. Discussion to Approve the Updated Paving Amount for PRI of East Tennessee, INC.

Roger Bird stated there were no major issues to report but noted significant differences among the bid amounts received. He reported that one bidder submitted a price of approximately $392,000, while APAC's bid was approximately $466,000, based on the Town's estimate.

Mr. Bird also noted that PRI's quantities/costs came in substantially higher than his estimate. He stated he is continuing to learn from the bidding process and may consider a different approach next year, including potentially having an outside party review labeling and related bid details earlier so adjustments can be made if needed.

Mr. Bird stated that despite the variations, the Town's final pricing aligned favorably compared to other bids (noting another bid would have been approximately $409,000) and that the current item was "to make it legal."

Vice Mayor Franklin asked Caleb Wheeler if the bill has already been paid. Mr. Wheeler advised Mr. Franklin that yes it has already been paid.

MOTION by Vice Mayor Franklin to approve the updated paving amount. Second by Alderman Kelley. VOTE: UNANIMOUS. **MOTION PASSES.**

Public Input Not on Agenda Items (5 Minute Limit)

Anna Gibson addressed the Board regarding the open Planning Commission seat. She requested the Board consider Greg Presnell for the vacancy, noting he has a civil engineering background and regularly attends meetings.

Ms. Gibson also commented on the upcoming Planning Commission meeting and suggested the Town's attorney attend, stating that the developer's attorney would be present and she believed the Town should have legal representation during the discussion.

Ms. Gibson then addressed proposed updates to the Town's ethics policy. She recommended that, before making changes, the Board invite an MTAS consultant to review the ethics code and explain the reasoning behind the provisions. She suggested ethics training be provided—potentially mandatory—for employees to ensure understanding of ethical standards and expectations.

Ms. Gibson stated she believed there were gaps in the current ethics policy and suggested clarifying definitions such as retaliation and severity. She also recommended considering provisions related to repeated violations and requiring training following violations. She further suggested adding language addressing manipulation and false statements.

Ms. Gibson expressed concern that policy language could discourage employees from filing legitimate ethics complaints due to fear of retaliation or being investigated if a complaint is deemed without merit. She emphasized the importance of ensuring employees feel comfortable submitting ethics concerns without repercussions. Ms. Gibson concluded by reiterating her recommendation for training prior to updating the ethics policy and thanked the Board.

Adjournment

MOTION by Alderman Kelley to adjourn the meeting. Second by Vice Mayor Franklin. VOTE: UNANIMOUS. **MOTION PASSES.** The meeting adjourned at 7:44 p.m.

J. Pugh
Jill Pugh, Mayor

Caleb L. Wheeler
Caleb Wheeler, Town Recorder