



Photo compliments of the City of Springfield

City Spotlight: Springfield

Springfield, the sixth city incorporated in Tennessee, was named the county seat of Robertson County in 1798 and lots were sold for \$8 each.

Date of Incorporation:
1796

Population:
15,530

County:
Robertson

Grand Division:
Middle

Web site:
<http://www.springfield-tn.org>

MTAS Municipal Management Consultant:
[Gary Jaeckel](#)

University of Tennessee
Municipal Technical Advisory Service
600 Henley Street, Suite 120
Knoxville, Tennessee 37996-4105
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An Opportunity to Say Thank You, Don Thornton

Mike Tallent, MTAS Executive Director

The end of July was marked by the retirement of Don Thornton, 30-year city manager of the city of Union City. Not only has Thornton served the city for 30 years, but he also served the Tennessee City Management Association in several capacities, including president. Thornton also served several years on the board of directors for the TML Risk Management Pool. In appreciation of that service, the Risk Management Pool has made a donation to the MTAS Municipal Management Internship Endowment in honor of Thornton. The endowment funds summer internships with cities for graduate students in public administration and provides the students a first-hand view of municipal government management. As more city managers of the baby boom generation retire, we need to ensure that we have young people entering the profession to take their places. This endowment is designed to assist in that effort.

If you would like more information on the internship, or if you would like to make a donation to the endowment in Don Thornton's honor, [click here](#).

Celebrate MTAS' 60th Anniversary!

We want to invite you, our valued customer, to an MTAS 60th Anniversary Open House to thank you for your continued support and encouragement.



The open houses will be:

Knoxville MTAS Office	October 2	2-4 p.m. (EDT)
TML Nashville Office	October 9	2-4 p.m. (CDT)
Jackson MTAS Office	October 14	1-3 p.m. (CDT)

Please visit <http://www.mtas.tennessee.edu> for locations and maps.

Please contact MTAS Assistant Director Melanie Purcell at melanie.purcell@tennessee.edu or 865-974-9829 for more information.

Coming Soon! Live Chat On MTAS Web site



Beginning on **September 8**, we will be offering a live chat feature on our Web site to give you one more way to contact MTAS. Please come to the Web site on September 8 and give it a try!

Look in the Book ...The MTAS Municipal Handbook

*Dennis Huffer, MTAS
Legal Consultant*

If you have a question about municipal authority, more than likely the new and improved version of MTAS's Municipal Handbook has the answer. Even municipal experts find new information in the pages of the Handbook. The new edition has been made more user friendly by the inclusion of more citations to other publications that cover subjects in more depth and an improved, more comprehensive index. This is the essential desk reference book for cities in Tennessee.



Do you know when a governing body must hold a public hearing before passing an ordinance? When a proposed purchase must be preceded by advertisement and competitive bidding? Where a municipality may invest its idle funds?

All this and much, much more is covered. If there is one book municipal officials and employees should keep in reach, this is it. Get it, consult it, learn from it.

Sample from table of contents:

- State constitutional provisions
- Elections
- Forms of Government and Governing Bodies
- Personnel
- Streets and Other Public Ways
- Code Enforcement and Building Inspection
- Countywide Growth Plan, Annexation, Boundary Adjustments, Dissolution
- And more.

[Click here](#) now to read or download this valuable publication.

MTAS Staff Highlight

Meet Warren Nevad, MTAS Municipal Management Consultant



Warren Nevad is a Municipal Management Consultant in the Cumberland Plateau/Southeast Tennessee area. Warren has been with MTAS since 1999 and says he enjoys his time in the field serving his cities.

Nevad received his master's degree in public administration from Florida Atlantic University. He also earned a bachelor's degree in business administration from the University of Georgia. Prior to coming to MTAS he served as city manager in Sugar Hill (Gwinnett County), Georgia. "I was fortunate to be an Atlanta-area city manager during the 1996 Atlanta Olympics. Those were great times and my experience in Sugar Hill helped prepare me for my work with MTAS," he says. Prior to his tenure in Georgia, Nevad was an assistant city manager for Golf, Florida, and finance director in Pahokee, Florida. "During my time in Florida, I coached Little League baseball and taught for Junior Achievement. Through my work in Florida I gained experience with local government growth management, utilities and strategic planning."

Nevad says no two cities are alike and he really enjoys wearing different hats for the cities he serves. He enjoys meeting new officials and helping them get started on the right foot in their job as an elected official. Nevad's specialty recently has been renewable energy, particularly biofuels and forestry. "I heard Beth Phillips from IPS give a presentation about switchgrass and ethanol, and she made me realize how alternative fuels for my territory would be a great opportunity. Subsequently, several mayors and I started a nonprofit organization to promote renewable energy."

In his spare time Nevad enjoys the mountains, hiking, college and professional football, and watching his daughter Hillary run track. He and his wife Suki love to travel and go bargain shopping. "I go wherever she tells me."

Nevad may be contacted at warren.nevad@tennessee.edu or 865-974-9839.

Tennessee Municipal League Policy Committees Meet to Set 2010 Legislative Priorities

TML Policy Committees will meet on Thursday, October 1, 2009, at 10 a.m. in the TML building located at 226 Capitol Boulevard in Nashville. The meeting will begin the process by which TML's legislative priorities are established for the Second Session of the 106th General Assembly that begins in January 2010.

As in past years, there will be four policy committees: Finance and General Administration; Public Safety; Utilities, Environment and Transportation; and Economic and Community Development. The four policy committees will meet simultaneously.

The first order of business for each policy committee will be to review any legislative priority, within its purview, that was not enacted in the 2009 session and to recommend whether such an initiative should be preserved, altered, or abandoned in 2010. Once the committees have made their determinations regarding the initiatives held over from 2008, the committees will entertain presentations of new proposals. Following the presentations, the committee participants will rank all new proposed initiatives.

Only initiatives sponsored by a city or town and submitted, in writing, to TML by **September 17** will be considered by the policy committees. A city also may submit its initiative proposal to an MTAS consultant by **September 10**. The form for submitting a proposal can be found [here](#).

MTAS consultants to contact are:

Finance/General Administration	Ralph Cross , Margaret Norris
Economic and Community Development	Don Darden , Gary Jaeckel
Public Safety	Rex Barton , Ray Crouch , Gary West
Utilities/Environment/Transportation	Melissa Ashburn , Ron Darden , Steve Wyatt

Once all committees have concluded their work,

(Continued on page 4)

Minimum Firefighter Training Standards Bill

Gary West, MTAS Fire Management Consultant

On August 4, 2009, Governor Bredesen signed the Minimum Firefighter Training Standards bill into law assuring that firefighters in Tennessee are properly trained to recognized minimum standards. This new law is expected to improve safety for firefighters and save lives as it defines what a firefighter is and what minimum standards must be met to be a firefighter. Most of the 732 fire departments in Tennessee already are meeting or exceeding these standards, and the Tennessee Fire and Codes Academy is working to train instructors and provide hand-off courses to make these standards achievable for even the most rural fire departments.

Many of you have asked questions about what this bill says and what you need to do to meet it. There also are questions about whom it applies to and which counties have been exempted from minimum fire training standards. Many fire departments are also asking questions about how counties can be taken off the exempted list. Most of these questions can be answered by reading the bill summary linked below.

We also have heard comments about some counties having trained firefighters while others are not required to have any training. This does become a little complicated and we will try to answer your questions based on individual counties. Look for additional information on training from the Academy in the near future.

For more information on this legislation, [click here](#) to read or download the MTAS Hot Topic by Ray Crouch, MTAS Fire Management Consultant.

[Click here](#) for a summary of the bill signed by Governor Bredesen.

For questions, you may contact either Gary West at gary.west@tennessee.edu or 865-974-9843, or Ray Crouch at ray.crouch@tennessee.edu or 615-532-4950.

(TML continued from page 3)

participants will come together for lunch and a program (to be announced). Every effort will be made to complete the agenda before the afternoon rush hour. A detailed schedule will be provided at a later date.

Registration information is available by [clicking here](#).

For more information on the TML Legislative Committee process, please contact Chad Jenkins, TML Deputy Director at cjenkins@tml1.org or 615-425-3904.

Fire Departments: What Everyone Should Know (MTAS MAP Class September 2009)

In this class, MTAS fire consultants will provide information to city officials concerning fire department policies, operations, procedures and needs. Fire chiefs, senior fire officers, city recorders, clerks, purchasing and human resource employees of cities need to know what current information is available to fire departments. This will enable department heads and employees to coordinate their efforts with their fire departments and elected officials.

The class covers management, vehicles, staffing, and operations of a fire department and alternative methods of service delivery. Career, volunteer, and combination staffing will be discussed, including the advantages and disadvantages of each of the three staffing methods.

Fire department operations commonly are misunderstood. This is your chance to get a “big picture” look at the fire department in a condensed format. Here are the dates and locations:

Jackson	September 1
Lakeland	September 2
Franklin	September 3
Johnson City	September 8
Knoxville	September 9
Collegedale	September 10

Click here for the [registration brochure](#). For more information call the Knoxville office at 865-974-0411.

New MTAS Publications

Creating Effective Citizen Advisory Committees: Using Short-term Advisory Committees to Help Solve Local Problems

David Angerer, MTAS Municipal
Management Consultant

Firefighter Minimum Training Law: Public Chapter 512-2009

Ray Crouch, MTAS Fire Management Consultant

Municipal Handbook

Dennis Huffer, MTAS Legal Consultant

Tennessee Public Acts 2009: Summaries of Interest to Municipal Officials

Josh Jones, MTAS Legal Consultant

Unemployment Insurance: Recent Legislative Changes

Gail Cook, MTAS Finance and
Accounting Consultant

Latest Additions to the MTAS Library August 2009

[Click here](#) to read or download the list of newly added materials from July 2009.

This list includes print and electronic materials that are available for your use through the MTAS Library. Electronic materials are available by clicking on the link provided in the listing.

If you would like to obtain any of the print or audiovisual materials shown on this list, please contact Becky Smeltzer, MTAS Technical Services Librarian, at becky.smeltzer@tennessee.edu or 865-974-9841.

From the Attorney General ...*Josh Jones, MTAS Legal Consultant****County Fairs Within City Limits****(Opinion No. 09-113)*

A city may require a county that owns and operates a fairground within the city limits to pay for utilities for those services so long as the county is charged the same rate as other customers. However, a city may not require a county to pay for additional police services without a contract between the two entities.

Landfill Publication and Notice Requirements*(Opinion No. 09-115)*

The publication and notice requirements of the “Jackson Law” do not prohibit simultaneous publication of the notice of the proposed landfill and notice of a public hearing. The only information required in the submission of a plan under the Jackson Law is that which enables the local government to assess the statute’s land use criteria.

Cities Cannot Regulate Firearms Through Beer Ordinance*(Opinion No. 09-118)*

A municipality has no authority to regulate the use of firearms through a local beer ordinance. The state has pre-empted the field of handgun regulation.

Establishment of Traffic Schools*(Opinion No. 09-119)*

A city court established pursuant to T.C.A. § 55-10-307 and its city court clerk are bound by the state law regarding the establishment and administration of traffic schools.

Removal of Water/Wastewater Authority Commissioner*(Opinion No. 09-120)*

The provisions of T.C.A. § 68-221-505(d)(3) apply to the removal of a water and wastewater authority commissioner. These include notice, opportunity for public hearing, and a two-thirds vote of the governing body that approved the appointment of the commissioner. There is no authority for a mayor to temporarily appoint a person to a vacant seat.

Tennessee Attorney General Rules on School Use of Public Parks in Which Handguns are Permitted*Josh Jones, MTAS Legal Consultant*

The Tennessee Attorney General recently ruled that nothing in Public Chapter No. 428 of the 2009 Public Acts of Tennessee, commonly known as the “guns in parks bill,” prohibits schools from using athletic fields or recreational facilities in public parks where handgun carry permit holders may lawfully possess firearms. However, the opinion also states that during times when an athletic field or other recreational area in a park is in use by a school, handgun carry permit holders are prohibited from possessing firearms in that park.

For the full text of Opinion No. 09-129, go to

<http://www.tn.gov/attorneygeneral/op/2009/OP/OP129.pdf>

Also read article in August 10, 2009, *Tennessee Town and City*:

http://www.tml1.org/pdf/up/2009_-Aug_10,_2009.pdf

(Tennessee Municipal League)

Fire Chief Orientation Course Helps Fulfill the 16 Hours of Training Required for All Fire Chiefs Appointed After July 1, 2006

This series provides the training required to meet the Assistant to the Commissioner training law passed in 2006. **All chief officers from recognized Tennessee fire departments hired or elected after July 1, 2006, must complete 16 hours of training.**

The series includes a variety of subjects including legal, budgeting, human resources, safety, state requirements, TFIRS, water utilities, etc. This series of courses may be offered at Tennessee Fire Service and Code Enforcement Academy or in local jurisdictions. The last two courses of 2009 are:

September 12-13	Springfield Fire Department
October 3-4	Cookeville High School

For a class schedule or to register online, visit the Tennessee Fire Service and Code Enforcement Academy Web site at <http://tn.gov/commerce/sfm/tfaca/AssistantCommissionerTrainingInfo.shtml>.

MTAS Training Classes

Municipal Administration Program

Fire Departments: What Everyone Should Know

Jackson	September	1
Lakeland	September	2
Franklin	September	3
Johnson City	September	8
Knoxville	September	9
Collegedale	September	10

[Registration brochure](#)

Elected Officials Academy Level II

Public Works and Council at Work Livingston City Hall	September	22
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Basic Municipal Court Clerk Class

Smyrna	October	14
Cookeville	October	15
Bartlett	October	21
Jackson	October	22
Collegedale	October	27
Knoxville	October	28
Johnson City	October	29

[Registration brochure](#)

SOLUTION POINT

How to Access Your Class Transcript

Have you taken MTAS training classes? Do you know how many and which MTAS training classes you have taken?

Here are step-by-step instructions to make accessing your transcript easy.

1. Go to the SolutionPoint Web site:
<https://saba7.sabaondemand.com/Saba/Web/SolutionPoint>
2. Login using the username and password you were given by MTAS. If you do not have a password, please contact our office at 865-974-0411.
3. Once you have logged in you will see four gray tabs across the top left side of the screen. Click on **“My Learning.”**
4. Once the **“My Learning”** tab has opened, you will see your current enrollments.
5. To access your transcript click on the link on the left sidebar titled **“My Transcript.”**
6. Once your transcript page has opened make sure to delete the dates in the **“Completion Date before”** and **“Completion Date after”** boxes. Then click **“Search.”**
7. This transcript should include your full history of classes taken with MTAS.

If you need an official transcript to be sent to an association, please contact our office at 865-974-0411 and we will be happy to assist you.

MTAS and TAMCAR to Conduct the Fall 2009 Municipal Clerks and Recorders Institute and Academy

The fall 2009 TAMCAR Institute and Academy for Tennessee clerks and recorders, under the direction of MTAS, will run concurrently September 23 - 25 at the Cool Springs Embassy Suites Hotel in Franklin. [Click here for registration brochure.](#)



The Institute and Academy sessions give clerks and recorders job-related education toward their state and International Institute of Municipal Clerks (IIMC) certification. This training is required by T.C.A. § 6-54-120, requires municipal clerks and recorders to become certified by completing 100 hours of education. The legislation also requires that the certification be maintained by obtaining 18 hours of continuing education every three years.

Calendar of Events

September 12-13

Fire Chief Orientation Course
(Springfield Fire Department. See page 5 for details.)

September 12-16

International Personnel Management Association-HR
Annual Conference (Nashville)

September 13-17

International City Management Association Annual
Conference (Montreal, Quebec, Canada)

September 13-16

American Public Works Association
(Columbus, Ohio)

September 14-15

Governor's Conference on Economic and Community
Development (Nashville)

September 23-25

Certified Municipal Clerk Institute and Master
Municipal Clerk Academy (TAMCAR) (Franklin)

September 23-25

American Planning Association. Tennessee Chapter.
Fall Conference (Chattanooga)

MTAS Staff Vacancies

MTAS has the following openings in our
Knoxville office:

- IPS Consultant II. MTAS Legal Consultant
- IPS Consultant II. MTAS Training Consultant
- IPS Consultant III. MTAS Management Consultant

For complete descriptions of these positions, please
visit the MTAS Web site at ["View job listings"](#) or
call the Knoxville office at 865-974-0411.

City of Kingston Department Heads Put Together an MTAS MMA-inspired Project

Joyce Lewis, Executive Assistant to the
City Manager, Kingston

After attending the MTAS Municipal Management Academy
Level 1 and Level 2 leadership training courses, the city of
Kingston department heads began looking for a project they
could work on together. Fire Chief Willie Gordon proposed the
idea of building a new city pavilion. He floated the idea with
the others and it was well received. The plan quickly began to
take shape.

City department heads would secure donations of materials and
services "at cost" from various suppliers and contractors and
raise additional funds through a series of weekend fund-raisers
including bake sales, rummage sales, motorcycle poker runs,
road blocks and other events. The estimated cost of the
pavilion, which is being designed to seat about 350 people, is
\$50,000. The pavilion is scheduled to be completed by
June 2010, just in time for the city's annual July 4th cookout.
So far, the group has raised about \$12,000 and has
commitments for most of the equipment, materials and
services needed.

According to Mayor Troy Beets, the department heads came
up with the idea
entirely on their
own. "Where else
have you ever seen
anything like this?"

the mayor asked.
City Manager Jim
Pinkerton added
that "This group
just continues to
impress on one
thing after another.

The city is blessed to have them."



Pictured left to right: Rick Ross, Parks & Recreation
Director; Mike Jolly, Wastewater Treatment Plant
Manager; Jim Washam, Police Department Chief; Joyce
Lewis, Executive Assistant to the City Manager; Robbie
Humphreys, Water Distribution and Collection Manager;
Carolyn Brewer, Director of Finance; Tim Clark, Public
Works Director; Steve Jacks, Kingston Library Director;
and Willie Gordon, Fire Department Chief (who came up
with the idea to replace the pavilion).

"Municipal E-News" is provided by the University of Tennessee Municipal Technical
Advisory Service in an effort to meet the challenge of providing timely, valuable information
and assistance to Tennessee cities to build better communities.

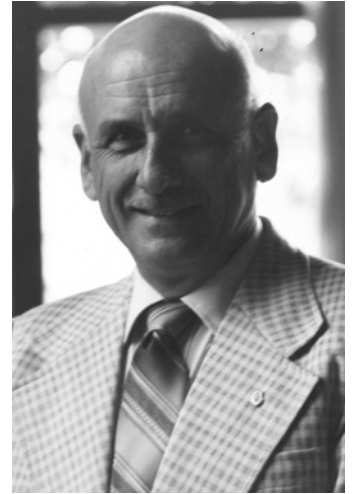
If you have any questions or comments related to this newsletter please contact
Frances Adams-O'Brien at frances.adams-obrien@tennessee.edu.

... in cooperation with the Tennessee Municipal League

In Memory of A.C. Lock, Jr.

January 10, 1925 – August 14, 2009

Aaron Charles (A.C.) Lock, Jr., former MTAS Engineering and Public Works Consultant, passed away in Claremore, Oklahoma, Friday, on August 14 at the age of 84. Lock was a native Oklahoman and graduated from Sequoyah High School in Claremore. In an article written by Judy McGill in *Tennessee Public Works*, Volume 8, Number 1, May/June 1990, A.C. said “Jessie Lee (his wife) and I graduated from high school at the same time.” “We were 2/7ths of the total class. She was the salutatorian; I failed to show, but I wasn’t 7th!” (If there was one thing for sure that A.C. was well known for it was his sense of humor.) Drafted in 1943, A. C. served as an engineer paratrooper with the 101st Airborne Division during World War II and fought in several battles including the Battle of the Bulge. According to the 1965 resume MTAS has on file he was a member of a unit that won two Presidential Citations, and three foreign decorations. After the war, he returned to Oklahoma where he worked, went to school and graduated from Oklahoma A.& M. (now Oklahoma State University) with a B.S. degree in civil engineering. Lock then worked for the Corps of Engineers, and went on to work as city engineer in the cities of Claremore, Cushing and Stillwater, Oklahoma.



Lock began his career at MTAS on September 1, 1965, as an urban growth consultant with an office in Memphis. In 1973, he changed roles. According to Frank Kirk, former MTAS Engineering and Public Works Consultant (now deceased) in an article written for *Tennessee Public Works*, Volume 8, Number 3, September/October 1990, “when MTAS expanded its services by adding a second engineering and public works consultant to cover the west half of the state, A.C. was the man for the job.” Frank also wrote, “Professionally A.C. has received state and national recognition as a public works leader. He has been a member of APWA since 1964 and a driving force for the Tennessee Chapter. In 1983, he received the prestigious Harry S. Swearingen Award for contributions to APWA. In 1989, he received the Tennessee Chapter’s award as ‘Public Works Man of the Year.’ When a city or TCAPWA needed help to get something done, A.C. got the call.” Lock spent 25 years with MTAS giving assistance to over 160 cities in West Tennessee. He retired on August 31, 1990. Even after Lock retired and he and Jessie Lee moved back to Oklahoma, he continued to support the University of Tennessee and was a regular at the IPS conferences until his health prevented him from attending.



Lock would be pleased with his work accomplishments, but without a doubt his main focus in life was what he could do for people. He was a person full of concern for others. He was always cheerful, laughing and carrying a camera around his neck to take a picture or two. He was truly glad to see everybody and, in his slow, southern Oklahoma drawl, he loved to tell stories. He enjoyed life and wanted others to enjoy it too. He was a staunch Southern Baptist and Democrat but would give others a chance to express their opinions. Typical of all the more memorable MTAS consultants, A.C. somehow got in some funny situations and each person that knew A.C. has fond memories of something he had done or told. Even with him gone, we can still go on remembering those stories and smiles. It seems only fitting to end this tribute to A.C., by sharing with you the thoughts of some of the folks who worked with him for years at MTAS.

A.C. Lock was one of the best people I've ever had the privilege of knowing. He was a joy to work with and a good friend as well. He had a gift for making people laugh, very often at his own expense. When he and Jessie Lee moved back to Oklahoma, the sun got a little dimmer in Tennessee. He'd been retired for 19 years and people who knew him still ask about him. - Brenda Moss, Administrative Support Assistant III, UT-IPS, Jackson, worked with A.C. for 14 years.

A.C. was one of the most compassionate people I've ever known. That's what I'll remember most about him.

- Mike Pentecost, Retired MTAS Finance and Accounting Consultant, West Tennessee

...affable, courteous, deferential, dutiful, kind – they certainly rank among the elite of those who personify southern culture, hospitality, and the MTAS service ethic.

- Dr. Odell Miner, Former MTAS Executive Director, describing A.C. and his wife, Jesse Lee.



A.C. was a dedicated MTAS consultant who enjoyed his job and had a positive view of life, work and family and this made him a very popular person. He was a true southern gentleman and was not hesitant in telling you of his dedication and love for his country, family and God.

- Ann Lowe, Retired MTAS Office Manager, Knoxville, worked with A.C. the entire time he was at MTAS.

A.C. Lock was truly an unforgettable character. He was a very kind and considerate man and he and his wife Jessie Lee were two people you always looked forward to seeing and being with. On the funnier side, even though A.C. was an engineer, he had absolutely no sense of direction. He is the only man I know who could get lost going from the office to his home! We will miss him. - Mike Tallent, MTAS Executive Director.

I always remember what A.C. would say to me and to everybody he visited with and was about to leave and that was 'goodbye friend,' and I knew he really meant I was his friend. - Sid Hemsley, MTAS Legal Consultant.

For those of us who knew A.C. best, we not only were lucky to have such a fine person to work with, but we were so blessed to have a true friend. So we will end this tribute to A.C. by saying to him what he always said to us, "Goodbye Friend."

A memorial service for A.C. was held in Claremore on August 22 at the Sequoyah Baptist Church. Memorials may be made to the Sequoyah Baptist Church, 14502 S. 4170 Road, Claremore, OK 74017.

Tribute prepared by Armintha Loveday, MTAS Administrative Specialist II.