



TOWN OF SMYRNA
TOWN COUNCIL
SPECIAL-CALLED MEETING
MINUTES



March 27, 2026

8:00 AM

Smyrna Town Hall

1. Public Comment

There were no public comments at this time.

2. Call to Order

Mayor Reed called the meeting to order at 08:03 AM.

3. Old Business

There was no Old Business for consideration at this time.

4. New Business

Deliberation and decision on the following items relative to the Town Attorney position:

- **Finalize interview questions with MTAS Municipal Management Consultant, Patrick Marsh.**
- **Complete Rater training with MTAS HR Consultant, John Grubbs.**
- **Determine expectations for the candidate presentation (with input from Jeff Peach).**
- **Determine the written assignment (with input from Jeff Peach).**
- **Discuss how and with whom candidates will meet among department heads/directors.**
- **Narrow down the applicant pool for interviews.**
- **Consider Employment Agreement terms.**

At this time, the Town Council collectively deliberated and unanimously determined interview questions with the assistance of MTAS Municipal Management Consultant, Patrick Marsh, and then completed the Rater training facilitated by MTAS HR Consultant, John Grubbs.

Next, the Town Council determined the universal candidate presentation and written assignment criteria suggested by Town Attorney, Jeff Peach.

Next, the Town Council discussed how and with whom candidates would meet among department heads/directors.

Next, the Town Council, with the assistance of Town of Smyrna HR Director, Jeff Craig, reviewed the applicant pool and unanimously narrowed the list to the five (5) candidates that would advance to the interview phase.

Lastly, the Town Council reviewed Employment Agreement terms drafted by Town Attorney, Jeff Peach, with the assistance of HR Director, Jeff Craig.

5. Other

There was no other business before the Town Council at this time.

6. Adjournment

Without objection, the meeting was adjourned at 11:24 AM.

Attest:



Amber Hobbs, Town Clerk

Town of Smyrna, Tennessee



Mary Esther Reed, Mayor