

**CITY OF ETOWAH, TENNESSEE
COMMISSION MEETING**

Record of Minutes of Regular Meeting Date April 24, 2017 Sheet No. 1 of 7

A regular meeting of the Etowah City Commission was held on Monday, April 24, 2017 at 6:30 p.m. in the Meeting Room of the Etowah Community Center located at 155 Robinson Street, Etowah, Tennessee. Members present were; Commissioner Burke Garwood, Commissioner David James, Mayor Gene Keller, and Vice-Mayor Jim Swayne and Commissioner Jason Cardin. Also present were Recording Secretary Eva Valentine, Finance Director Rebecca Penney, and City Manager Tina Tuggle.

Mayor Gene Keller called the meeting to order followed by Public Works Director Ingram, leading the prayer, and the Pledge of Allegiance to the American flag.

APPROVAL OF THE MINUTES

A motion was made by Commissioner Cardin to approve the previous minutes of the regular meeting held on Monday, March 27, 2017 and Commissioner Cardin seconded the motion and motion carried with a unanimous vote.

A motion was made by Commissioner James to approve the previous minutes of the public hearing held on Monday, March 27, 2017 and Commissioner Cardin seconded the motion and motion carried with a unanimous vote.

- a.) Ms. Annabelle Webb— Area Specialist | Chattanooga, TN – Rural Development

Ms. Annabelle Webb, and Ms. Lisa Hewitt from THDA and Mr. Chuck Hammonds of the SETDD came before the Commission and presented an overview of the Home Ownership Subsidy Recovery Program for low income families and shared the opportunities available to the community through this program. There was discussion of a future community meeting to promote local awareness and participation.

- b.) Consider Disposition or Creating Display Area for Antique Fire Truck on Site of Vacant Fire Hall (possible park)

Commissioner James made a motion to table the discussion of the proposed display area for the antique fire truck until the facilities meeting scheduled for May 4, 2017 and Mayor Keller seconded the motion and motion carried.

- c.) Obtain Approval to Solicit Bids to Add 2 Additional Bays to Fire Hall # 2 (Included in proposed 17/18 Budget)

Commissioner Cardin made a motion to approve solicitation for bids to add two bays to the firehouse located on Robinson Street and Vice-Mayor Swayne seconded the motion and motion carried.

- d.) Obtain Approval for Soliciting Bids to Repair Soffit for Post Office

Vice-Mayor Swayne made a motion to approve solicitation for bids to repair the soffit for the Post Office and Commissioner Garwood seconded the motion and motion carried.

- e.) Discussion and Approval to Solicit Bids for Termite Damage to Post Office

Commissioner James made a motion to approve the purchase of termite coverage for the Post Office and Vice-Mayor Swayne seconded the motion and motion carried.

- f.) Discussion and Approval to Solicit Bids for ADA Ramp Access to Library Lift

Commissioner Garwood made a motion to approve the solicitation of bids for the ADA Ramp Access to the Library lift and Commissioner Cardin seconded the motion and motion carried.

- g.) Discussion and Approval of Add-On Costs to Splash Pad Recirculation System per the Etowah Utilities Board for Splash Pad (see enclosed quote)

Commissioner Garwood made a motion to approve the additional costs of \$3,875.00 for the Splash Pad Recirculation System and Vice-Mayor Swayne seconded the motion and motion carried.

- h.) Reconsideration of Resolution 1170 (Compensatory Time)

Commissioner James made a motion to retain Resolution 1170 and Commissioner Garwood seconded the motion and motion carried.

- i.) Reading of "Monarch Pledge Day Proclamation"

Mayor Keller read the "Monarch Pledge Day Proclamation and recognized Etowah as being one of four cities in Tennessee to make this Proclamation.

- j.) Discussion of Ordinance 797 in Regard to Sanitation Fees Being Pro-Rated (per Mayor's request)

ORDINANCE NO. 797

AN ORDINANCE TO AMEND CHAPTER 50, SECTION 50.05 B (3), 50.06 (B) (4) AND 50.08 OF THE ETOWAH MUNICIPAL CODE.

Vice-Mayor Swayne made a motion to cease the pro-rating of sanitation fees for the City of Etowah and Mayor Keller seconded the motion and motion carried with a four to one vote with Commissioner Garwood voting nay.

- k.) Consideration and First Reading of Ordinance 801

ORDINANCE NO. 801

AN ORDINANCE AMENDING CHAPTER 91: HEALTH AND SANITATION; NUISANCES BY ADDING SUBSECTION 91.08 UNLAWFUL DISPOSAL OF RUBISH.

Commissioner James made a motion to approve Ordinance 801 and Commissioner Cardin seconded the motion and motion carried with a four to one vote with Commissioner Garwood voting nay.

- l.) Amendment to City Manager Agreement to remove clause requiring City Manager to live within Etowah city limits (per mayor request)

After much discussion Commissioner Garwood made a motion to request/require the City Manager to live within the city limits of Etowah and Vice-Mayor Swayne seconded the motion, motion failed and no action taken with a vote of two for and two against and one abstain by Commissioner Cardin.

- m.) Schedule Six Month Review of City Manager (Tentative Date May 22, 2017-Regular Commission Meeting-Margaret Norris of MTAS)

There was a consensus by the Commission to hold the six month review of the City Manager on Thursday, May 18, 2017, it was later decided to conduct review during the regular monthly commission meeting.

7. OLD BUSINESS

8) Consideration and Second Reading of Ordinance 799

ORDINANCE NO. 799

**AN ORDINANCE TO AMEND THE OFFICAL ZONING MAP TO REZONE
1.07 ACRES OF PROPERTY ON CARDIN STREET FROM R-2 (MEDIUM
DENSITY RESIDENTIAL DISTRICT) TO M-D (MEDICAL DISTRICT),
SAID AREA BEING LOCATED WITHIN THE CORPORATE LIMITS OF THE
CITY OF ETOWAH, TENNESSEE.**

A motion was made by Commissioner Garwood to approve Ordinance 799 and Mayor Keller seconded the motion and motion carried with a unanimous vote.

- 9) Discussion of Moving all Public Meetings and City Court to the Community Center and Adding Additional Office Space to City Hall (per direction of mayor)

A motion was made by Commissioner Garwood to table the discussion of moving all public meetings and city court until after the facilities meeting and Mayor Keller seconded the motion and motion carried.

- 10) Update on Hazardous Waste Event Held on April 1, 2017 (Billy Ingram)

Mr. Billy Ingram stated this was the first event for Etowah and reported that 22 customers participated with the intake of various materials including 194 lbs. of flammable materials, 173 lbs. of poisonous materials, 24 lbs. aerosols, and 352 lbs. of oxidation materials and 10 lbs. of sharps. He extended his thanks to Ms. Sandy Moore of Keep McMinn Beautiful and Ms. April Johnson for their support. He also reported 527 customers participating in the recycling program which deferred 15.5 tons from the landfill.

11) CITY MANAGER'S REPORT

City Manager's Report March 26, 2017 – April 21, 2017

1. The Library lift is currently being installed and all is on schedule at this time. Within your packet you will see details as to the issues that we need to address with the ADA ramp. I have provided estimated costs and ask that I be given approval to obtain bids for the completion of this work.
2. As of today Monte has taken down the 2 chimneys on the back side of City Hall/Library and is beginning to make repairs to the soffit. The bricks are being picked up by public works as they have time and are storing them in the old barn for the time being.
3. As you were notified, the post office has had an infestation of termites. The building has been treated, and the determination cuts in the walls have been completed. It has been determined that there is damage to the stud walls and will require repair. I will be asking on the agenda that the commission issue approval to obtain quotes for the repairs. As you will also note, a request to approve solicitation for repair costs for the soffit at the post office is included as well. The dock area was repaired last summer. This would be to repair and replace the other locations.
5. As previously advised, Rebecca and I met with Kathy Price, Mayor Gentry and John Goins as to the land acquisition I have included within your budget packet two preliminary options to pay for the land and repayment to EUB. Please note this is only proposed and will be a vital part of the budget meetings.
6. Parks and Rec department has completed the 6th baseball dugout repairs.
7. The bay garage door at the Community Center will be installed on Monday April 24th
8. Within your budget packet you will find details as to preliminary ideas and costs for the relocation of the fire equipment to Fire Hall #2. I will be asking Commission to authorize obtaining quotes as to this proposed project so that we will have a firm number should this be something you wish to address with the 2017-2018 budget. The preliminary budget costs and details will be within your budget packet.
9. As I mentioned in a weekly update, we are also considering a permanent location for the antique fire truck to be on display for the community. It is currently stored in the old fire hall and per the Mayors' request, we have included it on tonight's agenda for discussion of this option or disposition. I have enclosed a sheet with details of a preliminary idea that Billy, Chris and I have come up with.

10. You will find in the packet the presentation of the proposed 2017-2018 budget. With this presentation you will find proposed wages, proposed tax increases, proposed sanitation increases, a salary survey, land acquisition payment plans, costs associated with the projected costs of hiring one (1) additional Fireman and one (1) additional Police officer.

11. The Ford Taurus (Silver) was repaired and is in working condition and we will begin using this on a weekly basis to take bank deposits, as an extra city car to employees to drive to training events etc.

12. Mr. Hamilton has made the required repairs to the 917 Washington property as per his contract with the city. Repairs to the fence (Webb property) has been repaired. The public works department has installed a drain tile in the alley way behind this property to resolve the issues with drainage. Ms. Webb is still concerned as to this and we have advised that we will continue to reevaluate this tile and level out as it settles.

13. The antenna from the old fire hall was partially taken down on Thursday of last week, and the remainder will be taken down after determination is made on the fate of the old fire hall as the antenna was installed through the soffit and gutter system.

14. Due to the receipt of a beer application and timing constraints for the advertising of the Beer Board Meeting the next beer board will be held on May 1st. Eva will provide you with the packet and all details once application has received internal approval as required.

15. As mentioned in weekly update the equipment for the upgrades to the splash pad have arrived and installation will begin next week. However, we have been advised that the utility department requires that we install a backflow preventer and a storm water diverter. Please note that the two items listed herein are not included in the original bid and would be an added on expense. A copy of the quote has been included within your packet. As you will note the quote is for \$3,875.00. However, please notice there is the possibility of this going up by \$2,000.00 should they determine that a different valve is required. This cannot be done until they are in the digging process.

16. Within your packet you have received an enlarged copy of the Deed for the Library/City Hall property as I am sure this will be of a concern with the discussion of the office/storage space.

17. On the agenda you will see that we are needing to discuss Ordinance 797 as to Sanitation Fees. This is not a budget issue at this time. However, while looking at revenues for Sanitation it was determined that our residential rates were not meeting budgeted goals for revenue. After receiving billing confirmation from both Billy Ingram and the Utilities it was determined that residential customers are receiving as prorated billing should they move in or out of location during the term of the billing cycle. As the Mayor and I discussed, the Ordinance does not spell out that the amount will be prorated. If it is so decided to allow the proration of the Sanitation rates on residential I will need to make adjustments to the proposed revenue of the 2017-2018 proposed budget. As per our calculations the proration of the current Sanitation billing is a loss of approximately \$3,600.00 per fiscal year.

18. As I am now doing a weekly update to all Commission I would like to ask that I provide a week on Tuesday of every week except for the week of Commission meetings due to the fact that I try to update you to the last available minute on Friday afternoon before packets. If this is not acceptable I will still provide you with a small weekly/1 day update. Please advise what you prefer.

19. Notification today the paving company which did utility patch will do a 2 inch repave on 8th Street and on 11th a complete 2 inch repave as well.

20. Property on 8th Street damaged by fire – We have made contact with owners and should hear back from them within 7 to 10 days.

1) PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

Com. Dev. Director Chris Ingram presented the option to sell the Etowah property located at 1412 Athens Pike for the amount of \$6,000.00.

Commissioner James made a motion to sell the 1412 Athens Pike property for the amount of \$6,000.00 and Commissioner Garwood seconded the motion and motion carried with a unanimous vote.

Com. Dev. Director Chris Ingram suggested the Commission approve obtaining an appraisal of seven acres of city property located on County Road 609 to be sold.

Commissioner James made a motion to approve obtaining an appraisal for the property located on C.R. 609, (old city dump) and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.

Com. Dev. Director Chris Ingram also reported that Mr. Tim Cathey is requesting the Commission to allow the temporary signage for United Wholesale displaying as a “Relocation Sale” to remain on display until June 15, 2017 at which time he will remove.

Commissioner James made a motion to grant this request with a pickup date for the signage to be no later than June 15, and Commissioner Cardin seconded the motion and motion carried with a unanimous vote.

2) UNSCHEDULED ITEMS

Commissioner Cardin reminded everyone of the Waupaka Fun Day scheduled for Saturday, April 29, 2017 at the Depot.

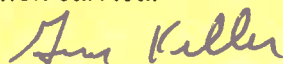
Commissioner James commended Mr. Billy Ingram on the recycling project and was pleased with the schedule for the asphaltting priorities for the City. He also mentioned the large hole in the middle of Hwy 411 and a separate issue on 6th Street. Mr. Ingram stated he would contact the state to report the 411 issue as well as the bridge located on 411 North which appears to be separating.

Vice-Mayor Swayne suggested moving the “petitions and communications from the public” to the start of the meeting for the next month as a trial run. The Commission agreed to do so.

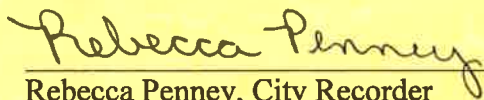
Commissioner Garwood requested that someone from the City investigate and determine who owns the property located between Ninth and Tenth Streets. A local citizen is interested in purchasing and demoing the structure located on the property.

3) ADJOURNMENT

A motion was made by Mayor Keller to adjourn and Commissioner Cardin seconded the motion and motion carried.

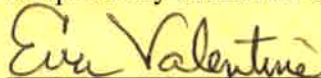


Gene Keller, Mayor



Rebecca Penney, City Recorder

Respectfully submitted by:



Eva Valentine, Recording Secretary