



**CITY OF ETOWAH, TENNESSEE
COMMISSION MEETING**

**Record of Minutes of: Regular Commission Meeting
Meeting Date: January 28, 2019**

Regular Scheduled Meeting

Call to Order

Mayor Garwood called the regular scheduled meeting into order.

Roll Call

The mayor and all commissioners were present.

Prayer

Public Works Director, Billy Ingram, led a prayer.

Pledge of Allegiance

Approval of the Minutes – Regular Scheduled Meeting 12/14/2018

*Commissioner Keller made a motion to approve the minutes. Commissioner Swayne seconded.
All Ayes.*

New Business

a) Consideration and Passage of Resolution 1214

Mayor Garwood moved this to the end of the meeting.

b) Purchase of Turnout Gear for the Fire Department

*Commissioner Swayne made a motion to approve the purchase. Commissioner Keller seconded.
Commissioner Casteel asked if this was budgeted for. City Manager Tuggle confirmed that there will be
enough in the budget for this gear. Commissioner Casteel asked Fire Chief Adam Hafley if they are
currently short on staff and asked if they were, would they need to order more. Hafley said that the prices
given were only good through the end of 2018 and therefore wouldn't apply to any future orders. All Ayes.*

Discussion of Mayor serving on Economic Development Board

Mayor Garwood spoke about how this would not be restricted to just himself, but would apply to himself and all future mayors for the City of Etowah. Mayor Garwood explained that Bobby Lambert who had served in this position for years is retiring. He suggested that this would be a way to keep this spot filled in the future. Mayor Burke Garwood made a motion to approve. Commissioner Casteel seconded. All Ayes.

c) First Reading Ordinance 831 (animals)

Commissioner Keller asked what animals brought this ordinance to be. Sgt. Daniel Hampton replied that there were many animals that caused this ordinance to get into motion, including lizards, frogs, etc. City Manager Tuggle discussed that there already existed an ordinance for exotic animals, this ordinance simply adds reptiles, etc. Commissioner Miller asked how this ordinance would be regulated. Public Works Director Ingram discussed the customer interaction that the animal control department planned on. Ingram said there will be plenty of educational opportunities in the future to provide knowledge to the citizens.

Commissioner Swayne made a motion to approve. Mayor Garwood seconded. All Ayes.

Commissioner Casteel asked if there would be an option for being grandfathered in. City Manager Tuggle said there wouldn't be – if someone owns an animal that falls under this ordinance, it would need to have a permit.

d) Approval of the Budget Calendar

The board all agreed that the calendar dates were acceptable.

e) Consideration of Items for Disposal (1994 KME Fire Stick 75'0" Fire Truck)

Commissioner Keller made a motion to approve City Manager Tuggle to put the vehicle on GovDeals. Commissioner Swayne seconded. Commissioner Casteel asked if the price in their packet was the price to fix the truck. Tuggle confirmed. All Ayes.

f) Consideration of Bids for Demolition of 809 Illinois, 111 Iowa, and 512 Athens Pike

City Manager Tuggle said that 512 Athens Pike obtained a demo permit from codes, and therefore should be omitted from this list.

Commissioner Keller made a motion to approve the demo bids for 809 Illinois and 111 Iowa. Mayor Garwood seconded. All Ayes.

Old Business

a) Second Reading Ord. 829 (Mobile Food Units)

City Manager Tuggle directed the boards' attention to the penalties paragraph that was added.

Commissioner Casteel made a motion to approve. Commissioner Keller seconded. All Ayes.

b) Second Reading Ord. 830 (Vacant Windows)

Mayor Garwood clarified that this was the ordinance for vacant businesses to cover their windows as specified. Commissioner Casteel made a motion to approve. Vice-Mayor Swayne seconded. All Ayes.

c) Discussion of Mural Grant

City Manager Tuggle discussed changes in the original mural to be placed at Eighth and Tennessee. Commissioner Casteel clarified the location of the mural. The board unanimously approved the changes.

d) Discussion of Terms of Purchase and Sale of Proposed Subdivision

Commissioner Casteel made a motion to approve the terms of purchase and sale of the South Industrial Park. Vice-Mayor Swayne seconded. Commissioner Keller asked what was to happen after the terms were approved. City Manager Tuggle replied that the next step was Phase 2. Commissioner Casteel asked if the County would be able to help. Tuggle responded that she spoke with Cathy Price and confirmed that the County is going to be able to help. Commissioner All Ayes.

Vice-Mayor Swayne made a motion for the funds from the initial payment to be divided equally between the city swimming pool and the new city hall. The commissioners discussed this option. Mayor Garwood suggested that the board wait for the funds to be received and get further into the final budget numbers before a decision was made. Everyone agreed. Commissioner Swayne withdrew his motion.

City Managers Report

1. City Manager Tuggle presented her monthly report I have spoken with the pool planner as to the design selected by the Commission. I am to have something back by Friday of this week. If I receive in time I will place in the City Commission Packets for your review and discussion on Monday evening. If not received in time, I will advise upon receipt and if needed a special call meeting might be required to make final determinations.
2. The final environmental reports are being complete by SETDD and we should be receiving the contact for the pool shortly. I will advise as soon as the contact is ready for signatures.
3. Alison has contact 3 additional lenders to verify that the City is receiving the best numbers for the funding of debt for the City Hall Project. I am still awaiting the numbers/proposals. I will provide you with all details for those I receive by Monday.
4. Enclosed herein you will find a copy of all activities for Building permits for the 2018 calendar year. Please let me know if you have any questions for Jon or myself as to this matter.
5. In my last weekly report you were provided a copy of the concept drawing for the Wall Mural grant that will be displayed on the wall of the building owned by Kim Burns at 8th and Tennessee. If I do not hear from the Commission as to any issues with the concept drawing I will advise Chuck Hammonds that there are no issues and he is free to proceed on the project.
6. The repairs at the Art's Commission Building should be complete this Friday. I will have staff at the GEM Monday if the work is complete to assist with the cleanup of the lobby area.
7. I met with Lamon Rose at the GEM today yesterday to discuss lighting for the front auditorium area, front and center lobby. After speaking with John Gentry he has advised how the City may request funding in this fiscal year for assistance with this project. We will be working on a scope for this project and RFP's will be published next week. Once proposals are received we will present to the County Commission in March. I will advise on the progress.

8. I have also spoke with Mayor Gentry as to assistance with other City projects for the upcoming fiscal year. He has advised that the county should be able to assist; however, I will have to present out requests to the County Commission in June or July of this year.

I have spoken to him as to possible assistance for the following: Windows at the L & N Depot, Walking trail bathrooms at the L & N Depot, Lighting at the L & N Depot and the Community Pool. Please note that they County will not give funding for all project, but they are will to listen to our requests and assist as they can.

9. Enclosed within this week's packet that you will receive on Friday you will find the draft amending ordinance for the Wild Animal Permits, If you will refer to 90.06 A, you will see the changes that have been made. You will also find a draft copy of the permit that purchasers of the permit will receive. These are all printed in house, so cost is minimal.
10. The closing for the 701 Tennessee Ave., property has been scheduled for February 6th, 2019 at City Hall.
11. FRQ's and RFP's have been advertised for the Selection process and the demo/de-construction process for the 701 and 725 Tennessee properties and design engineering process for the City Hall Project. They are due in
12. You will receive details as to the properties that we have condemned and that will be demolished in the month of February and March. Along with the details the Commission will be asked to approve the costs for each. Please note that funds are in the current codes budget to cover the expenses. Liens will be placed on all of the owners for any costs of such demo.
13. The community Center main lobby and halls are near completed with the new color scheme. We will soon be working on refreshing the meeting rooms. Please note that those colors will be more subdued and fit with the need of the room.
14. Please note that I have spoken the Kathy Price of the EDA and Russ Blair as to changing the means in which we are planning to transfer the property to the Developer. Russ is drafting a new document "Lease Purchase" where the Developer would pay up front the total \$225,000.00 after they have approved the site with a \$1.00 dollar lease payment every year for 4 years. Please note that the draft is not complete at this time, However, I will forward it to all of you for your review as soon as possible.

The developer would be responsible for all submittals to the Planning Commission, and responsible for any fees for the subdivision of the land into separate site plats. At the time the home and site are completed the City would at that time release that deed to them from for the sale of the property.

By doing so we would then have no issues with the land being re-deeded to the City should the Developer decide not to build any further homes after the four years stipulated. This also would serve as a business transaction between the Developer and the City and therefore the IDB would not have to give approval. Russ and I will be meeting with Kathy Price to discuss this matter further today after the Housing Task Force Meeting.

15. In conjunction with Item # 14, I am still awaiting the final report on the Phase II study. Although I was advise in late December that we would receive in January. I have not yet received this study. I have reached out to SM & E and I am now being advised that this will be received by Feb4th, 2019.

In response to this, I have advised them of the importance of this report and the effect that the delay could cause the City of Etowah. I will advise when received and reviewed.

16. Also, please note that we will have a scheduled public hearing prior to the meeting Monday night as we are going to be speaking about issuing debt. This is a requirement per the State Comptroller's office.

17. We are still waiting for 2 Commissioners to complete the Title 6 training. Please contact Eva to set up a time to come to City Hall to complete this as it is State and Federal mandated. This needs to be done by the end of February 2019 at the very latest or we will be out of compliance.
18. We are in the process of scheduling new training modules for all City employees. TML: has strongly suggested that all volunteers for the City, City Organization, be included in this training as well to keep the city protected and in compliance.
19. We will be having site tours of the North Industrial Park on the 31st of January, I have asked Billy to have his Department check the area and make sure the appearance is good.
20. We have scheduled the opening of the Casual Care center at the ECC on February 4th. I have enclosed a flyer herein for your review.
21. I will also be asking the Commission for permission to place the old fire truck that is no longer in use to be placed on govdeals? Following are the items presented to the Commission in January of 2018 that led to the decision to purchase a new truck.

The initial estimate is between 40,000.00 and 50,000.00.

- 1 front shocks*
- 2 front and rear springs*
- 3 air filter*
- 4 heavy oil leak engine and transmission*
- 5 belts*
- 6 rear axle needs tires*
- 7 two of the four batteries test bad*
- 8 miter box bad and bracket that holds it is failing (dangerous!)*
- 9 tie rod ends loose*
- 10 drag link bad*
- 11 rear brake chambers bad (1 is causing the leak and list as dangerous to drive)*
- 12 passenger front brake has a problem and is not applying*
- 13 right out rigger drifts down*
- 14 hydraulic swivel needs replaced to fix monitor*
- 15 pressure relief light does not function*
- 17 rebuild valves*
- 18 multiple light and wiring issues, headlights emergency lights pump panel lights ETC*
- 19 rear driveshaft flange bolts loose (dangerous!)*
- 20 pump gearbox class 2 leak*
- 21 pto light not working*
- 22 officers seat belt bad*
- 23 air horns tuned or replaced*
- 24 wheel chock holders loose*
- 25 air drier needs replaced*

PLEASE SEE PICTURES WITHIN MY MGR REPORT.

As many of you may have learned by now, the owner of Eatawah became seriously ill this week. I am honored to say the Officer Rodriguez, Officer Russell, Fire Chief Hafley, Captain Ingram and Bryson were able to resuscitate him until the ambulance could reach the scene. I would like to or have the Mayor to present them with a certificate of recognition at the Monday Commission meeting. Although, this is within their daily duties. I feel we should acknowledge their diligence to save a life of one of our local business owners.

26 I have attached hereto updated photos of the progress of the new Fire truck. We have been advised that they are still looking at a February delivery date. I will advise as that is updated.

27 I was advised this week that there were issues with the upstairs heating at the Depot. I contact Central Heat and Air to take a look at the system. That have installed a new thermostat and they will return to day to install a new control board.

28 The Parks and Rec Committee has had their first meeting with the Dixie Youth Director for our area. We are now working on plans and will begin signup for the youth leagues within the next few weeks. I will advise when more progress is made as we near the season.

29 Enclosed herein you will find details as to the equipment purchased with the FEMA grant that was approved in 2016. All equipment has been received and installed.

Thank you for your time and attention to the matters herein.

Respectfully,

Tina M. Tuggle
City Manager

Petitions and Communications from the Public

There were none.

Unscheduled Items

- a) Commissioner Swayne talked about his desire to see the property tax increase done for 2018-2019 reverted back to the citizens in 2019-2020.
- b) Commissioner Casteel asked City Manager Tuggle if she could begin researching costs to contract out our sanitation department.
- c) Mayor Garwood asked if Tuggle could check with TDOT about getting a red light in the McDonald's/Piggly Wiggly/Waffle House/Anderson's area.
- d) Mayor Garwood presented Patrolman Bridge Rodriguez and Patrol Supervisor Harold Russell, along with Firefighter Tyler Bryson and Fire Captain Derek Ingram and Fire Chief Adam Hafley an award for saving a man's life.

Consideration and Passage of Resolution 1214

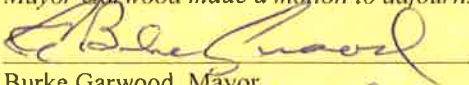
Mayor Garwood reconvened the public hearing

Commissioner Keller made a motion to approve Resolution 1214. Commissioner Swayne seconded. Swayne talked about how Etowah City Hall has never had its own building and he feels this will be a good move for the City. Commissioner Miller asked what the decision was for the city hall's construction phases.

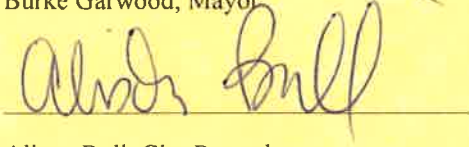
City Manager Tuggle replied that it was the 3,000 square foot building with an extension at a later date that hasn't been discussed or set. Commissioner Casteel talked about the purchase of the building at which City Hall is currently located and how it would need repairs and would end up being as costly as the current plan of building. Tuggle talked about how the city needs to invest in downtown Etowah. Mayor Garwood said that this would get 2/3 of what needs to be done in that area completed. All Ayes.'

Adjournment

- a) *Mayor Garwood made a motion to adjourn. Commissioner Swayne seconded. All Ayes.*

A handwritten signature in cursive script, appearing to read "Burke Garwood", written over a horizontal line.

Burke Garwood, Mayor

A handwritten signature in cursive script, appearing to read "Alison Bull", written over a horizontal line.

Alison Bull, City Recorder