

May 24, 2021

Regular Meeting Minutes

- 1) Call to Order
  - o Mayor Burke Garwood called the meeting to order.
- 2) Roll Call
  - o Mayor Burke Garwood, as well as Commissioners Jim Swayne, John James and Misty Webb were present. Also present were Interim City Manager Eva Valentine and Finance Director Alison Bull. Commissioner Diana Elrod was absent.
- 3) Prayer
  - o Commissioner Swayne prayed
- 4) Pledge of Allegiance
- 5) Approval of the Minutes – Regular – April 26, 2021
  - o Mayor Garwood made a motion to approve the minutes. Commissioner James seconded. All Ayes.

**MOLD REPORT VIA ZOOM**

- There was a Zoom meeting set up with Travis Reeves from Two-Fold Mold Inspections to present the findings from their mold inspection done at the Library.
- Travis: In the basement area, I did find that there was some exterior water damage in the entry room (where the fire engine is outside). Along the entry room, the safe room wall and the corridor, there was some water intrusion. You did have elevated moisture readings on that entry wall on the step area outside. I did a thorough inspection throughout the basement and I was looking for conditions conducive to microbial growth, any preexisting mold, or any preexisting ongoing water issues. You're not going to have a mold issue if you don't have a moisture problem. I checked your humidity levels. I took moisture readings in various areas throughout the basement. One thing y'all are doing well is keeping humidity levels below 60%. When humidity levels exceed 60% you have the potential for microbial growth and you'll get surface mold on anything that will provide a food source - that could be walls or anything porous. Looking through the basement, my biggest area of concern is making sure you don't have any humidity issues. You are currently running dehumidifiers which will keep those below 60% and you want to monitor to make sure those levels stay below 60%. You do have indications of past water damage. It is possible that you had an HVAC system overflow and it found its way into the lower level so there was some staining on the ceiling and in the hallway of that lower level. None of that was wet at the time of the inspection but with decades of past water intrusion/damage, you have the potential of that, especially in an older building. There were a few areas where you can tell that there were things that had been addressed at some point. For example, behind one of the bookcases in the entry room, on the opposite side of the area where you're having trouble, if you move the bookcase out, the wall surface is completely gone and there's wall padding there. That could be from old water damage or renovations that were started but never completed. I don't know that. But with a building this old if you were to do renovate in there,

there's a really good chance that even with removing materials or structure, you're liable to run into water damage and maybe even mold because of the age of that building. Going to the air sample portion of that, your air samples were relatively low compared to what I see on a regular basis. On the report I have a guideline that goes to a million - meaning very contaminated. Most of your tests were below 1,000. So you can see that you were on the very low side. But you did have slight elevations of Penicillium/Aspergillus, which is a common outdoor mold which, when that level is elevated, it can indicate that a mold or water issue is present. As long as there are still conditions conducive of microbial growth, you have conditions for the mold to worsen. That includes air quality and structure damage so as long as that leak is active on that exterior wall, the potential for normal growth is possible as well as rot and deterioration.

- Swayne: [Your report] says that a rainy day would seem to elevate the items. So, looking at those and then looking at the number of spores being less than 1500, it seems to me like we had more of an issue of water in the past- not anything endangering health or anything at this time.
- Travis: To answer that of the health issues in mold – it depends on the individual. Some individuals are highly sensitive to mold. The mold I found, some individuals can have sensitivity to that but what I can tell you is from experience, the Penicillium/Aspergillus levels that you have in there are not something I consider that immediate mold remediation is needed.
- Garwood: What you're saying is to be aware of it, keep an eye on it, and we probably could get by if we wanted to just "as is". We don't want more water to be showing up. We need to fix the hot water heater, pull the carpet back, etc. and just do what we need to do and try not to let it get away from us?
- Travis: I would not advise you having a lot of people down there, people working down there, until you correct the water issues. Six months from now, if the problem isn't fixed, there's no guarantee that the air quality or mold won't be worse than it is today. I don't see immediate issues would amplify that to where the space is unusable. I do want you to be aware that each individual has different sensitivities to mold where 9 people may not have a mold sensitivity but one person may so I would limit the foot traffic and occupancy of that area until the conditions conducive to microbial growth are corrected.
- Garwood: So that's your recommendation to keep it and monitor it? The west steps have always been the major place we thought we need to fix. Could you elaborate a little bit on that? Does it need to be torn out? Do you think there's water coming down the back of the steps and soaking through?
- Travis: Yes, when you're saying interior wall you're referring to the actual exterior wall. When I say exterior wall, I mean inside where the plaster is. Water is leaking somewhere inside the steps into the walls. It was active while I was there because I was getting elevated moisture readings when I was there.
- Garwood: So, the rest is to fix whatever we have while we're there. If it happened when there was a big rain storm it probably happened a few years ago. So over there at the interior wall where the steps are, we have some work to do there?



- Travis: Yes. In my opinion you don't have a major mold issue there, you've got some exterior water intrusion. Some leaks. My recommendation would be to minimize the areas where you're remediating - you want to contain that area and focus on what's in that contained area whether it be removing that wall or exposing that wall cavity to identify exactly where that water is coming in. Repair it, have some air filtration. I don't see any major issues there.
- Garwood: Alright I think that's it.
- Swayne: It was a good report. It's given us some things for us to take care of on a yearly basis. Replace the doors, de-humidify. We could put donations in yearly for the maintenance and take care some of these other issues that we've talked about.
- Travis: If you're going to delay any kind of renovation, that's fine but the one recommendation I do have for you is to purchase an air filtration device - the commercial size will be around \$600 and you can run that air filtration device continuously in that lower level and that's going to decontaminate that area and add protection for the structure of that building but at least its showing that y'all are being proactive and you are removing unwanted mold spores.
- Garwood: Does anyone have any other questions?
- Everyone: No.
- Garwood: Okay we appreciate your work, thank you sir.
- Commissioner James: So bottom line, we didn't really need a million-dollar new city hall on account of mold I guess is basically what he said.

## **NEW BUSINESS**

- a. Approval of Boswell Paving: Kimbrough and Cardin St. Hoffman and Cardin, 211 Cardin St.
  - Commissioner Swayne made a motion to approve. Commissioner Webb seconded. All Ayes.
  
- b. Approval of E-911 Increase Amount
  - Mayor Garwood talked about what we paid for E-911 last year and the negotiations that were done among the E-911 board. Commissioner Swayne mentioned that one thing to notice is that they're raising it again in 2022-2023 and 2023-2024. He mentioned that the other cities are having trouble with the same thing, as well. Mayor Garwood said that they're a valuable source and important when you need them. Commissioner Swayne made a motion to approve. Mayor Garwood seconded. All Ayes.
  
- c. Garden Club Proposal to Label Trees on Depot Grounds (Gene Keller)
  - Gene Keller presented on the Garden Club. He discussed the scholarships that they're going to be able to fund. He also talked about the events that the Garden Club has in the near future. He said that the reason he is presenting before the City board is because the garden club wants to put labels for the trees and shrubs that are on the depot grounds



and the walking trail. The label will be the scientific name, the common name, and a QR code for more info. The boy scouts will also be involved to assist them with their badges. The forest service will be assisting with identifying the different plants. The Garden Club will be doing the work and financing it themselves. They were simply seeking the board's permission to put labels and/or posts for the identification of the trees/plants. The board approved the labeling of these on the depot grounds and walking trail by consensus.

d. Approval of Change Order's 4 and 5 for FTM Construction related to the Pool

- Interim City Manager, Eva Valentine, said that change order 4 was for the backfill for the bad dirt. They used rock, which accounts for the majority of change order 4. The undercut of the new wall was the other reason for change order 4 for a total of \$22,583.25 for change order 4. That brings our total for the pool to \$1,3321.342.83. According to change order 4, the opening date would be June 18, 2021 but change order 5 extends it out another 10 days. She said she contacted FTM today and asked if we could open on June 18<sup>th</sup>. They said they were trying their best for that date. She said she was going to open bids for the metal for the roof the next day (May 25, 2021). Once a bid is chosen, they have to be approved by the State. After that, they reward the bid, get their approval and then they can start and hopefully get it done in the next week. Commissioner Swayne asked if the 10 days is still hopeful for an opening of June 18<sup>th</sup> or if it's an additional 10 days. Valentine said that's a new date so it'll be an 10 additional days. Commissioner Swayne said he thinks they need to be working on Saturdays and Sundays as well. Valentine said they were supposed to be working the previous weekend. Commissioner Swayne said that he didn't see anyone working. Commissioner Webb said that if they could work on the weekends, that could get us back to the June 18<sup>th</sup> open date. Mayor Garwood suggested not paying them until they get the opening date back to June 18<sup>th</sup>. Mayor Garwood made a motion to approve change orders 4 and 5 if they get the opening date back to June 18<sup>th</sup>, 2021. Valentine said that in all fairness, the roof situation would push them back a bit. Mayor Garwood said they could have been working on it now. Valentine said she talked to the contractors about it and they said they will try their best but can't promise anything. Mayor Garwood said we won't promise them anything until the 18<sup>th</sup> then and that in the contract they knew what kind of dirt was there. Commissioner James seconded. Commissioner Swayne said they need to do whatever they can do for us to get in there by June 18<sup>th</sup> for the people of the city and the kids. He said that he understands the stop order from the State pushed them back but rainy days could be made up on the weekends. All Ayes.

e. Consideration of Sponsoring Etowah Rotary Golf Tournament

- Mayor Garwood mentioned that the money made from this tournament goes back into the City of Etowah. Commissioner Swayne made a motion to approve a \$200 donation to the rotary golf tournament. Commissioner James seconded. All Ayes.

f. Approval of Garner Construction (EAI) Invoice for Asbestos Removal in SID (\$6,000)

- Commissioner Swayne made a motion to approve. Commissioner James seconded. All Ayes.



- g. Consideration of Lease Agreement with CGS for Gym Equip. for Com. Ctr. (\$1,625.00 mthly)
- Mayor Garwood asked if this is the best route – to lease equipment. Valentine said that was what was discussed but that there's a new Parks and Rec director coming in if the board wanted to wait for him to start before a decision is made. Commissioner James said these pieces aren't what they really need in the community center as far as what is broken and needs replacing such as broken benches, the leg press machine, etc. The items that were on the proposal are working, he said. Commissioner Webb asked if these were the only prices we had. Valentine said these were the only prices she had received from the city manager. She doesn't know if another quote was retrieved. Commissioner Swayne discussed the cardio equipment that is in the ECC and he's not sure that leasing is the best option. Mayor Garwood suggested contacting the YMCA to see if they could give us information on how they handle new equipment. This is going to be tabled until the new parks and recreation director starts.
- h. Approval of 2021-2022 Audit contract by Brown, Jake & McDaniel
- The fees for their service would be \$28,750. \$18,200 from the City, \$10,550 from the School System. Mayor Garwood made a motion to approve. Commissioner Swayne seconded. All Ayes.

- i. First Reading and Consideration of Ordinance No. 867

**AN ORDINANCE OF THE CITY OF ETOWAH, TENNESSEE ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022**

- Mayor Garwood made a mention that the tax rate is staying at 1.77. Mayor Garwood made a motion to approve. Commissioner Swayne seconded. All Ayes.

- j. Reading and Consideration of Ordinance 868

**AN ORDINANCE MAKING AND FIXING THE ANNUAL APPROPRIATIONS FOR THE ETOWAH CITY SCHOOL FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022**

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

- k. Active Net Additional Support Needed (See Proposal)

- Valentine presented that the Active Net program currently will lump the swimming pool and the community center together in the software. This proposal is to separate the software to present separate reports from community center and the swimming pool. She said that it is more than anticipated so she understands if the board doesn't want to pursue this option. Active Net suggested having a one-day consultation to assist in the process of separating. \$1,400 for 8 hours of training. For it to be separated, it would \$1,800. So it would be another \$3,200 altogether to get this situation fixed. They already have the Active Net but in order to make the finances clearer, this is what would need to happen. The City has had Active Net for

years, but we didn't realize additional complications that would arrive to separate the finances. Commissioner Swayne asked if we could wait for the new Parks and Rec director to start before making a decision on this. Valentine agreed that we could wait. Finance Director, Alison Bull, said it would just make the reporting more difficult for the auditors if we didn't do this. Commissioner Webb asked how the barcodes on the membership cards work. Valentine said that's the problem is they're not reading specific to the pool or the community center. Commissioner James suggested waiting and looking for better options.

#### I. Memorial Garden Proposal for Depot Grounds

- Commissioner Webb said that she had talked to Durant about doing a small memorial garden for daughter at the Depot. Durant said she would need to have it approved by the board. Webb said that they would maintain the flowers and keep it up. Mayor Garwood said that, although it is a good idea, the grounds don't have any room for anything like that. He said it's the L&N Park/Veteran's Park and there isn't a place for that down there. He said he isn't trying to be hateful but there's just no place to put that. Commissioner James said he'd like to see it down there and that it could go around the gazebo or near the fence. Commissioner James made a motion to approve. Motion died for a lack of second. Commissioner Swayne made a recommendation that there's a section where the old bank was where the garden club park is and those wouldn't have to necessarily go through the board.

#### **OLD BUSINESS – NONE**

#### 8) City Manager Report


- The post office has some damage to their guttering on the bank where the trucks pull in and out. One of the trucks has hit the guttering and pulled it loose. Someone went out to look at it and it will be around \$900. Mayor Garwood said to have the post office check with their insurance and then let us know how to proceed.
- Police Chief Daniel Hampton talked about the United States Deputy Sheriff's Association granted us a safety grant sent 30 lb. rifle plates – this is something we didn't have in Etowah and now there's one in every car for every officer. That came with the vests and plates. Mayor Garwood asked if the cars were in from Tellico. Hampton said yes but some of them still needed striped and cameras, etc. before they're in use. Commissioner Swayne congratulated Chief Hampton on getting this grant.

#### 9) Citizens Comments – none

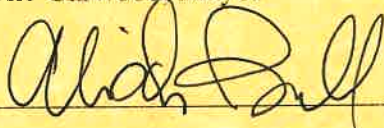
#### 10) Adjournment

- 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, Recording Secretary