

**CITY OF ETOWAH, TENNESSEE  
COMMISSION MEETING**

**Record of Minutes of Regular Meeting Date January 23, 2017 Sheet No. 1 of 6**

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A regular meeting of the Etowah City Commission was held on Monday, January 23, 2017 at 6:30 p.m. in the Council Chambers of City Hall, 723 Ohio Avenue, 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 Recording Secretary, Eva Valentine lead the prayer, and the Pledge of Allegiance to the American flag.

**APPROVAL OF THE MINUTES**

*A motion was made by Vice-Mayor Jim Swayne to approve the previous minutes of the regular meeting held on Monday, December 19, 2016 and Commissioner Cardin seconded the motion and motion carried with a unanimous vote with a request from Commissioner James to revise the minutes in regard to adding his statement concerning the transferring of funds from the Nashville Bank to read, "accounts should be moved as soon as possible".*

*A motion was made by Commissioner Garwood to approve the previous minutes of the Special Called meeting previously held on Tuesday, December 27, 2016, and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.*

*A motion was made by Commissioner Garwood to rescind the previous minutes of the Special Called meeting previously held on Wednesday, January 18, 2017, and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.*

1) NEW BUSINESS

a.) Consider Purchase and Issuance of Tablets to Commissioners

*A motion was made by Commissioner Garwood to approve the purchase of tablets for the Commission members and Vice-Mayor Swayne seconded the motion and motion carried with 4 yes's and one naye vote by Commissioner James. It was stipulated there would be four tablets purchased as Commissioner James prefers his to be delivered or he will pick up at City Hall.*

b. Consideration and Passage of Resolution 1177

**RESOLUTION 1177**

**CITY OF ETOWAH  
2017 COMMUNITY DEVELOPMENT  
BLOCK GRANT APPLICATION  
Sewer System Improvements**

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*A motion was made by Commissioner Garwood to approve Resolution 1177 and Commissioner Cardin seconded the motion and motion carried with a unanimous vote.*

c. Repair Estimates for Police Dodge Charger

There was a consensus of the Commission to table this issue.

d. Award Bid for Library Lift

*A motion was made by Vice-Mayor Swayne to award the Etowah Carnegie Library Lift project to Cherokee Construction Company. Mayor Keller seconded the motion and motion carried with a unanimous commission vote.*

Mayor Keller voiced concern with the current condition of City Hall and the termite damage, and in what way it might affect the construction and installation phase of the lift for the library. City Manager Tuggle suggested bringing in an engineer to evaluate.

e. Discussion of Proposed Site of Verizon Tower

*A motion was made by Mayor Keller to consider and enter into an agreement with Verizon regarding the proposed tower and Commissioner James seconded the motion. Commissioner Garwood questioned the rates Verizon was offering and suggested contacting Englewood to research the experience and discussion they had with Verizon when previously approached by Verizon. Motion Carried with a unanimous Commission vote.*

f. Review and Rescission of Actions Taken Concerning Approval of Purchase of Additional Property to Expand the North Industrial Park During the Special Called Meeting Held on January 18, 2017

*A motion was made by Mayor Keller to rescind the any action taken to purchase the adjoining property to the North Etowah Industrial Park that was made during a Special Called meeting on January 18, 2017 and Commissioner Garwood seconded the motion and motion carried with four "Ayes" and Commissioner James abstaining and motion carried.*

g. Discuss Purchase of Additional Property Conjoined to the North Etowah Industrial Park

*A motion was made by Commissioner Garwood to purchase the adjoining property to the North Etowah Industrial Park and Mayor Keller seconded the motion and motion carried with four "Ayes" and Commissioner James voting no and motion carried with a four to one..*

h. Discussion of Mold Analysis for Etowah Fire Hall Located at 126 8<sup>th</sup> St.

City Manager Tuggle proposed moving Com. Dev. Director Ingram from the old Etowah Fire Hall to a different location due to the disrepair, extensive amounts of mold, and the carbon monoxide fumes generated when the fire engines are running. After reviewing the positive mold test results it was requested by Commissioner Garwood and Mayor Keller to see something on the agenda next month as to proposals to address the issue to either demolish or refurbish and the estimated cost.



i. Consideration of Upgrade Fire Dept. Radios

Fire Captain, Adam Hafley presented the proposal to upgrade the current radio system which will allow Etowah to be in compliance with the county operations and extend radio coverage substantially. Call out for all departments is not reaching our firefighters or police officers with our current system. The approximate cost to upgrade our system is \$19,000.00.

*A motion was made by Vice-Mayor Swayne to approve the upgrade to the radio system for both the fire and police departments and Commissioner Cardin seconded the motion and the motion carried with a unanimous Commission vote.*

2) OLD BUSINESS

a. Consider RFP's for Moving Nashville Bank Accounts to Local Bank

*A motion was made by Commissioner James to accept the bid from First Volunteer Bank and Commissioner Cardin seconded the motion and the motion carried with three "yes" votes, one "nay" by Mayor Keller and Vice-Mayor Jim Swayne abstained due to extended family members currently employed at First Volunteer Bank.*

3) CITY MANAGER'S REPORT

City Managers Report  
December 19<sup>th</sup>, 2016 - January 18, 2017

1. As you are all aware City Hall closed due to inclement weather on Friday, January 6<sup>th</sup>, 2017. Please note this decision was not made lightly and closure times did change as weather conditions continued to change. After this event, it was discovered that Public Works was not prepared for this storm event and I am working on a planning meeting between department heads to assure that this issue does not arise again.
2. Mr. Bill Freeman plans on attending all City meetings and recording them to stream on Facebook.
3. During this same storm event you all were notified as to an incident with the Salt Dump Truck. It now appears that the welds between the bed and the frame broke. This is due not only to age of equipment but also due to the exposure to salt, and some lack of maintenance and upkeep. This has been addressed, and we will continue to verify that needed repairs are done and certain extra precautionary steps are taken for equipment exposed to salt.
4. Garbage Trucks – We have sent out both the Residential truck and commercial truck for service. The residential truck required the cleaning of fuel lines and injectors and well as replacing the fuel pump. The Residential truck required the replacement of the steering column, replace brake chambers and interior lighting work.
5. Public Works is continuing work/progress on the Safe Routes to School Grant Construction; work will continue on the 7<sup>th</sup> and Georgia crossing once the catch basin and wing walls are complete.

6. I have had Parks and Rec assist City Hall in rearranging the Safe Room for record retention and maximizing space to allow for relocation of all documents currently being stored in the location where the lift is to be installed. Please note that there are prior year records that are required to be maintained by the City for several years. I am attempting to locate an adequate storage space for such documents. I will advise when I have determined a location that is suitable.
7. I am also looking for a suitable place to relocate the Community Development Director due to the environmental conditions that are present in the Old Fire Hall. *Please see the attached report as to mold findings.* Also, as I am sure you all are well aware, there is not an exhaust system within that building that leads to the build-up of noxious fumes that can cause health issues. Please note this is not only a concern to our employees it is also a concern for our citizens that frequent this office space for service.
8. Splash Pad Project: Brian has met with the construction company, and reviewed all site work to be performed. Work should begin late February early March. Comptroller has approved loan.
9. Depot Stage: All submittals have been sent to State and Federal offices for review of Environmental studies and is on hold until we receive final approval.
10. Library: Soffit and chimney work will begin the end of February or first of March to allow for the correct temperatures for finish work and painting.
11. Gem Theater: Brian has secured a subcontractor that is to make repairs to the marquee this will include electrical and fluorescents. The cost for this was quoted at appx 2,400.00. Work should begin within the next 4 weeks.
12. Library Lift: Within your packets you will find a summary of the bids that were received and the recommendation for the project. After review of all Bid and research on Bonds and Liability insurance I suggest that we go with the lowest bidder. "Cherokee Construction."
13. Eva is planning an orientation for the presentation of the new employee handbook with all employees prior to the end of the month.
14. There have been three (3) new employees hired for the City of Etowah. One for Public Works ( Eric Jones); 2 for the Police Department, one full time (Zachary Hawkins) and one part time (Jeremy Moore).
15. The Christmas decorations will be down no later than the end of the month.
16. The 917 Washington property has been slated for demolition and the property on N. Georgia has been demolished.
17. Progress on the Rotary Park project is moving right along, Chris has secured a subcontractor to install wall caps and work should begin within next few weeks.
18. Please see the attached update for Retails Strategies; we have requested that they present to the council at our February meeting. I will advise when this is set.
19. One of the Dodge Chargers were damaged during a pursuit on January 6<sup>th</sup>, 2017. You have an estimate for the repairs within your packet provided by insurance adjuster.
20. Enclosed are two (2) RFP's from two local banks and the finance director and I are recommending Athens Federal as they provide a higher interest rate and cost savings for transferring funds from the Nashville bank to Etowah.

Should you have any questions as to the information enclosed herein, please feel free to contact me at anytime.



## Update on Retail Strategies

A fast food restaurant chain similar to Cookout is very interested in Etowah, but will not be ready to start developing a restaurant here until 2018.

The regional franchisee of another larger burger-based fast food chain is also considering Etowah, particularly the former KFC building.

A Doc-in-a-Box concept is also considering Etowah, but those talks are preliminary.

Retail Strategies will be representing Etowah at the ICSC (International Council of Shopping Centers) Show to be held in Charlotte in March.

A local property owner and a developer who specializes in retirement communities and assisted living facilities have been connected with each other by Retail Strategies in the hopes of developing approximately 20 acres in the City Limits.

Our representatives are going to attempt to approach the Sonic Drive-In corporate office in the hope of encouraging them to re-open a Sonic here now that D.J.'s has ceased operations.

## 4) PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

Parks and Recreation Director, Brian Silber addressed the Commission concerning the Design Review Commission and expressed his concern the Commission had failed to respond timely to an application from the City of Etowah to paint several exterior doors and structures at the Gem Theatre, as well as a signage question from the owner of Mammie's Diner, Mr. Jim Shaw.

Mr. Silber also stated he felt the DRC was hampering economic development for the city and suggested repealing the ordinance that created the commission and disband or appoint members who will work. Commissioner Garwood asked that Chairman Russ Blair be contacted and request he schedule a meeting. Vice-Mayor Swayne requested an update or report at the February meeting on the response from the DRC in regard to this matter.

## 5) UNSCHEDULED ITEMS

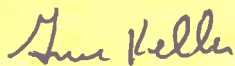
Commissioner Cardin complemented the Etowah Recycling center on the excellent job they were doing. He also announced that Waupaka would be sponsoring a "Chili Cookoff" on February 15, 2017 to benefit the Etowah Food Pantry.

Commissioner Garwood informed everyone in regard to the North Industrial Park, the City is attempting to align the different entities in funding the purchase of the additional acreage adjoining the Industrial Park and no further information was available at this time and asked the citizens to trust them.

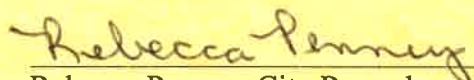
Mayor Keller requested there be a short review of how to read the financials for the benefit of the Commissioners and also to see a "Budget Workshop Calendar" at the February meeting.

6) ADJOURNMENT

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

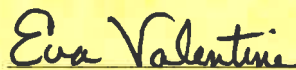


Gene Keller, Mayor



Rebecca Penney, City Recorder

Respectfully submitted by:



Eva Valentine, Recording Secretary