

**CITY OF ETOWAH, TENNESSEE  
COMMISSION MEETING**

**Record of Minutes of** Regular **Meeting Date** November 28, 2016 **Sheet No. 1 of 5**

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A regular meeting of the Etowah City Commission was held on Monday, November 28, 2016 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 Public Works Director, Billy Ingram leading the prayer, and the Pledge of Allegiance to the American flag.

**APPROVAL OF THE MINUTES**

*A motion was made by Commissioner Burke Garwood to approve the previous minutes of the regular meeting held on Monday, October 24, 2016 and Vice-Mayor Jim Swayne seconded the motion and motion carried with a unanimous vote.*

*A motion was made by Commissioner Jason Cardin to approve the previous minutes of the Special Called meeting previously held on Thursday, November 3, 2016, and Vice-Mayor Jim Swayne seconded the motion and motion carried with a unanimous vote.*

*A motion was made by Vice-Mayor Jim Swayne to approve the previous minutes of the special called meeting previously held on Monday, November 7, 2016, and Commissioner Garwood seconded the motion and motion carried with a unanimous vote.*

**NEW BUSINESS**

a.) Approval of 2017 Meeting Calendar

*There was a consensus by the Commission to approve the 2017 Meeting calendar as presented.*

b.) Approval of New Rates for Employee Insurance 2017

*Vice-Mayor Swayne made a motion to approve the new rates per the proposed annual savings of \$11,668.80 with the employee's responsible portion of the deductible increasing from \$500.00 to \$1,500.00 per year and the family deductible increasing from \$1,000.00 to \$3,000.00 annually and Commissioner James seconded the motion and motion carried with a unanimous Commission vote.*

c.) Annual Budgeted Employee Christmas Stipend (\$150.00 for Full –Time Employees - \$50.00 for Regular Scheduled Part-Time Employees)

*Commissioner James made a motion to approve the Employee Christmas Stipend (\$150.00 for Full –Time Employees - \$50.00 for Regular Scheduled Part-Time Employees) and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous Commission vote.*

d.) Award Bid for Library Chimney and Soffit Project

*Vice-Mayor Swayne made a motion to reject and rebid the Library Chimney and Soffit Project due to the submitted bid was incomplete and Commissioner Cardin seconded the motion and motion carried with a unanimous Commission vote.*

e.) Award Bid for Splash Pad Recirculation System

*Vice-Mayor Swayne made a motion to reject and rebid the Splash Pad Recirculation System Project due to the submitted bid was incomplete and Commissioner Cardin seconded the motion and motion carried with a unanimous Commission vote.*

f.) Consideration and Passage of Resolution 1171

**RESOLUTION NO. 1171**

**A RESOLUTION AUTHORIZING THE DISTRIBUTION OF  
THE ETOWAH UTILITY BOARD'S ELECTRIC IN  
LIEU OF TAX PAYMENTS**

*Vice-Mayor Swayne made a motion to approve Resolution 1171 and Commissioner James seconded the motion and motion carried with a unanimous Commission vote.*

g.) Consideration and Passage of Resolution 1172

**RESOLUTION NO. 1172**

**A RESOLUTION AUTHORIZING THE DISTRIBUTION  
OF THE ETOWAH UTILITY BOARD'S  
NATURAL GAS IN  
LIEU OF TAX PAYMENTS**

*Commissioner James made a motion to approve Resolution 1172 and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous Commission vote.*

h.) Consideration and Passage of Resolution 1173

**RESOLUTION NO. 1173**

**A RESOLUTION AUTHORIZING THE  
DISTRIBUTION OF THE ETOWAH UTILITY BOARD'S WATER  
IN LIEU OF TAX PAYMENTS**

*Commissioner James made a motion to approve Resolution 1173 and Commissioner Cardin seconded the motion and motion failed with a three against to a two in favor Commission vote.*

i.) Consideration and Passage of Resolution 1174

**RESOLUTION NO. 1174**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF ETOWAH, TENNESSEE,  
AUTHORIZING THE ISSUANCE, SALE, AND PAYMENT OF FIVE YEAR CAPITAL  
OUTLAY NOTES NOT TO EXCEED \$90,000.00  
PURSUANT TO THE INFORMAL BID PROCESS**

*Commissioner Garwood made a motion to approve Resolution 1174 and Mayor Keller seconded the motion and motion carried with a unanimous vote.*

**(a.) OLD BUSINESS**

Second Reading and Passage of Ordinance 795

**ORDINANCE NO. 795**

**AN ORDINANCE ADOPTING  
A COMPLIANCE MANUAL REGARDING  
TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

*Commissioner Garwood made a motion to approve Ordinance 795 and Commissioner Cardin seconded the motion and motion carried with a unanimous vote.*

b.) Second Reading and Passage of Ordinance 796

**ORDINANCE NO. 796**

**AN ORDINANCE AMENDING THE  
CITY OF ETOWAH'S WEED CONTROL REGULATIONS**

*Commissioner Garwood made a motion to approve Ordinance 796 as written and Commissioner Cardin seconded the motion and motion carried with a unanimous vote.*

c.) Second Reading and Passage of Ordinance 797

**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**

*Commissioner Cardin made a motion to approve Ordinance 797 as written and Commissioner James seconded the motion and motion carried with a unanimous vote.*

**(b.) CITY MANAGER'S REPORT**

- 1. UPDATE ON DEPOT STAGE** -- Brian has been working with the grant reviewer in Washington DC to ensure that all of our paperwork that the state approved also will meet the federal requirements. This has been completed by the federal reviewer and has been sent on to generate a grant contract to send to the state of Tennessee who will forward it on to us. As of Wednesday November 23, 2016 the contract has been received and has been forwarded to the Mayor for final approval and signature.



2. **OLD BARN/POLE SHED PROGRESS** – The old barn is fully ready for demolition. All internal materials have been removed. Grade work for the pole shed should be completed by the middle of December and pole setting will start shortly thereafter.
3. **LIBRARY RESTROOM** – Modifications for the restroom have been completed for an approximate cost of \$1,806 including labor and the Library restroom is now ADA compliant.
4. **STATUS ON WASHINGTON** – It is our understanding that a family related lien exists and we are working with the City Attorney on the next steps we need to take.
5. **UPHOLSTERY SHOP** – The Upholstery shop located at 810 Tennessee Ave was auctioned on Saturday, November 3.
6. **VETERANS PARADE** – The Veterans Day Celebration went over very well, all departments in the city participated in the day's events. Public Works, Police, and Fire managed the parade route. The library hosted a red white and blue Color Run. Parks and Recreation set up and managed the depot grounds throughout the post parade events. According to the Elks they were very impressed with how Etowah organized and handled their event, they also believe that more people attended the parade this year than in the past five years combined.
7. **CHRISTMAS PARADE** – The Christmas Parade will be held Thursday, December 1, 2016, beginning at 7:00 pm. Public Works and the Police Department will be blocking Tennessee Ave, Ohio Ave, and Pennsylvania Ave from 2<sup>nd</sup> Street to 11<sup>th</sup> Street. The Parade will begin at 5<sup>th</sup>/Ohio and travel to 10<sup>th</sup>/Ohio where it will move to Tennessee Ave and travel to 3<sup>rd</sup>/Tennessee Ave. For more information on street closing times and staging areas please call Billy Ingram or Eric Armstrong.
8. **RECYCLING CENTER UPDATE** – The Public Works Department is now accepting recyclables from citizens. The Convenience Center, located at the Public Works Facility (108 Sunrise Lane), is open Monday, Wednesday and Friday from 12:20 - 3:30 pm. Customers are encouraged to bring their cardboard, plastic, plastic store bags, mixed paper, mixed metal, and used motor oil, paints and electronics. For questions please call Public Works or stop by and visit the center.
9. **HONORING ONE OF OUR FINEST** – We are honored to announce that L.C. (Doc) Newman, a fire fighter who was employed with the City of Etowah Fire Department has been added to the Tennessee Fallen Fire Fighter Memorial at the State Fire Academy. Firefighter Newman passed away in 1968 while fighting a fire in Etowah.
10. **LIFE INSPECTORS COURSE** – Chief Moore and Captain Ingram have passed the State Commission on fire life safety educator course at the State Academy. They are currently in the process of a hazard risk mitigation study with the State Marshals Office to recognize safety issues in our community. Upon completion they will address and implement public information sessions and develop curriculums based on types of injuries, age appropriation, and general seasonal safety messages.

**(b.) PETITIONS AND COMMUNICATIONS FROM THE PUBLIC**

Mr. Jim Shaw, co-owner of "Mammie's Diner" located on Tennessee Avenue came before the Commission requesting assistance in receiving a call back from the Design Review Commission to address any sort of problem with the signage for his business. Ms. Valentine was asked to contact City attorney, Russ Blair requesting he contact Mr. Shaw and she agreed to do so.

**(c.) UNSCHEDULED ITEMS**

Commissioner Cardin expressed his thanks to Interim City Manager Mike Tallent for his contributions since being in position and welcomed Ms. Tuggle as the new City Manager.

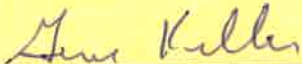
*Commissioner Cardin made a motion for the Commission meeting packets to begin being sent via email rather than having the police officers to deliver them, Commissioner Garwood seconded the motion and the floor was open for discussion with Commissioner James stating he did not agree with the proposal and would not support the change. Commissioner Cardin stated he thought it was a waste of our officers' valuable time to be doing this. Both Commissioner Garwood and Cardin withdrew their motions and Mayor Keller made a motion and Commissioner James seconded the motion to table this until more research is done to determine if the process is mandated by the city charter or otherwise and motion carried with a four to one Commission vote.*

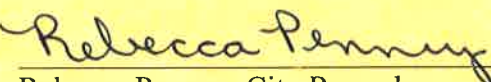
Vice-mayor Swayne and Commissioner Garwood extended a welcome to Ms. Tuggle as new city manager.

Interim-City Manager Tallent thanked the Commission for allowing him to serve the city and was proud to have served with Etowah's directors and the other employees. He also stated he was fully responsible for the resolution in reference to the water in lieu proposal.

1) ADJOURNMENT

*A motion was made by Mayor Keller to adjourn the meeting and Commissioner Cardin seconded the motion. The motion passed unanimously by a commission vote.*

  
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Gene Keller, Mayor

  
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Rebecca Penney, City Recorder

Respectfully submitted by:

  
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Eva Valentine, Recording Secretary