

**CITY OF ETOWAH, TENNESSEE
COMMISSION MEETING**

Record of Minutes of Regular Meeting Date September 25, 2017 Sheet No. 1of

A regular meeting of the Etowah City Commission was held on Monday, September 25th, 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 Robbie Helm, Commissioner David James, Mayor Gene Keller, and Vice-Mayor Jim Swayne. Also present were Interim Recording Secretary Brooke Lane, Finance Director Rebecca Penney, and City Manager Tina Tuggle.

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

APPROVAL OF THE MINUTES

Due to staffing issues minutes from August 28th, 2017 were deferred for approval until next meeting.

1) PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

NEW BUSINESS

NEW BUSINESS

(a) Approval of Paving Bid

A motion was made by Commissioner Garwood to approve Paving Bid with getting price range to stretch out from 13th Street – Pennsylvania Ave and Vice-Mayor James seconded the motion and motion carried with a unanimous vote.

(b) Approval of Air Pack Bids for Fire Department Grant

A motion was made by Commissioner Garwood to approve MES Bid and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.

(c) Approval of placement of 3 seized vehicles on Govedeals.com for the EPD

A motion was made by Commissioner Garwood to approve Placement of 3 seized vehicles and Mayor Keller seconded the motion and motion carried with a unanimous vote.

(d) Approval for City Manager to investigate and proceed with Condemnation of properties provided.

A motion was made by Commissioner James to allow City Manager and Codes Enforcement to investigate properties provided and Mayor Keller seconded the motion and motion carried with a unanimous vote.

Commissioner James rescinded his motion and changed motion to include an all-inclusive list to every property to investigate for condemnation with weekly updates and Commissioner Garwood seconded the motion and motion carried with a unanimous vote.

8) **OLD BUSINESS**

a.) Second Reading and Final Approval of Ordinance 809

ORDINANCE NO. 809

AN ORDINANCE TO AMEND THE OFFICIAL ZONING ORDINANCE TO BETTER DEFINE THE ENFORCEMENT OFFICER RESPONSIBLE FOR ENFORCING PROVISIONS OF THE ZONING ORDINANCE IN THE CITY OF ETOWAH, TENNESSEE

A motion was made by Commissioner Garwood to approve Ordinance 809 and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.

b.) Discussion of New City Hall Building and vote

City Manager Tina Tuggle presented the two layouts, if they would be considered, to the commission with specific details of a Modular Office Building.

Commissioner Garwood suggested to Demo the existing building and build another 3,100 sqft building to replace it.

A motion was made by Vice-Mayor Swayne to approve Option 2 for the new Modular City Hall Building and Commissioner James seconded the motion and motion carried with Commissioner Garwood Abstaining.

c.) Discussion and selection of Stage Cover Design

Mr. Jim Caldwell of the Historic Commission provided Mr. Paul Barnett's drawings to take into consideration. Mrs. Tuggle suggested to have an open meeting with Red Chair Architect Engineers for whoever wanted to have a say in the Stage Cover Design.

9) CITY MANAGER'S REPORT

August 29, 2017 – September 22, 2017

SPECIAL NOTE: Please note that we have not as of today's date received any details as to the Funeral services for Mr. Troy Harrison of the Utility Department and of the Etowah Fire Department. Our thoughts and prays go out to his friends and family. We all will remember his kindness. In honor of MR. Troy Harrison the field at Cox Field has been painted with a special logo. (see attached)

Also please note that Mike Moore has contacted the TN Chaplin's Association for assistance to fellow fire fighters during this time of loss. They will be on site next week to meet with all that feel the need to work through their loss.

1. Update: We have confirmed that weather permitting that the trees at the Boys Scout Lodge will be cut on Tuesday or Wednesday of next week. The Boy Scout Troop has been advised.
2. Update: The parts required to complete the new PD truck have not yet been received. It should be any day. WE will advise when we have a firm delivery date.
4. I have spoken with Eric as to issues with Vehicles with extremely loud radios driving through town as well as vehicles with loud exhaust systems. This will be addressed with the officers to make sure that they are enforcing.
5. As I mentioned in an email this week, there is a protest planned for Downtown Etowah on the 23rd of this month as to the death investigation of Ms. Burnette by her parents. The PD and I have drafted a Press Release as to this matter should it take place. WE have also contacted the TBI as to this same matter and have been advised that they are still awaiting the DNA results from the crime lab as well as the Medical Examiner's report on the cause of death. We were advised by the TBI that they will attempt to contact the family again as to this matter and advise of the items that are required before the case can be closed. Should there be any further updates on this matter I will advise.
6. Update: Concerned persons have been invited to attend the Commission meeting on Monday evening to share their opinions on the design of their liking. Durant advised that he will not be able to attend, but has provided me with the fact that he is good with either but prefers the closed end.
9. Update: I met with Lisa Hewitt Cruz from USDA on Friday as to the Cleanup we are planning for October the Athens Pike area. She advised that this matter will not begin now until after the first of the year.
10. UPDATE: There were two code violations heard on the 19th. The matters have been extended to the 4th of October. If they are not 100% corrected by that date the fines will have continued to add up and they will be fine and a judgement for cleanup will be issues which the city will pay and place a lien on property for payment

with taxes. After a review of the current violations issued we will have 16 to 20 matters heard by the Judge in October.

12. UPDATE: The building for the Fire Hall will be delivered by the end of the month and the clearing of the area has begun.
13. We are working on the website and still looking for pictures of the area if you all have any that you would like to share for use on the website.
14. As to the gutters at the Gem Theater I have had Monte look at them and he has advised that they are sufficient for the average rainfall. It appears that the issue is with the block walls at the base of the building. The penetration is coming directly into the lower levels and causing the flooding into the building.
15. The Chamber of Commerce has advised that they are planning for the Fall Craft Fair in October, the City will be supplying grounds pickup and litter control as well as the bounce houses. The PD and Fire will also be on task for the coverage of this 2 day event.
16. The residential garbage truck is at Freighter of Knoxville at this time for emergency repairs. The repairs are not under warranty and are expected to cost appx. \$5,000.00. We have borrowed a truck from Englewood for the time being. We have been advised that the parts are on back order and may take over a week to get in. The Catalytic Convert has gone out.
17. We will need to send out for bids for repairs to the rear side walls at Rotary park as there are large openings in the adjoining walls that is causing water to enter the adjacent buildings. The openings are in the area behind the finished partition wall at the Rotary Park. I will also be requesting information as to the newly exposed brick that was once concealed by the building where the Rotary Park is located. As the brick on the face of the buildings are Fire brick the others were considered construction brick due to the fact that they were concealed from the elements. There is a good possibility that these will require sealing to save the structure of the walls.
18. Billy Ingram, Mike Moore, Eric Armstrong, Brian Silber, Durant Tullock will be meeting with Mr. Jim Abbott and his committee as to the planning of the Veteran's Parade on September 27, at 5:00 p.m. This meeting will be at the Community Center.
19. There are 2 events scheduled at the Gem Theater within the next few weeks. A Magician will be there on October 7th and there will be a Tribute Show featuring Elvis, Loretta Lynn, The Blues brothers Dolly Parton, Jeff Foxworthy, and Elvis Gospel Tributes. I will attach the flyers for this event hereto.
20. The Fall Festival is scheduled for October 7th and 8th, Public Works and Parks will be assisting with Trash control, supplying the saloon jumps, and clean up. Of course we will be keeping an eye on the restrooms as well.
21. The 411 yard sale is scheduled for the 6th, 7th and 8th. Chase will be present during set up to ensure that all persons selling have the required permit. We will also be advising local business owners that if they are allowing person to set up booths in there area, that the vendors will be required to have a yard sale permit.
22. Billy is working on two grants for public works; 1 is for an oil heater and the other is for oil containers. We will advise should they be approved/accepted.

23. Public works will be working on pot holes throughout the area as well as the installation of the new street signs as soon as they are caught up on the cleanup with the grapple truck.

24. The grapple truck pick up 30+ loans last week and will continue to work to get caught up.

25. Principle Trammel spoken to Billy Ingram as to his wish to change traffic flow for drop off and pick up at the school. We have advised that this issue should go before the planning commission for approval.

26. Parks and Public Works will begin planting "milkweed" in the planned no mow no spray areas.

27. UPDATE: We have received 2 bids for the Fire Department grant for Air packs and filling station. These are being submitted to the state for review and we are awaiting the environmental impact review to be complete within the next few weeks. Once this is done we will begin the process of ordering and installation. **The Bids will be submitted within your packets for a vote to approve Vendor.**

28. The Etowah Fire Department hosted a Hazardous awareness training even last weekend at the Community Center. The class was attending by Athens City, Athens Rural, Etowah City and Rural, Englewood and Signal Mtn. The second section of this training will be this coming weekend.

29. The Etowah Police Department was awarded a grant in the amount of \$15,000 for DUI Enforcement and the purchase of a few body cameras. I will advise when award documents are received for the Mayor's signature.

Quote from Daily Fax as the award: " The Tennessee Department of Safety and the Tennessee Highway Safety Office have announced the awarding of the federal grant fund to local police departments. The Athens Police Department will receive \$5,000, Englewood gets \$3000, Etowah receives \$15,000, Niota get \$3000, and the Meigs County Sheriff's Department get \$13,000. The money is for such things as high visibility traffic enforcement and alcohol enforcement."

30. Rebecca has advised that the fund requested for the New Fire Building and the New City Hall will be received approximately October 1, 2017.

31. The City employees will be participating in Cancer awareness in October and November, and employee that wishes to make a donation will be allowed to do so out of the last check in the month of October and the Donation will be made in the honor of the City of Etowah and Ms. Eva Valentine. We will also be participating in NO SHAVE NOVEMBER to show support. I will speak with Dewy as to getting pictures of the departments November effects of NO SHAVE and a picture of them back to their normal selves. If anyone would like to make a donation towards this event please let me know.

31. I have spoken to Chad Reese as to the Ordinance for the Solar Panels that were discussed during the planning commission meeting last week. I believe that he will have a draft version for your review. If it is ready it will be placed in your packets Friday. However due to the time requirements for a Public Hearing being 10 days notice it would be up for review but could not be considered for vote until we advertise and schedule a special call or hold on next regular meeting date.

32. I have also spoken to Chad as to the issue we are having with the parking lot at Hardee's. We are to hear something back today if TDOT is willing to assist in getting this corrected. I was unable to meet with the Manager of Hardee's yesterday and will try again today.

33. Due to issues at the Depot grounds during the overnight hours, we have increased night patrols through the grounds to ensure that we do not have transients drinking, and other non-acceptable practices on the grounds. Brian Silber is checking into a camera that could record these areas for security.

34. I met with Englewood's new City Manager today and Mr. Mike Tallent. She is a delightful young lady.

35. I am still awaiting the contract for E & S Excavating from the City Attorney. As soon as this is received I will advise E & S it is ready for execution and we should be able to schedule a date range for demo.

36. The new circulation desk is in at the Library and is very beautiful. Many citizens have been impressed by the improvements.

37. Within your packet you will find a drawing of a proposed layout for the new City Hall. I will be presenting to you a GSA bid for a modular office building of 3120 sq feet that includes a Municipal Meeting room/Court Room the cost for this building are well within our budgeted numbers and will allow for a 87 to 10 week lead time to move in. The GSA contract would mean that we would not be required to bid this building out; we would only need to bid out the demo of the existing building, grading, parking lot and landscaping. We might also be able to save funds if the contractor bidding price requests and option ad on for the footers. I have provided herein a copy of a simple phot design of the exterior detail of the building.

Should Commission wish to proceed with this building I would require a vote for purchase and ordering.

I will have further details for you via a slide presentation on Monday night.


38. The Police Department has acquired 3 more vehicles that they request to be sold on Govedeals.com. They are as follows: 1991 Lexus, 1990 Nissan Frontier and a 2007 Dodge Charger. This will require a vote from Commission

Thank you ever so much for your time, should you have any further questions as to the matters listed above please do not hesitate to let me know.

10) UNSCHEDULED ITEMS

11) ADJOURNMENT

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



Gene Keller, Mayor

Rebecca Penney
Rebecca Penney, City Recorder

Respectfully submitted by:

Brooke Lane
Brooke Lane, Interim Recording Secretary