

**CITY OF ETOWAH, TENNESSEE
COMMISSION MEETING**

Record of Minutes of Regular **Meeting Date** November 27, 2017 **Sheet No. 1 of**

A regular meeting of the Etowah City Commission was held on Monday, November, 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 Moses, 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

A motion was made by Mayor Keller to approve Minutes from October 23rd, 2017 meeting with needed changes and Commissioner Garwood seconded the motion and motion carried with a unanimous vote.

With some discussion a motion was made by Commissioner Swayne to approve minutes from November 6th, 2017 minutes with adding in the necessary breakdown needed and Commissioner James seconded the motion and motion carried with a unanimous vote

David James stated last week was City Manager Tina Tuggle's one year anniversary and he wanted to recognize her for her hard work over the past year.

NEW BUSINESS

NEW BUSINESS

- a) Consideration and Passage of Resolution 1192

RESOLUTION NO. 1192

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

A motion was made by Commissioner James to approve Resolution No. 1192 and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.

YAY
KELLER
SWAYNE
GARWOOD

NAY

JAMES
HELM

RESOLUTION NO. 1193

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

A motion was made by Commissioner Garwood to approve Resolution No. 1193 and Vice-Mayor Swayne seconded the motion and motion carried with a unanimous vote.

YAY
KELLER
SWAYNE
GARWOOD
JAMES
HELM

NAY

- b) Chuck Hammonds with SETDD – Options and Approval of Etowah City Hall Locations

Mr. Hammonds presented the Commission with each building they looked at and the price per foot to fix each one for new Etowah City Hall. He suggested that downtown does matter and they came down to two options for the budget they were given. Mr. Hammonds recommended to purchase Anderson Drug store located at 725 Tennessee Avenue and do a total build out or move directly into Building located at 415 N. Tennessee Ave. Mr. Hammonds did state some of the prices presented to the Commission on remodeling these buildings could run a little low.

Commissioner Garwood asked why there is not the same issues upstairs in the Carnegie Library as in City Hall and Mr. Hammonds stated it was the way it was built and there was a ledge that was reported by contractors that keeps the moisture in the downstairs.

A motion was made by Vice-Mayor Swayne to look at 725 TN Ave and to look at a lease for the 415 N. TN Ave with City Manager to negotiate the agreements and Commissioner Garwood seconded motion and motion carried.

YAY
KELLER
SWAYNE
GARWOOD
JAMES

NAY
HELM

c) Approval of Community Center Roof Bid

A motion was made by Commissioner Garwood to accept Roof bid from Roof Repair LLC and Commissioner James seconded the motion and motion carried with a unanimous vote.

YAY	NAY
KELLER	
SWAYNE	
GARWOOD	
JAMES	
HELM	

d) Community Center Gymnasium Cost and Approval

A motion was made by Commissioner Garwood to accept cost of \$35,000 and Commissioner Helm seconded the motion and motion carried with a unanimous vote.

YAY	NAY
KELLER	
SWAYNE	
GARWOOD	
JAMES	
HELM	

e) Approval of Christmas Bonus and Christmas Party

A motion was made by Commissioner Garwood to approve Christmas Bonus and Mayor Keller seconded the motion and motion carried with a unanimous vote.

YAY	NAY
KELLER	
SWAYNE	
GARWOOD	
JAMES	
HELM	

f) Approval of 2018 Commission Meeting Calendar

A motion was made by Commissioner Garwood to approve 2018 Commission Meeting Calendar and Commissioner Helm seconded the motion and motion carried with a unanimous vote.

YAY	NAY
KELLER	
SWAYNE	
GARWOOD	
JAMES	

HELM

g) Approval of Depot Stage Cover Design

A motion was made by Vice-Mayor Swayne to approve the last option of the Depot Design and Commissioner Garwood seconded the motion and motion carried.

YAY
KELLER
SWAYNE
GARWOOD
HELM

NAY
JAMES

h) Appointment of Shaun Farrell to the Etowah Library Board and Term Limits

A motion was made by Commissioner Garwood to appoint Shaun Farrell to the Library Board and Commissioner Garwood seconded the motion and motion carried.

YAY
KELLER
SWAYNE
GARWOOD
JAMES
HELM

NAY

A motion was made by Vice-Mayor Swayne to approve the term limits of the Library board and Mayor Keller seconded the motion and motion carried with a unanimous vote.

YAY
KELLER
SWAYNE
GARWOOD
JAMES
HELM

NAY

8) **OLD BUSINESS**

a) Second Reading of Ordinance 810

ORDINANCE NO. 810

**AN ORDINANCE AMENDING THE ETOWAH MUNICIPAL CODE TITLE IX, CHAPTER 90,
GENEAL REGULATIONS, SECTION 90.04 LIVE STOCK OR FOWL**

A motion was made by Commissioner Garwood to approve Ordinance 810 with 60 foot revision and Mayor Keller seconded the motion and motion carried with a unanimous vote.

**YAY
KELLER
SWAYNE
GARWOOD
JAMES
HELM**

NAY

b) Second Reading of Ordinance 811

ORDINANCE NO. 811

**AN ORDINANCE AMENDING THE OFFICIAL ZONING ORDINANCE BY ADOPTING
STANDARDS FOR SOLAR FARMS AND ACCESSORY SOLAR COLLECTION SYSTEMS IN THE
CITY OF ETOWAH, TENNESSEE**

A motion was made by Commissioner Garwood to table and send back to Planning Commission to invite Ronnie Camps from Utilities for his input and Mayor Keller seconded the motion and motion carried.

**YAY
KELLER
SWAYNE
GARWOOD
HELM**

**NAY
JAMES**

c) Second Reading of Ordinance 812

ORDINANCE NO. 812

**AN ORDINANCE AMENDING THE OFFICIAL ZONING ORDINANCE TO
ADDRESS TEMPORARY SIGNS IN THE CITY OF ETOWAH**

With little discussion a motion was made by Commissioner Garwood to approve Ordinance 812 and Commissioner Helm seconded the motion and motion carried with a unanimous vote.

YAY

NAY

KELLER
SWAYNE
GARWOOD
JAMES
HELM

9) CITY MANAGER'S REPORT

October 23, 2017 – November 21, 2017

1. SETDD will be at the Monday Commission Meeting to present their findings at the November 27th, 2017 Commission Meeting. We would require a vote that evening if the Commission so makes a final selection on the site recommended by SETDD.

The motion would require permission for the City Manager to negotiate the contract of said property and closing date. Also, if repairs, alterations, changes and or upgrades are required I would request that the Commission approve for me to obtain said quotes.

2. There will be 6 cases heard at Municipal Court on Tuesday the 21st of November. I will advise as the findings with my next report

3. I have included within you packet a copy of recent photos of the 630 Tennessee Ave property owned by Mr. Russ Blair. As you will not his permit for this building expired 6 months after the date of issue which should have been June of 2016. I have spoken with Russ as to this matter and he has advised that he would be willing to obtain another permit. I told him that I would have to seek the approval of the Commission to do so as there has been no significant work done in the past year. . I asked him if he would consider demoing the property and donate it to the City. He advised he would contact his business partner and see what he felt as to that. I have not heard back from him at this time.

4. I have enclosed herein a sample drawing of our plans for the new green space that will be located on the site of the old Etowah Fire Hall. If the Commission is happy with the layout and proposed name I will begin to obtain final quotes for begin work in Spring of 2018.

6. The striping for Athens Pike will begin after Thanksgiving as it is a short week. We will proceed with the other locations as funds allow through the budget year.
I have enclosed a listing of the other desired locations for stripping with in you packet.

8. We are continuing on the website as planned and still aim for a January 1, 2018 live date.

9. We have scheduled open enrollment for the employee's new health care for the 28th of November. The employees will be offered an option to purchase additional life insurance.

10. As a reminder the staff Christmas Party will be held at 12:00 - 1:30 at the Community Center on

December 14th, 2017. Please attend. We would love to see you all there.

11. Enclosed herein you will find a listing of costs for the repairs to the ECC gymnasium. This is \$10,000 less than what we had budgeted. I would hereby ask that the Commission allow for the remaining \$10,000.00 to be applied to the fund for the ECC roof as it appears at this time we could make repairs to the entire roof and offset additional expenses for the remainder of the roof in the next few years.

12. I have issued 5 permits on properties that required roof and or reno permits this week and 1 HVAC permit.

13. We have hand delivered to all business in the city forms to complete to be placed on the city's new website to promote their businesses within the City of Etowah. I have had a good reply as of today's date. Business will have until November 17th, 2017 to be placed on the site prior to it going live. Businesses will still be able to be placed on the website each quarter thereafter.

14. Also, please note that Waffle House will be coming to Etowah! They have submitted their site plan to the planning commission and it was approved. I have been advised that the new business will be up and running within 6 months. I have received the building plans as well as of today and I will have Mr. Vezzani stop by City Hall top review.

15. I have ran an added for the selection of a new Buildings Codes/Building Inspection person. I hope to have a new person in place for this position prior to the first of the year.

16. The new Police Pickup truck has been received and the Department is very pleased to have the truck.

17. Within your packets you will find the revised drawings for the stage depot cover. We have forwarded them on to all parties with the Historic Commission to review and assure that the final plans meeting their expectations. We will present any further changes and or request for approval at Monday's meeting.

18. As we did not receive any bids for the basketball/tennis court bids, we have reached out to several companies to request bids. I will advise as to when they are received.

19. We are continuing to work on the new website and still plan for it to go live by the end of the calendar year. Remember that we will be doing new Commission photos at the next Commission Meeting.

20. We have received notification what Walgreen's has purchased Rite-Aid and has submitted a beer permit application that will need to be heard on the 27th as well. A copy of the Beer Permit Application will be within your packet.

21. The Public Works department has begun it preparations for the winter season including the salt truck and the holiday decorations. The holiday decorations will be started the first of next week.

22. I will be running an advertisement for legal notification of homeowners that I cannot locate as to

stay into legal compliance for the condemnation process. The properties at this time that are under consideration for coordination are as follows:

- 312 Athens Pike
- 111 Iowa Ave
- 513 Athens Pike
- 306 Alabama Ave
- 809 Illinois Ave
- 414 Ohio Ave – I am in contact with the bank at this time
- 200 Athens Pike
- 1009 7th Street
- 412 Ohio
- 1120 Ohio Ave (Please note I will be asking the Municipal Judge to schedule a time for the City to inspect this property as I have heard from Etowah Police that the interior of the home is in not standard condition)

There will be more to come. If we can contact the owners and they are unwilling to correct the issues we could obtain ownership if they will sign the property over to the City or at the next tax sale.

23. The paving work has been finished and I have received a great number of calls of appreciation for those roads being done.

24. The new rifles have been received at the police department as approved by the City Commission. The security measures have been strengthened to assure that we have no further issues with gun security.

25. The contractor is making great progress on the new fire hall bay on Robinson Street. We are looking at a completion date of 10 to 15 days depending on weather conditions. As we near a completion date, I would like to schedule a ribbon cutting with the Commission, Etowah Fire Department, local citizens and county officials.

26. The Fire Department has now set in place and is working towards meeting the new State of Tennessee Certification Standards. This has been a long process but are well on our way in ensuring that all Fire personnel have the Commission Standard Requirements. WE hope to have all of those employed within the Fire Department Certified to the standard of a Fire Fighter II by the End of Summer 2018.

27. Please note that I will be attending a LPRF Grant course on November 30ths to assure that we hit all of the requirements for the 2018 LPRF grant cycle.

Than you ever so much for your time and consideration with the above referenced matters. I hope you all have a Wonderful and Blessed Thanksgiving with your friends and family.

9) PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

Mr. Durant Tullock representing Etowah Chamber of Commerce brought to the Commission he met with TN downtowns and Rural Development to discuss marketing. Mr. Tullock invited the Commission and City Manager to the next meeting which will be held on December 19th at the Community Center with the time to be determined. Ms. Sandy Lambert came up with a Slogan "All Aboard Etowah" and he would like to see the City really promoting that.

Ms. Haroldean Thompson – 1031 Ohio Avenue- Ms. Thompson stated in the City Charter it's not clear on the "voting" section. She stated the Election Commission said anyone could start a recall and that is not what she understood from the Charter and someone who can not vote should not be able to start a petition in the public. Commissioner Garwood stated the state law is that anyone can start a recall.

Cindy Darnell – 1414 Ohio Ave- Ms. Darnell brought up the statement made by Commissioner Garwood about the Library and if they are having the same problems. She asked if there had been any Air Quality Testing within the building due to safeness of not only employees but Customers coming in the building as well. City Manager Tina Tuggle stated there had only been Mold testing done in the building and considering there is mold and obvious moisture it would not be very cost effective to do air quality testing as well.

10) UNSCHEDULED ITEMS

Commissioner James brought up the issue in their packets concerning 630 Tennessee Avenue. City Manager Tuggle stated that she needed guidance on how to go about the issue with extending a Building permit on this building even though it was pass due. Commissioner Garwood stated he would rather have the City Manager handle it with him instead of having a Public meeting.

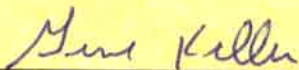
Commissioner Swayne wanted to acknowledge Public Works for doing a great job with the streets and leaf pick up.

Mayor Keller also brought up having semi-annual sanitation rates at the next meeting.

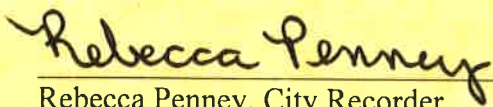
Commissioner Garwood brought up having an evaluation on City Manager Tina Tuggle.

11) ADJOURNMENT

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

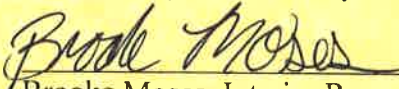


Gene Keller, Mayor



Rebecca Penney, City Recorder

Respectfully submitted by:



Brooke Moses, Interim Recording Secretary