

**CITY OF ETOWAH, TENNESSEE  
COMMISSION MEETING**

**Record of Minutes of** Regular **Meeting Date** January 23, 2012 **Sheet No.** \_\_\_\_\_

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A regular meeting of the Etowah City Commission was held on Monday, January 23, 2012 at 6:30 p.m. in the Council Chambers of City Hall, 723 Ohio Avenue, Etowah, Tennessee. Members present were Mayor Burke Garwood, Vice Mayor Charles Slack, Commissioner Ann Abbott, Commissioner Matt Goodin, and Commissioner Dennis Morgan. Also present were City Manager Matthew Gravley, and Recording Secretary Jamie Davis. Absent was Finance Director Melissa Henderson.

Mayor Burke Garwood called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance and Prayer.

**APPROVAL OF THE MINUTES**

*A motion was made by Vice Mayor Charles Slack and seconded by Commissioner Ann Abbott to approve the minutes for December 19, 2011. The motion passed unanimously by a commission vote.*

*A motion was made by Mayor Burke Garwood and seconded by Commissioner Matt Goodin to approve the minutes for Special Called Meeting on January 11, 2012. The motion passed unanimously by a commission vote.*

**PETITIONS AND COMMUNICATIONS FROM THE PUBLIC**

None

**NEW BUSINESS**

a. Approval to purchase a copy of the 2012 International Codes Collection including building and fire codes for existing structures totaling \$1,359.00. City Manager Matthew Gravley said this is something more or less we have to have. Dave Mason, Building Inspector, said we are required to update every 7 years. Commissioner Dennis Morgan ask how old our version was and Dave Mason its 6 years old.

*A motion was made by Commissioner Matt Goodin and seconded by Mayor Burke Garwood to approve. The motion passed unanimously by a commission vote.*

b. Approval to pay Caldwell Paving for 202 square yards of additional paving work in the amount of \$2750.00. City Manager Matthew Gravley explained the additional invoice was originally \$4116.76 with a reduction of \$1366.76 for a total due of \$2750.00.

*A motion was made by Vice Mayor Charles Slack and seconded by Commissioner Matt Goodin to approve. The motion passed unanimously by a commission vote.*

c. First Reading of Ordinance No. 720 by Mayor Burke Garwood

ORDINANCE NO. 720  
AN ORDINANCE TO ESTABLISH POLICY AND PORCEDURES  
FOR THE USE OF MOBILE SANITATION COLLECTION TRAILERS AND  
CONSTRUCTION AND REMODELING WASTE

*A motion was made by Commissioner Ann Abbott and seconded by Mayor Burke Garwood to approve. The motion passed 4-1 by a commission vote, Commissioner Dennis Morgan voted against it.*

Commissioner Ann Abbott ask if the residents did not pay would the bill be added to their taxes? Mayor Burke Garwood said it would come before the judge if it was not paid and go through the Municipal Codes system. Commissioner Dennis Morgan ask what if a resident only has a small load and City Manager Matthew Gravley said we would treat it as we did before and they would only pay the weight of what we are dumping. Commissioner Dennis Morgan ask what about a small load left on the side of the road? Commissioner Ann Abbott ask if there was still going to be a pride car at Public Works. Billy Ingram, Director of Public Works, said we are not trying to make a quick buck and it's all going to be a discretionary decision. We will still provide the same service as we do now we just need to help replenish funds for dilapidated vehicles. Mayor Burke Garwood ask Commissioner Dennis Morgan if he is saying we need different sizes of pride cars, if so this is something Billy Ingram will decide with the funds we are getting with the Rural Development Grant.

d. Discussion and approval of funds to demolish the Old Community Center for an estimate of \$10,000- \$12,000.00. City Manager Matthew Gravley said this amount will cover the demolition based on several estimates. We will do it in 2 different phases which are demolish and separate of material and then haul off of the debris. The county will haul off for about ¼ of the price of anyone else. Commissioner Matt Goodin ask if we need to bid this out? City Manager Matthew Gravley said the general contractors we have talked with are about 4 times more than the county. Mayor Burke Garwood said they are just looking for approval up to this \$10,000.00 - \$12,000.00 to get the job done.

*A motion was made by Commissioner Matt Goodin and seconded by Commissioner Ann Abbott to approve. The motion passed 4-1 by a commission vote, Mayor Burke Garwood voted against it.*

e. Report of expenditure at the Depot in the amount of \$5,051.00 for repair of leaking and freezing sprinkler fittings on the outside of the Depot. City Manager Matthew Gravley said we had begun noticing icicles hanging from the sprinklers. There were about 15-18 that needed repaired, if we did not fix the inside of the Depot would have been wet. Dave Mason said it was schedule 20 galvanized pipe and it should have never been that thin.

*A motion was made by Commissioner Matt Goodin and seconded by Vice Mayor Charles Slack to approve. The motion passed unanimously by a commission vote.*

f. Donations in the amount of \$1000.00 were approved for FY 2011-12. We had 4 applicants and we want to give each of them \$250.00. The applicants were Etowah Friendly Garden Club, Central Knights Football, Central Roundhouse Boosters, and McMinn Central Cheerleader Boosters.

*A motion was made by Commissioner Ann Abbott and seconded by Commissioner Dennis Morgan to approve. The motion passed unanimously by a commission vote.*

g. Carpet Quotes from Lowe's, Madison Carpet Outlet, and Dewayne Miller Floor Covering. Council Chambers, hallway, and safe room ranging from \$2580.05 to \$4608.09 depending on grade of carpet and moving of the furniture. City Hall, Council Chambers, hallway, and safe room ranging from \$4083.27 to \$7800.00 depending on grade of carpet and moving of the furniture. City Manager Matthew Gravley said he recommends using their guys so that we can keep business going in the Public Works Department. Madison Carpet Outlet is the best option with the full City Hall being \$7447.81 and the Council Chambers being \$4608.09. Mayor Burke Garwood said he would like to table this item until the next meeting in February.

h. First Reading of Resolution No. 1045

A RESOLUTION REQUESTING THE ETOWAH MUNICIPAL-REGIONAL PLANNING COMMISSION TO STUDY AND ISSUE A WRITTEN REPORT ON THE PROPOSED PLAN OF SERVICES ATTACHED HERETO AND MADE A PART HEREOF BY REFERENCE, PURSUANT TO T.C.A. §6-51-102, RELATIVE TO 176 PARCELS OF REAL PROPERTY WHICH ARE CONTIGUOUS TO THE WESTERN CORPORATE LIMITS OF THE CITY OF ETOWAH, TENNESSEE, AS SHOWN ON THE ATTACHED MAP.

Mayor Burke Garwood said he would like to defer this item until February because we are not quite ready and want to touch all bases.

## **OLD BUSINESS**

None

## **CITY MANAGER'S REPORT**

City Manager Matthew Gravley informed the commission of the Chamber of Commerce Banquet on February 16<sup>th</sup> at 7:00 p.m. in the McMinn Central High School Cafeteria. The Silent Auction begins at 6:00 and we will be donating a 1 year free family membership to the Community Center.

Melissa Henderson resigned last week and is moving to South Carolina, her last day will be February 3<sup>rd</sup> officially; last working day is January 31<sup>st</sup>.

We have begun the search for someone else and in the interim we are proposing to use EZ Tax Plus for the basics like accounts payable, accounts receivables, and balancing bank statements in the interim. This service would be about \$55-\$65 per hour and for Marilyn Miller about \$100 per hour with limited use. They would also be available to get the new person up to speed on our particulars, software system, etc. Mayor Burke Garwood said we should have bid this out. City Manager Matthew Gravley said ok we will do that.

Matthew Gravley said that Brian Silber, Director of Parks and Recreation, has an update on the new Community Center. Brian Silber says in just a little over 30 days we have had 323 members to join, 67 of them being city employees or utility employees. There have been about 1252 members have used the facility and roughly 3,500 come due to a program or rental of the facility, which averages about 115 people per day. Approximately 20% of usage is before normal business hours, 48% of using is after normal business hours, and 32% of usage is during the day. Everything has ran very smooth due to the good staff we have in place. We have been very pleased with the high school students that are working part time and the quality of their work. Commissioner Dennis Morgan ask if we were giving memberships to volunteers and Brian Silber said it has been discussed but we have not had anyone volunteers on a routine basis. Commissioner Ann Abbott ask when is the grand opening going to be and Mayor Burke Garwood said after we received the grant money of \$75,000. Brian Silber said the change orders will determine about the exit signs and Dave Mason has those ready to go. Mayor Burke Garwood said we have 40 acres out there, could we call UT Architecture School and see if anyone needs to build a portfolio or give us ideas and drawings for a trail. Brian Silber said he would call UT and see if the Landscape Architect program had anything. Commissioner Dennis Morgan ask if Brian had heard anything negative about paying for the games in the game room and Brian Silber said no not at all. Brian Silber also informed the Commission that we were getting a new item for smaller kids, a Tom and Jerry ride.

Matthew Gravley also stated the City would like to donate three 1 month memberships to the Central High School Renaissance Program for students who have good attendance, good grades, and do what they are suppose to do.

*A motion was made by Commissioner Dennis Morgan and seconded by Commissioner Matt Goodin to approve. The motion passed unanimously by a commission vote.*

### **UNSCHEDULED ITEMS**

Commissioner Matt Goodin said thanks for Melissa Henderson for her service and she was the longest tenured employee we had. Vice Mayor Charles Slack thanked Melissa Henderson for her help. And thanks for Matthew and Brian for their good job at the Community Center. Commissioner Ann Abbott said thanks for Melissa for her years of service and Congrats to Billy Ingram on his new baby. Also she stated that we need to make sure the tow services in town are on a 1,2,3 call rotation. Mayor Burke Garwood said that calls from Etowah are on a rotation.

### **ADJOURNMENT**

*A motion was made by Commissioner Matt Goodin seconded by Vice Mayor Charles Slack to adjourn the meeting. The motion passed unanimously by a commission vote.*

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E. Burke Garwood III, Mayor

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Melissa Henderson, City Recorder

Respectfully submitted by:

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Jamie L. Davis, Recording Secretary