

**CITY OF ETOWAH, TENNESSEE
COMMISSION MEETING**

Record of Minutes of Regular **Meeting Date** January 27, 2014 **Sheet No.** _____

A regular meeting of the Etowah City Commission was held on Monday, January 27, 2014 at 6:30 p.m. in the Council Chambers of City Hall, 723 Ohio Avenue, Etowah, Tennessee. All members of the commission were present. Also present were City Manager Matthew Gravley, Recording Secretary Eva Valentine, and Finance Director Rebecca Penney.

Mayor Jim Bull called the meeting to order at 6:30 p.m. followed with the Prayer by Chris Taylor from Cane Creek Baptist Church and Pledge of Allegiance.

APPROVAL OF THE MINUTES

A motion was made by Commissioner Dennis Morgan and seconded by Commissioner Jim Swayne to approve the previous minutes of the regular commission meeting held on Monday, December 16th, 2013. The motion passed unanimously by a commission vote with one note to be added being that Jo Ann Parker was also appointed to the McMinn County Library Board.

NEW BUSINESS

- (a.) Anne Abbott introduced Amanda Morgan as the new Director of the Etowah Arts Commission. Ms. Morgan explained her background has been in human resources and administration and that she was very happy to be with the Arts Commission. She has also been a volunteer for animal rescue projects and she is from the Cleveland, Charleston, TN area. Durant Tullock also commented on the upcoming events they are planning. Some of those being the John Stoddard Memorial Bluegrass Concert and the Young Authors Conference. They are planning six more exhibits in the upcoming months. New hours for the Etowah Arts Commission will be Thursday through Saturday 12:00 P.M. – 6:00 P.M.
- (b.) City Manager Matthew Gravley and Human Resource Director Eva Valentine announced the formation of the new safety committee for the City of Etowah employees. Ms. Valentine explained the committee consists of employees who have volunteered to participate and the committee will be meeting on a monthly basis. They will function as the review board for all city employee related accidents as well as be responsible to encourage all employees in their respective departments to be more aware of the safety and well-being of everyone. They are also being tasked to make observations of their work areas as well as their departments.
- (c.) Austin Beck residing at 522 Hillside Lane, Athens, TN 37303 came before the commission to submit his application for a proposed liquor store to be located at 623 North Tennessee Avenue, Etowah, TN. Each commissioner had been given copies of his business plan and drawings prior to the meeting. Commissioner Dennis Morgan expressed a concern with the drawings and Ordinance 736 requiring unobstructed view of the front of the structure. Mr. Beck acknowledged the area in question and expressed the changes would be taken care of. The date for the public hearing was scheduled for Monday, February 24th, 2014 at 4:00 P.M. in the Commission Chambers.

(d.) Mayor Jim Bull and City Recorder, Rebecca Penney conducted the first reading of Ordinance # 755.

ORDINANCE NO. 755

AN ORDINANCE AMENDING ORDINANCE NO. 740, THE CAPTION OF WHICH IS "AN ORDINANCE MAKING AND FIXING THE ANNUAL APPROPRIATIONS FOR THE SEVERAL DEPARTMENTS OF THE CITY OF ETOWAH FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014", BY ADJUSTING REVENUES AND EXPENDITURES IN THE VARIOUS FUNDS TO ASSURE EACH FUND REFLECTS SUFFICIENT MONIES TO CONCLUDE THE FISCAL YEAR ENDING JUNE 30, 2014.

A motion was made by Commissioner Jim Swayne to accept Ordinance 755 as read and seconded by Commissioner Dennis Morgan. Motion passed unanimously by a commission vote.

Police Chief Eric Armstrong and City Manager Matthew Gravley presented the request for approval by the commission to apply for a GHSO Grant for four (4) additional VIEVU Body Mount Cameras for the police department. The cost is to be \$3,376.00 which is the lowest bid from Custom Signals, Inc. of Lenexa, KS.

A motion was made by Commissioner Jim Swayne to approve the request and Commissioner Dennis Morgan seconded the motion and motion carried by a unanimous commission vote.

(c.) Consideration of Ordinance 756

Mayor Jim Bull conducted the first reading of Ordinance 756.

ORDINANCE NO. 756

**AN ORDINANCE ESTABLISHING
A DEPARTMENT OF COMMUNITY DEVELOPMENT**

Commissioner Burke Garwood made a motion to approve Ordinance 756 and Commissioner Jim Swayne seconded the motion and motion carried by a unanimous commission vote.

Mayor Jim Bull recommended the commission also vote on adding the proposed annual range to the pay plan.

Commissioner Burke Garwood made a motion to approve the pay range for the Community Development Director and Commissioner Jim Swayne seconded the motion and motion carried by a unanimous commission vote.

Commissioner Jim Swayne expressed concern regarding the employee at the museum vs. the part time employees and recommended consideration is taken when planning for the next budget year.

OLD BUSINESS

(a.) Adoption and Second Reading of Ordinance No. 752

Mayor Jim Bull conducted the second reading of Ordinance No. 752

ORDINANCE NO. 752

**AN ORDINANCE TO AMEND TITLE 7 OF THE
ETOWAH MUNICIPAL CODE ADOPTING BY REFERENCE THE INTERNATIONAL FIRE CODE
AND MAKING REFERENCES TO THE INTERNATIONAL BUILDING CODE**

Commissioner Dennis Morgan made a motion to accept Ordinance no. 752 as read, and Vice-Mayor Charles Slack seconded the motion and motion carried with a unanimous commission vote.

CITY MANAGER'S REPORT

City Manager Matthew Gravley reported the Parks/Recreation Director Brian Silber had negotiated a partnership with Waupaca with family memberships for all employees, which will increase the revenue for the Community Center. To accommodate the new partnership the hours will be expanded by opening one hour earlier and one hour later Monday through Friday and being open 9:00 A.M. through 6:00 P.M. on Saturdays and opening from 2:00 P.M. until 6:00 P.M. on Sunday. In the past two and one half weeks there have been forty-five Waupaca employees enrolled.

They also reported the next phase of finishing the gym floor is ready to begin and they have chosen an epoxy finish, which will be durable and should serve the facility well. The mulch for the playground will be delivered on Tuesday, January 28th and Public Works will be on hand to spread the mulch and this will complete the new playground. Director Silber reported that State Farm Insurance had approved the repairs for the gate at the Cox Athletic Field and it will be expanded for better handicap accessibility. He also announced the plans for "Winter Fest 2014" which will be held at the Community Center on Saturday, February 22nd. This will be a "family friendly" event which will include a comedian from "Side Splitters", a comedy club in Knoxville, TN as well as craft and food vendors and an assortment of bands.

Plans for the 2014 baseball season are underway and Lucas Cass, one of our part time Recreation Aide's has agreed to coordinate the season and registration is now open. The vandalism and theft cases have been solved which occurred at the Hopper Baseball Complex. Insurance claims will be possibly submitted for those losses. Mr. Silber will be attending two grant workshops for the LPRF Grant for the 2014 cycle. The commission expressed their pleasure in seeing Brian's return to work after his accident.

Director of Public Works and the Sanitation Departments, Billy Ingram explained the necessity to close Iowa Ave from 3rd Street to Jackson Street to through traffic for 4-6 weeks beginning February 3, 2014 due to reinforcing the boxed culvert to eliminate the erosion to the street. He did say he had budgeted for this and would be looking at several other areas that will need similar fixes.

City Manager, Matthew Gravley reported on the unexpected plumbing issue at City Hall and the Depot due to the extreme cold weather as being much more than expected. The total cost for both jobs was \$8,696.00.

A motion was made by Commissioner Burke Garwood and seconded by Commissioner Dennis Morgan to approve the \$8,696.00 expenditure for the plumbing repairs incurred at City Hall and the Depot. Motion passed unanimously by a commission vote.

Police Chief Eric Armstrong reported the new police car is now at Mountain View Ford awaiting the camera and radar equipment that should arrive by February 1, 2014. Chief Armstrong also reported the police departments' purchase of "Leads on Line", software package which gives the detective access to pawn shop activity in the outlying areas. This was budgeted for and should serve the department and our citizens well.

City Manager Gravley communicated to the commission the need for a vehicle for the new Building Inspector as Dave had been using his own vehicle. He asked the commission for suggestions. One suggestion was to use confiscated vehicles but the chief stated they could only be used for very specific reasons. Gravley also reported the city had been denied the Recycling Equipment Grant for the second year, but will continue to apply. He also has submitted an application for The RBEG, Rural Business Enterprise Grant which is a \$25,000.00 grant through Rural Development. This grant can be used for nice "Welcome to Etowah" signs for both 411 North and South and Hwy 30 as well as information kiosks which could serve to draw more attention to our downtown area. He also informed the commission of receiving an approximate bid of \$7,800.00 from a company to complete the Re Codification process in four to five months compared to a two year wait with MTAS. Commissioner Burke asked about their certification and Mr. Gravley explained they were a nationwide company that specialized in this service. He was asked to obtain more information.

Another issue Gravley presented was the roofs for both the post office and City Hall needing roof repairs and \$10,000.00 had been included in the budget amendment. He estimated the post office could be repaired for \$10,000.00 and the City Hall roof for approximately \$15,000.00. He then recognized Dave Mason's service to the city during his tenure and wished him the best for his upcoming retirement.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

None

UNSCHEDULED ITEMS

Commissioner Swayne asked for clarification on the stolen items referred to earlier in the meeting and City Manager Gravley stated the items had not been recovered and an insurance claim will probably be submitted. Mr. Swayne also suggested placing the old playground equipment at the ball field.

Commissioner Dennis Morgan questioned if both the Planning and Regular Commission had approved the final drawings Harry's Liquor Store. The Planning Commission had previously approved them and verification of the City Commission would be researched. Commissioner Burke Garwood stated he did not believe Harry's was ADA compliant in regard to the ramp located in the front of the store. Building Inspector, Dave Mason will check into this before his official retirement date of Friday, January 31st. Commissioner Garwood also recommended the Minutes of December 16, 2013 be amended to include Jo Ann Parker was also elected to the McMinn County Library Board.

ADJOURNMENT

A motion was made by Commissioner Dennis Morgan to adjourn the meeting and Commissioner Burke Garwood seconded the motion and motion passed unanimously by a commission vote.

Jim Bull, Mayor

Rebecca Penney, City Recorder

Respectfully submitted by:

Eva Valentine, Recording Secretary