

**CITY OF ETOWAH, TENNESSEE  
COMMISSION MEETING**

**Record of Minutes of** Regular **Meeting Date** August 25, 2014 **Sheet No. 1 of 5**

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A regular meeting of the Etowah City Commission was held on Monday, August 25, 2014 at 6:30 p.m. in the Council Chambers of City Hall, 723 Ohio Avenue, Etowah, Tennessee. Members present were Mayor Jim Bull, Commissioner Jim Swayne, and Commissioner Burke Garwood, Commissioner David James, and Commissioner Jason Cardin. Also present were City Manager Matthew Gravley, Recording Secretary Eva Valentine, and Finance Director Rebecca Penney.

City Manager Matthew Gravley opened the meeting by introducing our incumbent Commissioner Burke Garwood and the city's newest commissioners, Commissioner David James and Commissioner Jason Cardin and conducted the swearing in of them. City Manager Gravley asked for nominations for Mayor.

Commissioner David James nominated Burke Garwood, Commissioner Jim Bull seconded and motion carried by a unanimous vote.

City Manager Gravley asked for nominations for Vice-Mayor.

Mayor Burke Garwood nominated Commissioner David James as Vice-Mayor and Commissioner Jim Bull seconded the motion and motion carried by a unanimous vote.

Mayor Burke Garwood called the Etowah City Commission to order and Dr. Eldridge Cullen, from First Baptist Church led the prayer and followed with the Pledge of Allegiance to the flag.

**APPROVAL OF THE MINUTES**

A motion was made by Commissioner Jim Swayne and seconded by Vice-Mayor David James to approve the previous minutes of the regular meeting held on Monday, July 28th, 2014. The motion passed unanimously by a commission vote. Later in the meeting it was recommended to change the name from Ms. Shea to Ms. Shea Payne.

**NEW BUSINESS**

(a.) Surplus List

Mayor Burke Garwood made a motion to dispose of the surplus and outdated equipment. Commissioner Jim Swayne seconded the motion and motion carried.

(b.) Needs Assessment for Library

Marilyn Joiner informed the Commission of a "Needs Assessment of the Library" that will be conducted by Paul Barnett at no charge, and his findings should be available for review sometime in September. She also reported that the statistics when comparing attendance of the fiscal year 2009-2010 to 2013-2014, attendance increased from 11,000 to 22,600, which is a 105% increase. There was also a 66% increase in the computer usage.

(c.) Friends Fund Raiser

Ms Joiner also reported the "Friends of the Library" very first annual fundraiser, "Brew and Chew" will be held Saturday, September 20<sup>th</sup> at the Murphy Farm. All proceeds will go to the Etowah Library.

(d.) City of Etowah Seal and Logo

Community Director Chris Ingram presented a proposal to change the current seal and logo for the City of Etowah, which had already been approved by the Etowah Planning Commission.

Commissioner Jim Swayne made a motion to accept both proposals and Commissioner Jason Cardin seconded the motion and the motion carried by a unanimous commission vote.

(e.) Christmas Project

Detective Jim Shaw came before the Commission to announce that Reserve Officer Wes Atwell is now be in charge of the annual “Etowah Christmas Project”, which works to provide meals and gifts to needy families in Etowah. He also requested the City contribute \$450.00 to begin the project.

Commissioner Jim Bull made a motion to contribute \$450.00 to the fund and Commissioner Jim Swayne seconded the motion and motion carried by a unanimous commission vote.

Reserve Officer Wes Atwell then requested the City to establish a separate account or project for the “Etowah Christmas Project” in order for the committee to track and maintain a balance in the account from year to year as they expect to double last years’ donations. Last year \$3,000.00 was spent and this year they expect to double that amount.

Mayor Burke Garwood made a motion to create a new fund in the Police and Fire departments specifically for this project. Vice-Mayor David James seconded the motion and the motion carried with a unanimous commission vote.

(f.) Bobcat Repair Estimate

City Manager Gravley explained the repairs for the bobcat had been budgeted for in the amount of \$2,500.00 but the estimate is for \$6,296.00 and is asking the Commission to approve the difference of \$3,796.00 and the budget can be amended in regular mid-term budget in December

A motion was made by Mayor Burke Garwood and seconded by Vice-Mayor David James to approve the cost of the Bobcat repair. The motion passed unanimously by a commission vote.

(g.) First Reading and Passage of Ordinance 767

**ORDINANCE NO. 767**

**AN ORDINANCE TO AMEND THE OFFICAL ZONING MAP TO REZONE PROPERTY ON OHIO AVENUE FROM C-1 CENTRAL BUSINESS DISTRICT TO R-1 LOW DENSITY RESIDENTIAL DISTRICT, SAID AREA BEING LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF ETOWAH, TENNESSEE.**

**McMinn County Tax Map 118B, Group G  
Parcels: 037.00, 038.00, 039.00, 040.00, 041.00, 042.00, & 043.00**

Mayor Burke Garwood read the heading of Ordinance 767 and then explained the area encompassed in this rezoning ordinance.

A motion was made by Commissioner Jim Bull and seconded by Commissioner Jim Swayne to approve Ordinance 767. The motion passed unanimously by a commission vote.

### **OLD BUSINESS**

(a.) Announce the Awarding of LPRF Grant for Splash Pad

City Manager Gravley announced the City had been awarded the \$50,000.00 LPRF Matching Grant for a Splash Pad. Construction will begin within the next few months to be ready for operation for spring and summer, 2015.

(b.) Consideration of Bid for Hustler Lawn Mower Bid

City Manager Gravley explained we had only received the one bid from CARE Repair and was requesting the Commission approve the repair. Mayor Garwood questioned if we really need the additional equipment, and why fix it? Mr. Gravley explained the durability and value of this commercial grade machine and the several years of life remaining. Commissioner Swayne and Commissioner Cardin questioned the work load and the resale value of the machine.

Commissioner Jim Swayne made a motion to approve the bid for repairs to the Hustler Lawn Mower and Mayor Burke Garwood seconded the motion and motion carried.

(c.) Set Special Called Meeting for Awarding of Bid for Gem Theatre Repairs

Commission will be notified once the bids close.

(d.) Approval of expenditure to install new surveillance system at the Community Center-\$3,386.29

Mayor Burke Garwood made a motion to approve \$3,386.29 for the cost for installation of sixteen (16) cameras at the Etowah Community Center. Commissioner Jim Swayne seconded the motion and motion carried.

(e.) First Reading and Passage of Ordinance 765

### **ORDINANCE NO. 765**

#### **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF ETOWAH, TENNESSEE, TO ESTABLISH A DESIGN REVIEW COMMISSION FOR THE HERITAGE COMMERCIAL DISTRICT OF HISTORIC ETOWAH**

Mayor Burke Garwood read Ordinance 765 but suggested it be returned to the attorney for revisions pertaining to the appointment of members by the mayor, etc, and the effective date should be changed to become effective immediately upon passage. By a consensus of the commission the proposed ordinance was set aside until September meeting.

(f.) Second Reading of Ordinance 766

### **ORDINANCE NO. 766**

**AN ORDINANCE AMENDING ORDINANCE 751, THE CAPTION OF WHICH IS “AN ORDINANCE  
MAKING AND FIXING THE ANNUAL APPROPRIATIONS  
FOR THE ETOWAH CITY SCHOOL FOR THE FISCAL YEAR BEGINNING  
JULY 1, 2013 AND ENDING JUNE 30, 2014”, BY ADJUSTING EXPENDITURES IN VARIOUS  
DEPARTMENTS.**

Mayor Garwood suggested that City Recorder, Rebecca Penney contact the School Finance Director and request more information regarding this particular ordinance. He asked for a consensus to set aside until that information could be provided.

(g.) Police Vehicle Cost Comparison

City Manager Gravley presented the options for the Ram 4x4 pick-up truck for the police department and stated he chose this one for the more inexpensive cost. Police Chief Armstrong and Officer Tyler Gentry presented the pros and cons for a truck vs. an SUV for the department. Among the pros was easy access to alley ways, and a safer and more efficient rescue vehicle for an injured police officer. Officer Gentry cited the pick-up will be more cost-effective in the operation of the vehicle than a SUV, both fuel and maintenance.

Commissioner Jim Bull made a motion to approve the leasing of the Ram 4x4 pick-up truck. Commissioner Jim Swayne seconded the motion. Commissioner Jason Cardin voted yea, Vice-Mayor David James voted nay, and Mayor Burke Garwood abstained and motion carried.

**CITY MANAGER’S REPORT**

City Manager Matthew Gravley reported we have applied through the Pool for the Driver Safety Grant, a \$5,000.00 matching grant. The Police Department has applied and received the BPV matching grant in the amount of \$5,892.38 for the purchase of Survival Armor (vests). He also extended his thanks to Ms. Valentine for the new Commissioner Binders. He informed the Commission of the Governor’s Counsel that he will be attending beginning Tuesday, September 2<sup>nd</sup> in Nashville as well as the First Tennessee Downtown Meeting in Gallatin on Wednesday, September 3<sup>rd</sup>.

**UNSCHEDULED ITEMS**

Vice-Mayor David James expressed his appreciation for the voters and will try to do a good job with dignity and respect.

Commissioner Jim Swayne welcomed the new commissioners.

Commissioner Jim Bull also welcomed the new commissioners.

Commissioner Jason Cardin expressed his gratitude for the voters.

Mayor Burke Garwood requested a meeting be scheduled for 6:00 p.m., Thursday, September 4, 2014 at City Hall for the new commissioners to get acquainted with the City’s Departmental Directors and how the operations function.

Mayor Burke Garwood announced the appointment of Commissioner Jason Cardin and himself to the Etowah Planning Commission.

## **ADJOURNMENT**

A motion was made by Mayor Burke Garwood to adjourn the meeting and Commissioner Jim Bull seconded the motion. The motion passed unanimously by a commission vote.

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Burke Garwood, Mayor

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Rebecca Penney, City Recorder

Respectfully submitted by:

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Eva Valentine, Recording Secretary