

MINUTES OF AGENDA WORK SESSION
January 8, 2015 – 6:00 pm

To Set the Agenda For The
January 22, 2015 Council Meeting

The East Ridge City Council met pursuant to notice on January 8, 2015, 6:00 pm at East Ridge City Hall to set the agenda for the January 22, 2015 Council Meeting and other items. Mayor Lambert called the meeting to order.

Present were: Mayor Lambert, Vice Mayor Gravitt, Councilmember Cagle, Councilmember Manning, Councilmember Sewell, City Attorney North and City Recorder Middleton. City Manager Hyatt was not present due to illness.

Old Business:

Discussion of East Ridge Design Review Regulations and Manual Draft – City Treasurer Jablonski address the potential for these regulations. He stated that this draft needs a few minor tweaks before the next meeting. City Attorney North asked where this draft came from. Mr. Jablonski stated he has looked around at several cities, but this version came from Fairview, TN. It seemed to be the best fit for our situation. He stated that our building official has looked over this draft and is satisfied with it. Mr. Jablonski stated this would only apply to new development, not to existing businesses. Mayor Lambert asked if the Regional Planning Agency is looking at how we can change our current sign ordinance. Mr. Jablonski stated he will meet with John Bridger with the RPA to finalize the ordinance.

New Business Discussion:

Discussion of Retail Strategies – This was an item previously discussed in an agenda work session, but never brought forward to a regular meeting. Lacy Beasley with Retail Strategies stated this firm works with municipalities to bring in retail development. They do market analysis, strategic planning and retail recruitment. Laura Hudson with Retail Strategies stated they create a strategic plan, which can be used for new development and also for existing retailers. They also do studies on what people are spending outside of the East Ridge area. Ms. Beasley stated they will do an inventory of properties in the area, and then do recruitment to match these properties to prospective retailers. They also attend trade shows to help promote the City at no additional costs. The data they collect could also be used to bring in industrial development. Ms. Beasley stated they are proposing a 3-year contract with \$48,000 the first year and \$26,000 for the additional two years. Ms. Beasley and Ms. Hudson went over their backgrounds in retail development. Mr. Gravitt questioned if Retail Strategies would earn real estate commissions. Ms. Beasley stated if a broker is involved they would not collect a commission, but they could add an additional service of being the broker for the property and would get a commission, only if the City requested this. Mayor Lambert asked if we agree to the contract, would Retail Strategies be paid by another entity other than the City. Ms. Beasley stated their goal is to work for the City, but if an affiliate is used, with the City's approval, that could be a possibility. Ms. Beasley will provide the City Manager a list of the cities they work with.

Approval to trade surplus equipment for new Kioti tractor – Park Superintendant Bill Owens stated they would like to trade equipment that is not used often for the new tractor and a Gator. Director Martin recommended the quote from Homestead. He stated they could trade the old equipment in for the new tractor and gator and not have to pay anything; we would have a little money left to fix our old Gator. This item was indicated in red on the agenda, meaning staff would like to move it to the regular agenda session. Mr. North stated he does not think it is a good idea to move items over from the work session to the regular meeting. The item was not moved to the regular meeting.

Discussion of Independence Day celebration – Since it was already past time for the regular meeting to begin, this item was not discussed.

The meeting was recessed.

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE**

**January 8, 2015
6:30 p.m.**

The East Ridge City Council met pursuant to notice on January 8, 2015, 6:30 pm at East Ridge City Hall. Mayor Lambert called the meeting to order.

Councilmember Manning gave the invocation. All joined in the Pledge of Allegiance to the Flag.

Present were: Mayor Lambert, Vice Mayor Gravitt, Councilmember Cagle, Councilmember Manning, Councilmember Sewell, City Attorney North and City Recorder Middleton. City Manager Hyatt was not present due to illness.

Consent Agenda:

- A. Approval of Minutes December 8, 2014 Organizational Meeting
- B. Approval of Minutes December 11, 2014 Council Meeting
- C. Approval of Minutes December 18, 2014 Council Meeting (recessed from December 11, 2014)
- D. Declaration of Surplus Property

Mayor Lambert stated he would like to amend the minutes from December 11, 2014 as follows: Resolution No. 2449 lowers the sales price of the property at 4150 Monroe Street from \$650,000 to \$600,000. This amount was only in the Resolution, and not stated in the minutes. Mayor Lambert would like the amount of \$600,000 added in the discussion in the minutes. Mayor Lambert made a motion, seconded by Councilmember Manning, to make this amendment to the minutes. The vote was unanimous. Motion approved.

Councilmember Cagle stated he would like to amend the minutes from December 11, 2014 as follows: During discussion of the bonuses, Mr. Manning asked Mr. Jablonski how much was in the reserves. Mr. Jablonski stated approximately \$4 million. Mr. Cagle would like these comments added to the minutes showing the reserve balance of \$4 million, plus the total amount in bonuses to be \$13,400. Councilmember Cagle made a motion, seconded by Councilmember Manning, to make this amendment to the minutes. The vote was unanimous. Motion approved.

Mr. Jablonski stated that Item D on the Consent Agenda relates to an item on the agenda work session which was not moved over to the regular meeting agenda - Approval to Trade Surplus Equipment for New Tractor. He stated this equipment was to be declared surplus only for the purpose of the trade; the City would keep the equipment if no trade was approved. Vice Mayor Gravitt made a motion, seconded by Councilmember Sewell, to remove Item D – Declaration of Surplus Property from the consent agenda. The vote was unanimous. Motion approved.

Vice Mayor Gravitt made a motion, seconded by Councilmember Cagle, to approve the consent agenda as revised with the stated changes. The vote was unanimous. Motion approved.

Communication from Citizens:

Frances Pope, 1913 Close Road, thanked City Attorney North for stating in the agenda work session that items should not be moved from the agenda session to the regular meeting. She also discussed leasing of the gators, which will be on the next agenda. Ms. Pope also discussed moving the fire station and stated that Chief Williams is not in favor of building a fire station in Camp Jordan. Mayor Lambert stated that no decision has been made on moving or expanding the fire station; staff is only gathering information to do so. Ms. Pope also believes that too much money is being spent at Camp Jordan, such as ball field lighting, etc., which could be better spent on a new fire station.

Vice Mayor Gravitt addressed Ms. Pope's issues. He stated he was not on Council at the time the ball field lights were purchased, but he knows that we have a tremendous amount of ball tournaments at the Park. Mayor Lambert stated that our insurance carrier checked out the old lights and they were almost uninsurable and in disgraceful condition. There was no option but to replace them.

Mr. Gravitt also stated that when Chief Williams tells the Council that the fire station must be built on the other side of the interstate in order to maintain their ISO rating, then that is what must be done. He stated that an agreement was reached with the owner of the "Brown" property, and then the owner changed the amount to \$70,000 more than what was agreed upon. Mr. Gravitt stated the City has approached other property owners with no luck. Mr. Gravitt asked John Healy, the developer, when the "drop dead" date is to be out of the fire department. Mr. Healy stated the city must be out of the fire hall by February 15th, with construction on Bass Pro beginning on April 1st. The developers have to get the property ready for construction by taking out a sewer line, other utilities, etc. Councilmember Cagle stated that part of the Brown property that was originally agreed upon was in Georgia and asked if the City would be insured. City Treasurer Jablonski stated that we would be insured but there are no tort limits in Georgia and any civil damages could be high.

Vice Mayor Gravitt made a motion, seconded by Councilmember Manning, to move Item 8B – Discussion of Fire Station, to this portion of the agenda. The vote was unanimous. Motion approved.

Discussion of Fire Station - Chief Williams stated he has met with Mr. Brown to discuss the original agreement that Mr. Brown has changed several times. The Chief believes this is not good business, plus the sewer runs into Georgia, they are not sure of the location of the water lines, there could be flash flooding issues, and issues with TDEC because of water run-off. He believes the property is not suitable.

Mr. Gravitt stated that a temporary fix could be to park the fire trucks in the back side of the arena. Chief Williams stated we are in the middle of indoor soccer and that area is used for storage. The Chief's plan at this time is to temporarily bring equipment back to Station 1. He stated this would not affect the department's ISO rating as long as there is a plan in place. He may have to store one engine in a different location.

Councilmember Sewell still is in favor of moving the building into Camp Jordan, at least short term. He discussed selling the building. The chief stated there are positive and negative things about going to Camp Jordan. He stated there is room to expand, but the distribution area for ISO will be moved to around Mack Smith Road; it now goes to Keeble St. Mayor Lambert stated it might be a good idea to disassemble the fire station and reuse at another location. Chief Williams stated that certain things would have to be moved such as the generator, an LP tank and a gas line. The Mayor stated it would be wise to get everything off the impound lot area and turn it over to the developers as soon as possible. There is a request for proposals currently advertised to move the building. Mr. Jablonski stated one alternative would be to purchase the “Butler” building and repurpose it later in the park.

Vice Mayor Gravitt made a motion, seconded by Councilmember Manning, to utilize any and all city personnel to remove immediately any equipment that the city is going to keep, attached or unattached, and store it at McBrien. Mr. Healy stated that according to Article 3, Section 3.01 of the agreement with the City, they can provide the City with 30 days notice to be off the property, but the building will be delivered “as is” to the developers. They have no problem letting the City have the building, but if it is not moved by February 15th, then they will have to demolish the building. The vote was unanimous. Motion approved.

Councilmember Cagle made a motion, seconded by Councilmember Manning, to rescind the original resolution which approved the terms of the agreement for the Brown property. The vote was unanimous. Motion approved.

Mayor Lambert stated that the City needs to put up a “Butler” building as a temporary location for Station 2. Council can direct the City Manager or the Deputy City Manager, since Mr. Hyatt is absent, to move forward with purchasing the building, which could cost between \$75,000 and \$100,000. The Mayor made a motion, seconded by Councilmember Sewell, to direct the Deputy City Manager to have staff remove everything from the impound lot located next to the fire station as quickly as possible. The vote was unanimous. Motion approved.

At this time, the Mayor called for a 10-minute break.

Communication from Citizens: (continued)

Mimi Lowrey, 819 Mt. Belvoir Drive, stated the overrun for the new playground at Camp Jordan should be paid for out of the proceeds from the Christmas light show. She also stated that Council does not need to go to the Governor’s inauguration; that other cities are not sending representatives. Mayor Lambert stated that Governor Haslam signed the Border Region Act in law, which will transform the City, and believes it is very important for the City to be represented at the inauguration. Mr. Manning also stated the Council needs to go and show their appreciation to the Governor. Ms. Lowrey also discussed regulating the number of check cashing businesses in the city and rental property inspection.

Dodd King and Kelly with the Christmas Nights of Lights presented a check to Mayor Lambert in the amount of \$32,822, which are proceeds from the light show at Camp Jordan. Director Martin stated that, in addition, over \$30,000 will go to the East Ridge Needy Child Fund.

Communication from Councilmembers:

Mr. Manning and Mr. Sewell had nothing at this time.

Councilmember Cagle asked everyone to remember the family of Marilyn Tilley in their prayers, during the illness of her mother.

Vice Mayor Gravitt asked everyone to keep the family of Vince Dean in their prayers, during the illness of his mother.

Mr. Gravitt asked everyone to remember the family of Patsy Hazlewood, whose husband recently passed away.

Vice Mayor Gravitt stated there have been recent comments on Facebook about Camp Jordan being a dangerous place to go. Mr. Gravitt asked Mr. King, with the Christmas light show, since he basically lived there for a few months during the show, if he believed the park to be dangerous. Mr. King stated he has had no major problems while at the park and believes it is basically a safe place. Mr. Gravitt feels that Camp Jordan is no more dangerous than any other place, such as Coolidge Park, the River Walk, etc. Chief Reed will have a report at the next meeting on incidences at Camp Jordan and Pioneer Playground.

Mayor Lambert stated that someone contacted him about bags of leaves that have been on Fountain Avenue for a while. He also stated someone called him about a ditch on Wake Robin that is clogged with leaves. The Mayor also discussed a problem that the owners of the Corner Café have with WWTA ordering them to install a new grease trap. He stated they already have a 40-gallon trap which is supposed to be sufficient for WWTA. They were told by WWTA that the business would be shut down on the following Tuesday if the new trap was not installed. Mr. North will inquire to see if WWTA can actually shut down a business. Council will also look at the term of the current representative.

Communication from City Manager:

City Treasurer Jablonski stated he had nothing for Council at this time, but would like to follow up on comments made about Camp Jordan. He stated that he takes his son to the new playground at Camp Jordan and always feels safe.

Old Business:

ORDINANCE NO. 982 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE TO REZONE THE PROPERTY LOCATED AT 4150 MONROE STREET FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (2nd and final reading) – City Attorney North read on caption. Councilmember Cagle made a motion, seconded by Councilmember Sewell, to approve Ordinance No. 982 on second and final reading. The vote was unanimous. Motion approved.

New Business:

RESOLUTION NO. 2453 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RETAIL STRATEGIES FOR MARKET ANALYSIS, STRATEGIC PLANNING AND RETAIL RECRUITMENT – City Attorney North read on caption. Vice Mayor Gravitt made a motion, seconded by Councilmember Manning, to table Resolution No. 2453. The vote was unanimous. Motion approved.

RESOLUTION NO. 2454 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE USE OF FUNDS FROM THE BAN ACCOUNT TO PAY FOR ADDITIONAL COSTS RELATED TO THE INSTALLATION OF A PLAYGROUND AT CAMP JORDAN PARK – Councilmember Sewell made a motion, seconded by Councilmember Manning (for discussion purposes), to approve Resolution No. 2454. Councilmember Manning stated he has safety concerns about the mulch at the playground; that it is wood rather than rubber. Director Martin stated it is an engineered wood and synthetic fiber material which passes all safety requirements and is approved by TML, our insurance carrier. Vice Mayor Gravitt asked why there was an overrun of almost \$13,000 when originally it was a \$35,000 playground. Director Martin stated that concrete had to be poured, plus the area had been declared a wetland by the state, so extra drainage pipe had to be installed to reroute the water in order to alleviate flooding in that area.

Director Martin also discussed comments made earlier about money being spent in Camp Jordan. He stated that everything that is done at the park is to generate revenue, which has a positive economic impact on the City. He stated we are bringing in unbudgeted money, such as revenue from the Christmas light show. He also stated that Matt Wood, with Exit 1, LLC, told him that the park was a major factor in closing the deal with Bass Pro.

Mr. Gravitt stated he has supported everything at Camp Jordan and appreciates everything the staff does. Mr. Gravitt would like a report by the next meeting on where Parks and Recreation stands in their budget. There was also a discussion of the fencing around the amphitheater and why it was taken down. Mr. Gravitt stated the cost of the playground overrun and the fence should be taken out of the proceeds of the Christmas light show at the park and not out of the BAN fund. Mr. Sewell and Mr. Manning withdrew their motion and second. Vice Mayor Gravitt made a motion, seconded by Councilmember Sewell, to deposit the proceeds from the Christmas light show into the general fund and designate those funds to pay for the playground overrun and the fencing at the amphitheater area. The vote was unanimous. Motion approved.

RESOLUTION NO. 2455 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, HEREBY REQUESTING ASSISTANCE FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION’S 2015 SAFE ROUTES TO SCHOOL PROGRAM – City Attorney North read on caption. Mr. Jablonski stated this is a 100% grant to be used for Spring Creek and East Ridge Elementary Schools. Councilmember Manning made a motion, seconded by Councilmember Cagle, to approve Resolution No. 2455. The vote was unanimous. Motion approved.

RESOLUTION NO. 2456 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO PROMOTE COMPLETE STREETS WITHIN THE CITY OF EAST RIDGE – City Attorney North read on caption. City Treasurer Jablonski

stated this will help promote safe streets for pedestrians, joggers, cyclists, and automobiles. He also stated if we incorporate this policy into various projects, we are more likely to get grant money especially from TDOT. Vice Mayor Gravitt made a motion, seconded by Councilmember Manning, to approve Resolution No. 2456. The vote was unanimous. Motion approved.

Vice Mayor Gravitt would like to explain his earlier comments. He stated we have a \$2 million BAN note that we have to do something with by May. We are working on a \$3.5 million note and are looking at buying a \$600,000 fire truck. He also stated that more retail developers could come in asking for tax incentives in the Border Region Act. He stated that just because money has been budgeted, it does not mean we have to spend it. He would like for everyone to watch their spending and tighten their belts.

Discussion of Leasing Two (2) Gators – Director Martin stated that these are not two additional Gators. If we make the trade discussed earlier, we will not need these gators. He stated we use gators to drag their fields, move soccer goals and other jobs. Mr. Martin also stated if we leased the Gators, it would come out of our non-profit football club. Mayor Lambert stated this would be the alternative to making the equipment trade.

Discussion of Creating Position of Part-time Senior Activities Coordinator for Community Center – Mayor Lambert stated this was brought up by a citizen in the last meeting. Councilmember Manning made a motion to table, which died for lack of a second. Director Martin stated this position is for 12 hours a week at \$10 per hour, with no benefits. This person would expand the Silver Sneakers exercise program, coordinate dances, karaoke, line dancing, etc. Councilmember Sewell stated the City needs to do more for the seniors and with the current Silvers Sneakers program funded through the YMCA, all seniors cannot participate for free; it depends on what insurance carrier they have. Councilmember Sewell made a motion, seconded by Mayor Lambert, to approve creating this position. Roll call vote: Vice Mayor Gravitt - pass; Councilmember Cagle - yes; Councilmember Manning - no; Councilmember Sewell - yes; Mayor Lambert – yes; Vice Mayor Gravitt – yes. Motion approved.

Discussion of Attending National League of Cities Conference in Washington, DC – March 8-11, 2015. – Vice Mayor Gravitt made a motion, seconded by Councilmember Sewell, to table this item. The vote was unanimous. Motion approved.

Permission to Obtain Bids for Fencing for Camp Jordan Amphitheater Area – Vice Mayor Gravitt made a motion, seconded by Councilmember Sewell, to table this item. Councilmember Cagle stated that he received a text stating that Bug-a-Paluzza may not have their event at the park if no fence is put up. Director Martin stated the old fence needed to come down. Vice Mayor Gravitt stated that after paying security, sanitation, etc. he feels we do not make much money on some of the events, such as J-Fest. Mr. Gravitt asked why the city provides security and sanitation; why doesn't J-Fest pay it. Mr. Ted Gocke with J-103 came forward to address this. He stated that when J-Fest first started, the City wanted to promote the event and have people coming to the park, so the city offered to provide these services. Mr. Gocke stated that approximately 10,000 attend the event. Portions of the proceeds go to various charities. Mr. Gravitt stated he has no problem with the City breaking even on these events, but wants this to be an equal partnership. Mayor Lambert would like to see the remainder of the proceeds from the Christmas light show go to paying for the fence. Mr. Martin stated that the bid would be for

a 5-foot high black chain link fence, plus one vendor will donate a 3-foot high rail fence around “Jo’s Garden” if he is selected. Mayor Lambert stated the Council and staff need to have planning sessions to discuss these types of issues. Mr. Manning believes there should be a fence put back up for safety reasons. Vice Mayor Gravitt and Councilmember Sewell withdrew their motion and second to table this item. Vice Mayor Gravitt made a motion, seconded by Councilmember Cagle, to approve obtaining bids for the fencing at Camp Jordan. The vote was unanimous. Motion approved.

Permission to Obtain Bids for Geographical Positioning System – Vice Mayor Gravitt made a motion, seconded by Councilmember Sewell, to table this item as well as Item J – Permission to Obtain Bids for Timeclocks. The vote was unanimous. Motion approved.

The meeting was adjourned.

**CALLED MEETING OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE**

January 20, 2015 – 6:00 pm

The East Ridge City Council met pursuant to notice on January 20, 2015, 6:00 pm at East Ridge City Hall for the purpose of:

- Discuss/Take Action on Fire Station

Mayor Lambert called the meeting and all councilmembers were given notice of the call. Mayor Lambert called the meeting to order. Councilmember Manning gave the invocation and all joined in the Pledge of Allegiance to the flag.

Present were: Mayor Lambert, Vice Mayor Gravitt, Councilmember Cagle, Councilmember Manning, Councilmember Sewell, City Manager Hyatt, City Attorney North and City Recorder Middleton.

Discuss/Take Action on the Fire Station – Mayor Lambert asked to hear from City Staff on removing items from the Fire Station as requested in the previous meeting. Chief Williams stated they moved all items from Station 2, have made preparations to have the generator removed, will move the LP today and radios hopefully by Friday. He believes at this point, they could be out of the station in one to two days. The Chief is getting prices on moving the 35-foot awning to Station 1. The awning can be closed in so they can park a truck in it. They can remove the cabinets and appliances, in one to two days. They are storing items at the McBrien School building because it is secure. City Manager Hyatt stated the impound lot is almost finished; all cars can be moved there by tomorrow and fencing at Station 2 will be taken down by the end of the week. Everything will be out no later than one day prior to the deadline.

City Treasurer Jablonski stated that staff sent out a Request for Qualifications for physically moving the Fire Station to another location. We did not receive any responses from moving companies, only one from an engineering firm and one from an architectural firm. Both stated it would take time for this process and had concerns about moving the building from one location to another.

Councilmember Sewell asked if the City had time to dismantle the building and store it somewhere or possibly sell it for scrap. Mr. Jablonski stated that Byron Ray, Building Maintenance Supervisor, has spoken to someone about dismantling the building. The Mayor stated that even though we currently do not have a location for the building, it could be stored.

Mr. Jablonski presented information on “Butler” buildings. Mr. Hyatt stated a “Butler” building approximately 40’ x 60’ could cost approximately \$180,000, as opposed to building a new building at approximately \$800,000 - \$1 million. One option would be to place a “Butler” building in the park to use temporarily as a fire station and once a permanent building was constructed, Camp Jordan could use the “Butler” building.

Mr. Hyatt stated he has looked at property options, possibly around a church in that area, plus he has contacted the owner of the flea market. Councilmember Sewell suggested looking at property on Frawley Road and St. Thomas Street.

Councilmember Cagle discussed the City's ISO rating and asked if it would drop if we moved the station. Chief Williams stated that ISO looks at distribution, which is typically in a mile and a half range. In order for us to keep this distribution, the station must be located on the east side of the interstate, in case something happens that shuts down the portion of Ringgold Road around the bridge. The Chief stated the City is reevaluated every four years, but as long as we have a plan in place it will not affect our rating.

Chief Williams stated he does not want to make any hasty decisions and believes the Brown property was a bad deal. Vice Mayor Gravitt commended the Chief for speaking up about that particular property. Mr. Gravitt stated we need to look at procuring property, not building a building at this time. He believes the City needs to retain the services of a real estate broker to find property and pay them a commission. City Attorney North stated there is also a possibility of using eminent domain since this would be for the greater good of the City. An appraisal would have to be done to determine fair market value.

Mayor Lambert stated we need to broaden our search to various side streets, not just Ringgold Road. Mr. Gravitt stated it is not the job of Council to locate and negotiate for property and Administration may not have the time to devote to this; that is why he is suggesting hiring a real estate broker. The fees would range from 5% - 10%.

City Manager Hyatt stated we have temporary set up for the firefighters. They could stay in the Arena during the day, with a truck located there, and move back to Station 1 at night.

Vice Mayor Gravitt made a motion, seconded by Councilmember Sewell, to direct the City Manager to advertise for a Request for Qualifications for all Tennessee licensed brokers for the purpose of procuring real estate for a new fire station, excluding the broker fees if the City used eminent domain to procure the property. The vote was unanimous. Motion approved.

Councilmember Manning made a motion, seconded by Councilmember Cagle, to have the Mayor, the City Manager, the City Attorney, and the Fire Chief look at the property to see if it is suitable before it comes back before Council. The vote was unanimous. Motion approved.

Mayor Lambert stated at his point it would be best to salvage what can be saved from the building, such as metal, windows, etc. and store or sell the items. Mr. Sewell stated he believes the developers have no problem with this; they just need everything off the property before the deadline. Mr. North stated he would hope the developers would give the City an extra day of two if necessary. Mr. Gravitt suggested the City Manager look at the cost of salvaging some of the equipment to see if it is worth what it would cost to do so. Mayor Lambert made a motion, seconded by Councilmember Manning, to salvage any items that can be cost-effectively salvaged from the building, with actual removal prior to February 12, 2015. The vote was unanimous. Motion approved.

The meeting was adjourned.

MINUTES OF AGENDA WORK SESSION
January 22, 2015 – 6:00 pm

To Set the Agenda For The
February 12, 2015 Council Meeting

The East Ridge City Council met pursuant to notice on January 22, 2015, 6:00 pm at East Ridge City Hall to set the agenda for the February 12, 2015 Council Meeting and other items. Mayor Lambert called the meeting to order.

Present were: Mayor Lambert, Councilmember Cagle, Councilmember Manning, Councilmember Sewell, City Manager Hyatt, City Attorney North and City Recorder Middleton. Vice Mayor Gravitt was not present.

Old Business:

ORDINANCE NO. 983 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ADOPTING A DESIGN REVIEW MANUAL (2nd and final reading) – Mayor Lambert said there is a possibility this item will be tabled tonight so first reading would be on February 12th. Councilmember Cagle asked if the City currently has a design review manual. Mr. Hyatt stated that we do not; we only have a landscaping plan which is not as comprehensive as the design review manual.

ORDINANCE NO. 984 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 971 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2014 TO JUNE 30, 2015 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT...” BY CHANGING REVENUES OF THE GENERAL FUND AND GRANT FUND, AND DESIGNATING A PORTION OF THE FUND BALANCE OF STATE STREET AID FUND, FEDERAL FORFEITURE FUND, AND THE SOLID WASTE FUND, AND CHANGING THE EXPENDITURE FOR THE GENERAL FUND, STATE STREET AID FUND, FEDERAL FORFEITURE FUND, AND SOLID WASTE (2nd and final reading) – Mr. Jablonski stated this amendment includes grant revenues and matching expenditures, state street aid to match grant fund, added Christmas bonuses, and fencing at the park from revenues from the Christmas Nights of Lights. He stated the entry entitled Safe Routes to Schools should actually be the Multi-modal grant. Mr. Jablonski stated we have not yet received the \$3.5 million from bonds; this is anticipated revenues. Councilmember Cagle stated there was a typographical error in the ordinance. The Christmas bonus line item for Administration read \$754,800.00; it should have read \$754.00.

New Business Discussion:

RESOLUTION – TO APPROVE FENCING BIDS FOR CAMP JORDAN AMPHITHEATER AREA – Director Martin stated we have two options on the fencing. We can bid it out for purchase and installation or we could get three prices on just the fencing and have our crews do the installation. City Manager Hyatt stated we would have to compare our

crew time with the vendor installation to see if it is practical for the City to install. Mayor Lambert stated the money should come out of the proceeds from the Christmas Nights of Lights.

Discussion of Independence Day Celebration – Mr. Hyatt stated he has discussed with Council on what they would like to see as far as fireworks or entertainment. He will have a recommendation at the next meeting. He has not heard anything from the East Ridge Merchant’s Association about Libertyfest. This event would be sponsored by the City.

Approval to waive fees for Bug-a-Palüza for use of Camp Jordan in April 2015 – Director Martin stated we have partnered in the past with the Scenic City Volks Folks, who sponsor the event. He also stated that proceeds going to the Ronald McDonald House from Bug-a-Palüza have increased from \$6,000 to \$29,000. The City’s sponsorship would be approximately \$3,000, but we do receive some money from RV lot camping, plus the group has another event in the fall called Swap-a-Palüza, and we receive approximately \$2,000 from that event. Councilmember Cagle stated the park handles all the sanitation for the event, plus the park police, but stated these events bring in a lot of money to the City.

Other Items:

Councilmember Manning had nothing at this time.

Councilmember Sewell discussed the design review manual. The Mayor stated this possibly will be tabled since Council has not had enough time to look over the manual. The Mayor suggested having a workshop to discuss the manual.

Councilmember Cagle stated the Library parking lot needs more lighting, and possibly using solar lights. Mr. Hyatt stated there is a possibility of getting something from Fire Station 2.

City Attorney North had nothing at this time.

Mayor Lambert stated that with the Bass Pro Shop coming in, that Council may want to consider having a workshop sometime in February to talk about transportation related issues. He stated there has been some discussion about making Exit 1 flow smoother.

The meeting was adjourned.

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE**

**January 22, 2015
6:30 p.m.**

The East Ridge City Council met pursuant to notice on January 22, 2015, 6:30 pm at East Ridge City Hall. Mayor Lambert called the meeting to order.

Councilmember Manning gave the invocation. All joined in the Pledge of Allegiance to the Flag.

Present were: Mayor Lambert, Councilmember Cagle, Councilmember Manning, Councilmember Sewell, City Manager Hyatt, City Attorney North and City Recorder Middleton. Vice Mayor Gravitt was not present

Mayor Lambert asked everyone to keep the family of Rev. Billy Dean in their prayers in the recent loss of Mr. Dean's wife. Rev. Dean was responsible for scheduling the pastors to do the invocation for the meetings, but he is going to relinquish that responsibility. We will work something out to schedule the pastors for the invocation.

Consent Agenda:

- A. Approval of Minutes January 8, 2015 Agenda Work Session
- B. Approval of Minutes January 8, 2015 Council Meeting
- C. Approval of December 2014 Financial Statement
- D. Declaration of Surplus Property

Councilmember Sewell made a motion, seconded by Councilmember Manning, to approve the consent agenda. Councilmember Cagle asked about the economic development assistance incentive. The financial report states we have paid out \$1.5 million and he thought the total was \$2 million. Mr. Jablonski stated the \$1.5 million is from the general fund and the other \$500,000 came out of the capital fund which will be replenished from the bond funds. This amount is not on the report but Mr. Jablonski can provide that at the next meeting. The vote was unanimous. Motion approved.

Communication from Citizens:

Christopher Schobert, 4106 S. Terrace, stated he and his neighbors have a rodent problem because of an abandoned house at 4110 S. Terrace. Councilmember Sewell stated the house is in foreclosure, but the Codes Enforcement told him the home has been purchased. Mr. North stated if the City Manager could get him the name of the owner, he will contact him. City Manager Hyatt will have Codes Enforcement go look at the house and get the owner's name.

Frances Pope, 1913 Close Road, thanked Councilmember Cagle for questioning the Finance Statement. She stated Council could request all funds, not just general fund information. Mr.

Jablonski stated he could provide that if Council wishes. Ms. Pope also stated there is no reason to get approval to obtain bids for GPS systems and time clocks when they were approved in the budget. The Mayor stated this is an effort to let everyone know what is being bid and to be prepared to make a decision. Mr. North stated that it is in the best interest of disclosure to handle it this way. Councilmember Cagle stated he appreciates the fact that it came before Council because he was not involved in the budget process.

Communication from Councilmembers:

Councilmember Manning had nothing at this time.

Councilmember Sewell stated he would like the City Manager to set up a meeting with Mark Mamantov, our Border Region Attorney, Ruth Braly, Chairperson of the Industrial Development Board, and the City Attorney, just to make sure everyone is informed on the progress of the Bass Pro Development. This would be an informational meeting, with no deliberation, and closed to the public.

Councilmember Cagle had nothing at this time.

Mayor Lambert stated he visited the new playground at Camp Jordan and saw at least 20 children there with their parents. He has been told the playground is one of the best things that has been done in the park. He suggested having a planning session for Parks and Recreation to see how to best utilize areas in the park.

Communication from City Manager:

Mr. Hyatt stated he had a request about museum hours. He stated staff will get that information on the website.

Demolition is scheduled to begin tomorrow on Fire Station 2. Mr. Hyatt stated that he has received a bid from Clarence Taylor Construction in the amount of \$24,550 to disassemble the building and salvage items that can be reused at a later date. Mr. Hyatt believes it would cost the City more to try to do the project ourselves.

Mr. Hyatt stated he and Chief Williams have a meeting next Wednesday at 5:00 pm with the owner of a piece of property possibly for the fire station. Chief Williams stated he is in favor of salvaging what can be saved from the building. Mayor Lambert stated Mr. Taylor quoted a good price for the work. The Mayor suggested that we contact the person that Mr. Manning talked to about salvaging the building. The Mayor suggested having a called meeting on the following Monday at 5:30 pm. Councilmember Cagle made a motion, seconded by Councilmember Sewell, to have a special called meeting on Monday, January 26, 2015 at 5:30 pm to discuss/take action on the fire station property. The vote was unanimous. Motion approved.

Councilmember Cagle stated he spoke to the City's WWTA representative concerning sewer bills that citizens did not receive. Don Seagle, 654 Bluebird Circle, who is our WWTA representative, came forward and stated that Tennessee American Water did not bill in December, so WWTA could not get the billing information for December. He also stated WWTA is soliciting to get a 3rd party to bill, which is closer than in California.

Old Business:

RESOLUTION NO. 2453 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RETAIL STRATEGIES FOR MARKET ANALYSIS, STRATEGIC PLANNING AND RETAIL RECRUITMENT – (tabled 1/8/15) – City Attorney North read on caption. There was no motion to remove this item from the table. It is the understanding of the council that the person who made a motion to table the item would be the one to have to make a motion to remove it from the table.

Permission to Obtain Bids for Geographical Positioning System – (tabled 1/8/15) – City Treasurer Jablonski is requesting feedback on the GPS system for City vehicles. He stated this would help with fleet management and be more efficient for departments. It would also help protect employees and vehicles. Councilmember Cagle asked how many vehicles this would affect. Mr. Jablonski stated approximately 70 vehicles. Councilmember Sewell asked how much the systems would cost. Mr. Jablonski stated that \$74,000 is budgeted for the GPS's and for timeclocks. Mr. Sewell stated he has a problem with these and feels we need to look at other things that we need to spend money on. Councilmember Cagle made a motion, seconded by Councilmember Sewell, to remove this item from the table. The vote was unanimous. Motion approved. Councilmember Sewell made a motion, seconded by Councilmember Manning, to allow staff to obtain bids for the GPS's. The vote was unanimous. Motion approved.

Permission to Obtain Bids for Timeclocks – (tabled 1/8/15) – Councilmember Cagle made a motion, seconded by Councilmember Sewell, to remove this item from the table. The vote was unanimous. Motion approved. Councilmember Sewell made a motion, seconded by Councilmember Cagle (for discussion purposes), to allow staff to obtain bids for timeclocks. Mr. Cagle asked if the timeclocks would be for all departments. Mr. Jablonski stated that it would be, plus it would allow for automation of payroll. There will be 5 – 7 machines and employees can clock in on any of the machines. Mr. Hyatt stated the machines would be thumbprint style. Roll call vote: Councilmember Cagle - yes; Councilmember Manning - no; Councilmember Sewell - yes; Mayor Lambert - yes. Motion approved.

City Attorney North clarified in Robert's Rules of Order that any councilmember can make a motion to remove an item from the table; not necessarily the person who made the motion to table the item.

New Business:

ORDINANCE NO. 983 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ADOPTING A DESIGN REVIEW MANUAL (1st reading) – City Attorney North read on caption. Councilmember Sewell made a motion, seconded by Councilmember Cagle (for discussion purposes), to approve Ordinance No. 983. Mr. Sewell stated that buildings and properties need to be nice in order to attract new business to the City. Mr. Hyatt stated he would like more input from Council on the draft manual, so he suggested having a workshop on this issue. Mr. Sewell and Mr. Cagle withdrew their motion and second. Councilmember Sewell made a motion, seconded by Councilmember Cagle, for staff to schedule a workshop when the manual is ready for Council. The vote was unanimous. Motion approved.

ORDINANCE NO. 984 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 971 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2014 TO JUNE 30, 2015 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT...” BY CHANGING REVENUES OF THE GENERAL FUND AND GRANT FUND, AND DESIGNATING A PORTION OF THE FUND BALANCE OF STATE STREET AID FUND, FEDERAL FORFEITURE FUND, AND THE SOLID WASTE FUND, AND CHANGING THE EXPENDITURE FOR THE GENERAL FUND, STATE STREET AID FUND, FEDERAL FORFEITURE FUND, AND SOLID WASTE (1st reading) – City Attorney North read on caption. Councilmember Sewell made a motion, seconded by Councilmember Manning, to approve Ordinance 984 on first reading with the stated changes discussed in the agenda session prior to this meeting – changing the Safe Routes to Schools title to the Multi-Modal Grant and changing the line item for Christmas bonuses in Administration from \$754,800.00 to \$754.00. The vote was unanimous. Motion approved.

Approval to trade surplus equipment for new Kioti Tractor – Councilmember Manning made a motion, seconded by Councilmember Cagle, to approve the trade. Director Martin stated that rather than buying the Gator from Homestead, Mr. Jablonski suggested making the trade and getting the \$10,000 in cash from Homestead and then bidding out a Gator which could possibly save money. Mr. Manning and Mr. Cagle withdrew their motion and second to approve the trade. Councilmember Cagle made a motion, seconded by Councilmember Manning, to approve the original trade, which was to trade our surplus equipment for the Kioti tractor, purchase the Gator, get a \$260 parts credit for our old Gator and get \$246.20 in cash. The vote was unanimous. Motion approved.

Mr. Hyatt stated that he has a meeting tomorrow with representatives from Lifecare, TDOT and the engineering firm doing the traffic signal at Ringgold Road and the Slater/McDonald intersection.

The meeting was adjourned.

**CALLED MEETING OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE**

January 26, 2015 –5:30 pm

The East Ridge City Council met pursuant to notice on January 26, 2015, 5:30 pm at East Ridge City Hall for the purpose of:

- Discuss/Take Action on Fire Station Property

Mayor Lambert called the meeting and all councilmembers were given notice of the call. Mayor Lambert called the meeting to order. Councilmember Manning gave the invocation and all joined in the Pledge of Allegiance to the flag.

Present were: Mayor Lambert, Vice Mayor Gravitt, Councilmember Cagle, Councilmember Manning, Councilmember Sewell, City Manager Hyatt, City Attorney North and City Recorder Middleton.

Discuss/Take Action on the Fire Station Property – City Manager Hyatt stated he has a quote from Allen Taylor, with Clarence Taylor Construction, to dismantle Fire Station 2 in the time frame needed. He would charge \$24,550.00. Mr. Taylor put the building up originally and has offered to reconstruct the building and add a bay for \$60 - \$75 per square foot. Councilmember Sewell stated we are looking at \$1 million to build the Fire Station back and this should save us some money. Councilmember Gravitt has concerns that we do not have property to put the building on at this time and will have to move the building parts again. He also feels it is not the City's responsibility to pay for demolishing the building. The Mayor stated we are paying Mr. Taylor to take down the shell, so the City can use that later, and demolish the sheetrock, concrete, etc. that cannot be salvaged. Mr. Gravitt also suggested the City Manager check on air pollution permits and check on Mr. Taylor's insurance. Councilmember Manning made a motion, seconded by Councilmember Sewell, to approve the proposal from Clarence Taylor Construction to have the building disassembled and stored and salvage what can be reused later for a fire station, and demolish what cannot be saved. Mr. Manning added to his motion that Mr. Taylor provide insurance information and add the City of East Ridge as an additional insured.

Mr. Manning and Mr. Sewell withdrew their motion and second.

Councilmember Manning made a motion, seconded by Councilmember Sewell, to allow the City Manager the ability to negotiate an agreement with Clarence Taylor Construction Co. for disassembly of the Fire Station 2 and the total cost will not exceed \$24,550.00.

Vice Mayor Gravitt asked the City Manager if he believes the building will ever be reused. Mr. Hyatt stated that the building, if not used for the Fire Station, could be used for the Animal Shelter or a Maintenance building.

City Manager Hyatt left the room to call Mr. Taylor and he assured the City Manger that he has \$1 million in coverage, and will add the City as an additional insured.

City Treasurer Jablonski stated given the amount of time we will have, this reconstruction could be bid out. Chief Williams stated we have a price of \$180,000 for a temporary prefab building, which did not have walls or insulation. The Chief believes we are close to purchasing property for the Fire Station. Vice Mayor Gravitt is concerned that unless the pieces are identified and marked it would be a “jigsaw” puzzle to put it back together. Chief Williams stated that Mr. Taylor still has the plans for the building, when he originally built it. Chief Williams stated he has made accommodations for trucks and engines to be at Station 1. He stated there is one truck still at Station 2, but there is no heat or electricity.

Councilmember Cagle called for vote.

Mayor Lambert restated the motion which is to allow the City Manager the ability to negotiate an agreement with Clarence Taylor Construction Co. for disassembly of Fire Station 2 and the total cost will not exceed \$24,550.00. The vote was unanimous. Motion approved.

Mr. Hyatt stated he and Chief Williams will be meeting with a property owner on the following Wednesday at 5:00 pm to discuss a possible purchase of property for the Fire Station. He will get with Council after the meeting to let them know the outcome.

The meeting was adjourned.