

**MINUTES OF THE AGENDA WORK SESSION**  
**October 26, 2017 – 6:00 pm**

**To Set the Agenda for The**  
**November 9, 2017 Council Meeting**

The East Ridge City Council met pursuant to notice on October 26, 2017, 6:00 pm, at East Ridge City Hall to set the agenda for the November 9, 2017 Council Meeting and other items.

Mayor Lambert called the meeting to order.

**Present were:** Mayor Lambert, Vice Mayor Sewell, Councilmember Cagle, Councilmember Helton, Councilmember Williams, City Manager Miller, City Attorney Litchford, and City Recorder Middleton.

**Presentation FY 2016-2017 Audit – Jason Martin - Henderson, Hutcherson and McCullough** - Finance Director Qualls stated the audit must be presented to Council by November 30<sup>th</sup>.

**Old Business:**

**ORDINANCE NO. 1057 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE EAST RIDGE CITY CODE, TITLE 2, CHAPTER 1, TITLED “LIBRARY BOARD” BY INCORPORATING NEW PROVISIONS PURSUANT TO APPLICABLE LAW AS ESTABLISHED IN 2017 TENNESSEE PUBLIC ACTS CHAPTER 126 (2<sup>nd</sup> and final reading)** – Mayor Lambert stated that the State Legislature has made changes to the law on how libraries are operated. First reading of this ordinance will be in tonight’s regular Council meeting.

**ORDINANCE NO. 1058 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO ALLOW U.S. MONEY SHOPS, LLC D/B/A “CHECK INTO CASH” TO ADD PAWNBROKER TO THEIR CURRENT USE AT THE PROPERTY LOCATED AT 5309 RINGGOLD ROAD, 169G-J-025, IN ACCORDANCE WITH ORDINANCE NO. 985, TITLE 14, CHAPTER 2, ARTICLE VII, SECTION 114, SUBSECTION B TITLED PERMIT APPROVAL AND TRANSFERABILITY AND ORDINANCE 481, ARTICLE IV, SECTION 105 TITLED USES PERMITTED ON REVIEW (2<sup>nd</sup> and final reading)** – Mayor Lambert stated this item may be pulled from regular agenda tonight by request of the applicant.

**ORDINANCE NO. 1059 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 1054 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2017 TO JUNE 30, 2018 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT . . .” BY DESIGNATING A PORTION OF THE FUND BALANCE OF THE GENERAL FUND AND BY CHANGING THE REVENUES OF THE GENERAL FUND , DRUG FUND, DEBT SERVICE FUND AND CAPITAL**

**PROJECTS FUND AND BY CHANGING THE EXPENDITURES OF THE GENERAL FUND, DOJ FORFEITURE FUND, DRUG FUND, SOLID WASTE FUND, DEBT SERVICE FUND AND CAPITAL PROJECTS FUND (2<sup>nd</sup> and final reading) – Mayor Lambert stated this item is on tonight’s regular agenda on first reading.**

**New Business Discussion:**

**RESOLUTION NO. \_\_\_\_\_ - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND RESOLUTION NO. 2482 TO CHANGE THE MINIMUM FUND BALANCE FOR THE UNASSIGNED FUND BALANCE IN THE GENERAL FUND TO \$4,000,000 –** City Manager Miller stated the minimum required is currently at \$2,000,000, but he would like to raise that to the \$4,000,000. He stated that if the City suffered a natural disaster, it would take more than \$2,000,000 to recover. Mr. Cagle asked what our normal monthly payout is. Finance Director Qualls stated it is approximately \$1,000,000. Mayor Lambert asked what our current unassigned balance is. Ms. Qualls stated it is approximately \$5,400,000.

**RESOLUTION NO. \_\_\_\_\_ - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ADVANCEMENT OF STATE SALARY SUPPLEMENT PAYMENTS FOR ELIGIBLE FIREFIGHTERS AND POLICE OFFICERS –** Mayor Lambert stated the advancement of the salary supplements is something we do every year.

**RESOLUTION NO. \_\_\_\_\_ - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING BIDS FOR THE PURCHASE OF SOCCER UNIFORMS FOR THE 2017 - 2018 INDOOR SOCCER SEASON -** No discussion.

**Grant Consent Agenda:**

1. **RESOLUTION NO. \_\_\_\_\_ - TML Property Conservation Grant -**
2. **RESOLUTION NO. \_\_\_\_\_ - Firehouse Subs Grant for Fire**
3. **RESOLUTION NO. \_\_\_\_\_ - Firehouse Subs Grant for Police**

There was no discussion on these items.

**Discussion of Beer/Wine Sales on Public Property –** City Manager Miller stated he had a request from some of the Councilmembers to have this item added to the work session. Mr. Miller stated that a special use permit process would have to be established that is rigid and would control events, so they do not get out of hand. Our current ordinance would have to be amended. Mr. Sewell stated if beer is sold, then he believes no kids should be in the park. Mr. Cagle discussed various issues regarding the beer ordinance, such as no beer in places of public gathering, no one under 21 loitering where beer is sold, and beer not being allowed where adult entertainment is going on. He believes that tattoos are considered adult entertainment. Mr. Cagle stated there are several ordinances that would need to be changed if alcohol was allowed. He also stated that LPRF guidelines only permit public recreation.

Mayor Lambert stated that the City rents the pavilion and the arena for private groups all the time, which would not be open to the public.

City Attorney Litchford stated he will research what other cities the size of East Ridge do as far as a permitting process.

Councilmember Helton stated that many things have changed in the last few years and we could lose some big events at the park. She stated she represents people who are for and people who are against beer sales in the park and wants to hear from both sides.

Mayor Lambert stated if Council moves forward with this change, there are several places in the ordinance that would have to be amended. It may require that the entire ordinance be replaced in its entirety. He also stated he is willing to listen to both sides of the issue.

Councilmember Williams stated we need to consider what the impact would be on the vendor that has our concessions agreement.

Mayor Lambert asked City Attorney Litchford if he could have more information on this for the next meeting in two weeks. Mr. Litchford stated that he would.

Mr. Cagle asked if this matter could be placed on a ballot. Mr. Litchford stated that would be a Council decision, but normally, a referendum would only be held to change the charter, not an ordinance; however, Mr. Litchford will check.

Gregg Shipley with the East Ridge Beer Board asked to speak on this issue. He stated at the last Beer Board meeting, the board voted to approach Council about changing the ordinance. The Beer Board would like to be able to have beer sales on city property when there are no kids sporting events taking place. He stated that Ink Impressions held a tattoo expo at the Arena and they would like to be able to sell beer. Mr. Shipley also stated that Friends of the Festival, who put on Riverbend every year, are interested in having an event at the park next fall. Karen Shostack with Friends of the Festival and also sits on the Hamilton County Beer Board, was present to address the issue and answer any questions the Council might have. The Mayor asked Ms. Shostack if she would be willing to come to the next meeting when Mr. Litchford has had time to gather information and the council could come up with questions. She stated she would be willing to do so.

Mr. Cagle stated he would like to clear up an issue. He stated the property for Camp Jordan was not donated by the Jordans. It belonged to the Crowe's and then the Bales. The Bales later sold it to East Ridge.

### **Board Appointments**

#### **1. Beer Board**

James Peels	Councilmember Williams	Expires 11/27/2017
Earl Wilson	Mayor Lambert	Expires 11/27/2017

#### **2. Library Board**

Sarah (Mandy) Lambert	Mayor Lambert	Expires 12/31/2017
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Appoint 2 new members

Mayor Lambert stated he and Councilmember Williams will have Beer Board appointments. He will also have one Library Board appointment and possibly two more appointments if the Library ordinance is approved.

**Discussion of Increase in Salary for Court Clerk Elected into Office in November 2018 –** City Manager Miller stated that if the Council wishes to increase the salary for the court clerk, it must be done prior to people qualifying for that position. It would not go into effect until November 2018. Councilmember Cagle discussed changing this position back to a hired position, not an elected position. Mayor Lambert stated the City went to an elected clerk because state statute requires an election. Mr. Litchford will check into this.

The Mayor and Council had nothing further at this time.

The meeting was adjourned.

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

**October 26, 2017  
6:30 pm**

The East Ridge City Council met pursuant to notice on October 26, 2017, 6:30 pm at East Ridge City Hall. Mayor Lambert called the meeting to order.

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

**Present were:** Mayor Lambert, Vice Mayor Sewell, Councilmember Cagle, Councilmember Helton, Councilmember Williams, City Manager Miller, City Attorney Litchford, and City Recorder Middleton.

**Special Presentation:** Director Martin introduced Bob Nevil with Remote Area Medical (“RAM”), who recently held a clinic at Camp Jordan Arena. Mr. Martin stated RAM provided services to 880 patients during the clinic, totaling \$429,533 in free services. Mr. Nevil stated he is the Chair of the Hamilton County RAM Health Group. He stated that East Ridge has good quality people working for the City. He thanked the Council for allowing RAM to come to East Ridge and presented them with plaques and t-shirts.

**Consent Agenda:**

- A. Approval of Minutes September 28, 2017 Agenda Work Session
- B. Approval of Minutes September 28, 2017 Regular Council Meeting
- C. Approval of Financial Reports for August and September 2017

Vice Mayor Sewell made a motion, seconded by Councilmember Williams, to approve the Consent Agenda. Councilmember Cagle asked if Halloran has paid the City in full. City Attorney Litchford stated Halloran has until December 31<sup>st</sup> to pay in full; the case is still open. Mr. Cagle also discussed the purchase of soccer equipment. Mayor Lambert stated that the local option sales tax through August increased by \$32,000 and through September we are \$47,000 ahead. The vote was unanimous. Motion approved.

**Communication from Citizens:**

Carl Frost, 1115 Hillsboro Drive, stated he and his wife moved here 14 months ago. He stated he likes the City and the services it provides but he believes there are too many empty buildings on Ringgold Road. He wants to know what Council is doing to promote new business in the City. Mayor Lambert stated there are empty store fronts on Ringgold Road but other areas such as Hixson Pike and Brainerd Road also have those. He stated we have several new businesses coming in, sales tax revenues are up, and we have sidewalk and streetscape projects, and recreation projects in the works. The Mayor also stated the City has a façade grant program to help existing business renovate their store fronts or use for new signage.

Mary Lambert, 701 Marlboro Avenue, stated the Surgeon's Generals office held a conference in Chattanooga in June. Ms. Lambert presented challenge coins to the Councilmembers from that conference. She also thanked Councilmember Helton for attending the conference.

Laura Mathis, 2100 McBrien Road, stated that nothing has been done on the Adventure Guild climbing wall at the park. Director Martin stated the wall is on schedule. Ms. Mathis also asked about the dog park. Community Involvement Coordinator Miller stated the City applied for a grant, but we have not received it yet. Ms. Mathis also asked when the disc golf course would be back in operation. Mayor Lambert stated the course is completely restored and playable. Ms. Mathis asked about the community pool that was in East Ridge years ago. The Mayor stated the City took over the property and our insurance carrier would not insure the pool without millions in updates. Ms. Mathis also discussed alcohol sales and getting more business into the City. Councilmember Helton stated she is happy about what is happening in the City and everyone should be more positive about the progress the City is making. Mayor Lambert stated we should be celebrating the good things that are going on in East Ridge. Vice Mayor Sewell stated things are beginning to happen that have been discussed with other council's over the years. He encouraged everyone to be positive about what is going on in East Ridge.

Curtis Baker, 6820 Beulah Drive, stated the City does not need beer in a family park and it would be hard to control.

**Communication from Councilmembers:**

Councilmember Cagle thanked the Starnes family for their donation to the Library and the History Center. Mr. Cagle also thanked Melvin Petty for taking care of a problem at Jones Memorial Church.

Vice Mayor Sewell had nothing at this time.

Councilmember Williams stated he appreciates the donation from the Starnes family.

Councilmember Helton stated she also appreciates the Starnes donation. She also stated she attended the East Ridge Middle School family block party, which was held to recognize the improvements in state testing scores.

Mayor Lambert also thanked the Starnes family for the donation and stated it was very generous for them to remember the City.

**Communication from City Manager:**

City Manager Miller stated he must give a report on debt obligation in reference to the \$4.9 million capital note that was executed with the Tennessee Municipal Bond Fund. He stated the date of issuance was Monday, October 23, 2017, with the amount being \$4.9 million for 20 years at 2.55% interest. The cost of issuance is \$29,400. The funds are allocated for the Exit 1, I-75 @ Ringgold Road reconfiguration project. Total cost of the project is \$6.9 million.

**Old Business:**

**ORDINANCE NO. 1055 – 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 SO AS TO REZONE THE PROPERTY LOCATED AT 4209 RINGGOLD ROAD, TAX MAP #169H F 017, FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (2<sup>nd</sup> and final reading)** – City Attorney Litchford read on caption. Councilmember Cagle made a motion, seconded by Councilmember Helton, to approve Ordinance No. 1055 on second and final reading. The vote was unanimous. Motion approved.

**ORDINANCE NO. 1056 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AMENDING ORDINANCE NO. 671 TO AMEND THE EAST RIDGE AIR POLLUTION CONTROL REGULATIONS BY PROVIDING FOR REVISED RULES FOR NEW SOURCE REVIEW; INCREASED PERMIT FEES; REVISED AMBIENT AIR QUALITY STANDARDS; AND CERTAIN HOUSEKEEPING PROVISIONS (2<sup>nd</sup> and final reading)** – City Attorney Litchford read on caption. Councilmember Williams made a motion, seconded by Vice Mayor Sewell, to approve Ordinance No. 1056 on second and final reading. The vote was unanimous. Motion approved.

**New Business:**

**ORDINANCE NO. 1057 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE EAST RIDGE CITY CODE, TITLE 2, CHAPTER 1, TITLED “LIBRARY BOARD” BY INCORPORATING NEW PROVISIONS PURSUANT TO APPLICABLE LAW AS ESTABLISHED IN 2017 TENNESSEE PUBLIC ACTS CHAPTER 126 (1<sup>st</sup> reading)** - City Attorney Litchford read on caption. Mayor Lambert stated the State Legislature recently enacted changes on how municipal libraries are to be operated. We currently have five board members, but with the new law we must have either seven, nine or eleven. City Attorney Litchford discussed the following changes he has incorporated into this ordinance as follows:

- Boardmembers will increase from five to seven.
- The Head Librarian will now be the Library Administrator with no change in duties.
- The Board will be required to have an annual audit.
- The Board must furnish an annual report to the Council at the first of each fiscal year.
- The Library employees will fall under the City’s personnel rules and regulation.
- The Board will have line item control over their budget, with any surplus at the end of the fiscal year going to the Board to be used for Library expenses.

Councilmember Cagle made a motion, seconded by Vice Mayor Sewell, to approve Ordinance No. 1057 on first reading. Mayor Lambert stated the ordinance is not specific on how the two new members will be appointed. Currently, each Councilmember appoints one person to the board. He would like the remaining two members to be approved by the entire Council. Councilmember Williams asked if these appointments would impact the terms of the existing members. Mr. Litchford stated they would not. City Recorder Middleton will

provide Council with a chart of the current members with their terms. The vote was unanimous. Motion approved.

**PUBLIC HEARING FOR ORDINANCE NO. 1058 - REQUEST FROM U.S. MONEY SHOPS TO ADD “PAWNBROKER” TO THE CURRENT USE** – Mayor Lambert stated this item will be pulled from the agenda by request of the applicant.

**ORDINANCE NO. 1058 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO ALLOW U.S. MONEY SHOPS, LLC D/B/A “CHECK INTO CASH” TO ADD PAWNBROKER TO THEIR CURRENT USE AT THE PROPERTY LOCATED AT 5309 RINGGOLD ROAD, 169G-J-025, IN ACCORDANCE WITH ORDINANCE NO. 985, TITLE 14, CHAPTER 2, ARTICLE VII, SECTION 114, SUBSECTION B TITLED PERMIT APPROVAL AND TRANSFERABILITY AND ORDINANCE 481, ARTICLE IV, SECTION 105 TITLED USES PERMITTED ON REVIEW (1<sup>st</sup> reading)** – This item was pulled from the agenda.

**ORDINANCE NO. 1059 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 1054 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2017 TO JUNE 30, 2018 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT . . .” BY DESIGNATING A PORTION OF THE FUND BALANCE OF THE GENERAL FUND AND BY CHANGING THE REVENUES OF THE GENERAL FUND , DRUG FUND, DEBT SERVICE FUND AND CAPITAL PROJECTS FUND AND BY CHANGING THE EXPENDITURES OF THE GENERAL FUND, DOJ FORFEITURE FUND, DRUG FUND, SOLID WASTE FUND, DEBT SERVICE FUND AND CAPITAL PROJECTS FUND (1<sup>st</sup> reading)** – City Attorney Litchford read on caption. Councilmember Cagle asked what the final cost is for the St. Thomas project. Mr. Miller stated it is \$89,000 for both sides of the road. Vice Mayor Sewell stated that someone’s driveway was damaged during this project and that it needed repaired. Councilmember Williams made a motion, seconded by Councilmember Helton, to approve Ordinance No. 1059 on first reading. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2718 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST FROM S&ME, INC. WITH REGARD TO GRAVITY SEWER REPAIRS AT THE I-75, EXIT 1 INTERCHANGE** - City Attorney Litchford read on caption. City Manager Miller introduced Scott McDonald with S&ME, the engineering company for the sewer project at Exit 1. Mr. Miller stated that the engineering cost was originally \$60,530 and the construction costs were \$316,845. At completion, the construction cost by Hurst Excavating totaled \$206,907.50; a decrease of \$49,407.50. However, S&ME's actual costs came in higher than the original budget due to additional work regarding geotechnical, permitting and design services. Because of these additional costs, S&ME is requesting a change order in the amount of \$23,881.50. Even with this change order, the City still saved \$25,526 from the total original cost of the project. Mr. McDonald stated that the project was finished three weeks ahead of schedule. Councilmember Cagle made a motion, seconded by Councilmember Helton, to approve Resolution No. 2718. The vote was unanimous. Motion approved.



**RESOLUTION NO. 2719 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING A BID FOR THE PURCHASE OF ONE SIDE LOADING AUTOMATED REFUSE COLLECTION TRUCK** - City Attorney Litchford read on caption. City Manager Miller stated that Sanitation Supervisor Petty would like to go with the bid from Lee Smith, Inc. for \$173,000. Mr. Petty stated this vehicle has a Cummins engine with an Allison transmission. It also has a five-year warranty that the other bidders do not have. Councilmember Cagle made a motion, seconded by Vice Mayor Sewell, to approve Resolution No. 2719. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2720 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE TO EXTEND AN AGREEMENT WITH REPUBLIC SERVICES, INC. (FORMERLY ALLIED WASTE SERVICES) TO DISPOSE OF THE CITY’S SOLID WASTE** - City Attorney Litchford read on caption. City Manager Miller stated the City entered into an agreement with Allied Waste Services, which is now Republic Services, Inc., which provided for a renewal in 2017. Republic would like to extend this contract for a full ten years with a 4% increase. This would extend the contract until 2021. Mr. Miller stated this is a very good deal for the City. Vice Mayor Sewell made a motion, seconded by Councilmember Cagle, to approve Resolution No. 2720. The vote was unanimous. Motion approved.

**Grant Consent Agenda:**

1. **RESOLUTION NO. 2721 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE APPLICATION FOR AND ACCEPTANCE OF THE MADDIE’S FUND INNOVATION GRANTS PROGRAM** - City Attorney Litchford read on caption. Councilmember Cagle, made a motion, seconded by Councilmember Helton, to approve the Grant Consent Agenda. The vote was unanimous. Motion approved.

**Request from East Ridge Elementary School to Waive the Fee for Use of the Arena and Picnic Pavilion at Camp Jordan for 5<sup>th</sup> Grade Promotion** – Councilmember Helton made a motion, seconded by Vice Mayor Sewell, to approve the request. This event will be on May 22, 2018 from 4 – 9 pm. The vote was unanimous. Motion approved.

The meeting was adjourned.