

## MINUTES OF THE EAST RIDGE CITY COUNCIL

### CALLED MEETING March 1, 2019 – 5:00 pm

The East Ridge City Council met pursuant to notice on March 1, 2019, 5:00 pm at East Ridge City Hall. Mayor Williams called the meeting and all Councilmembers were given notice of call. The meeting was called for the purpose of the following:

- Interview of City Manager Candidates

Mayor Williams called the meeting to order.

Robert Jones gave the invocation, and all joined in the Pledge of Allegiance to the Flag.

**Present were:** Mayor Williams, Vice Mayor Helton, Councilmember Cagle, Councilmember Chauncey, Councilmember Witt, Assistant City Manager Custer, City Attorney Litchford, and City Recorder Middleton.

**Communication from Citizens:** None

#### **Interview of City Manager Candidate Caryn Miller**

Mayor Williams stated that Ms. Miller could give a statement and then Council would go into a “round robin” of four to five questions each. After that time, Dick Cook with East Ridge News Online will ask questions submitted by citizens.

Ms. Miller stated she is honored to be here and is looking forward to the process.

**Vice Mayor Helton: How would you characterize your style of management?** Ms. Miller believes in an open door policy. She believes in her staff and their expertise. She does not micromanage.

**Councilmember Cagle: How do you feel about the open records law?** She stated she is used to this law, but it is different in Florida.

**Councilmember Chauncey: What steps would you take to make sure first responders have the necessary tools they need to do their jobs?** She stated she would do whatever it takes to do this. She implemented body cams in Millersville, TN.

**Councilmember Witt: To what extent do you believe that contact with citizens and citizens groups is important and how do you handle this?** She stated communication is the key. She welcomes anyone coming to city hall to talk to her. She does a Friday letter to council to keep them updated.

**Mayor Williams: In light of the development at Exit 1 and other areas, what is your background in planning, zoning, and development?** She started a development department from scratch in a small low-income community. Since 2003, most of her experience has been

in development and redevelopment. She did a streetscape, underground utilities, and stormwater drainage project with grants in a 3-year period. She also procured a 1.3 million grant in Millersville from TDOT for a streetscape project.

**Vice Mayor Helton: What is your experience working with the Police Department and what is the most challenging aspect of that relationship?** She stated that each police department is different with their own culture. She has dealt with large and small departments.

**Councilmember Cagle: Describe your experience if any, in dealing with charges of discrimination against you or your city.** She had an officer who claimed discrimination. An internal investigation was done, and the claim was found to be untrue. She relies on the attorney's expertise to help handle these situations.

**Councilmember Chauncey: In your past, what have you done personally to get out of office and be a part of the community and build relationships with citizens?** Ms. Miller stated it depends on the opportunities; it is easier in small towns. She knocked on doors of businesses to see what they need. She went to coffee shops and schools and served breakfast to the students.

**Councilmember Witt: Based on your education, experience and background, what are your strengths and weaknesses dealing with local government issues?** She is a fixer and is very flexible if the elected body changed midstream. She knows when to retreat and find a different avenue. Her biggest downfall is that she cares too much and takes issues to heart.

**Mayor Williams: We are heading into the budget process. What is your budget style in preparing and working through the budget?** She has done the budget with the Finance Director and is involved from start to finish. She believes in being transparent with the budget.

**Vice Mayor Helton: What are the elements you employ to have a successful relationship with the news media?** She is honest with them, but she has seen people destroyed when something is taken out of context. She expects the press to report the facts. If the press turns things around, they will only get a press release.

**Councilmember Cagle: When a special called meeting is called and the agenda is presented, part is discussed in open meeting and some is done in executive session. Do you think minutes of the agenda should be provided?** – Not for executive session; those are not open records. They can only take place in certain instances such as personnel matters or litigation, but she will defer to the attorney.

**Councilmember Chauncey: In your past when it comes to employing department heads, do you hire from within or look outside?** She likes to look within first. She doesn't mind teaching anybody and wants to groom someone from within.

**Councilmember Witt: What involvement have you had in developing personnel rules and regulations and how do you motivate employees?** She has created a lot of personnel policies and as laws changed, updated them. She believes in giving employees the tools to do a good job and that helps motivate them.

**Mayor Williams: What do you perceive the city manager's role to be with council and employees?** The Council sets the course for the ship and she steers it. She stated that MTAS put together a goal setting session where department heads and the manager meet with elected officials to set the goals and the budget is created around those goals.

At this point, Mayor Williams asked Dick Cook with East Ridge News Online to come forward to ask questions from citizens.

**If you were given \$100,000 to start a business, what would it be?** She has always dreamed of having her own restaurant.

**How would you promote local businesses on the west end and make it a more pedestrian friendly town?** She stated the streetscape and tap grant for sidewalks are a start, although there is not much room to expand the road. She worked on this issue in Holly Hill. Visual is important, with street lights and trees. She also recommended doing special events and have businesses set up booths.

**Do you know anything about the Border Region Act?** She stated very little about the border region but is familiar with other similar laws.

**If council was moving forward on a project and as the City Manager you thought it was not in the best interest of the City, would you publicly inform council of this?** Yes absolutely.

**What solutions would you offer the City to fight blight in residential and commercial areas?** She stated that the City's Façade grants are a start, but Code enforcement is the key.

**Of the four candidates being interviewed what makes you the top candidate for the City Manager position?** She has been doing this for 17 years. There are a lot of opportunities for development and redevelopment and that is right up her alley. East Ridge has a lot of potential and she wants to help. It is up to Council to determine a good fit for this position

**Where is Millersville, how big is it and how many employees did you have?** It is north of Nashville. It has 6,700 people with 32 employees.

Ms. Miller made closing remarks. She stated she has read articles about East Ridge and they have been through a lot of City Managers over the past years. She asked why. Mayor Williams stated it is partly political turmoil. Vice Mayor Helton stated this is basically a new council with a new beginning. Mr. Cagle stated he does not know why the last City Manager left. Ms. Miller believes East Ridge's reputation is changing. Councilmember Chauncey appreciates Ms. Miller being straight forward and if he were in her shoes, he would be concerned also. He believes the Council wants to stop the revolving door of City Managers. Ms. Miller asked when they are planning to make a decision. The Mayor stated they are going to discuss after the interviews. They could make a decision tonight but are not required to. He appreciates Ms. Miller coming to interview.

At this time, Mayor Williams took a 3-minutes break, after which he called the meeting back to order.

## **Interview of City Manager Candidate David Milliron**

Mayor Williams explained the process for conducting the interview.

Mr. Milliron stated it is a pleasure to be here. He stated he has 12 years of public administration and 30 years in public and private. He is currently the City Manager in Hogansville, GA.

**Vice Mayor Helton: How would you characterize your style of management?** He is not a micromanager but expects accountability from employees.

**Councilmember Cagle: How do you feel about the open records law?** He does open records and open meetings training.

**Councilmember Chauncey: What steps would you take to make sure first responders have the necessary tools they need to do their jobs?** He does a quarterly ride along with officers. He asks the Chief what his budget priorities are and works on getting grants for necessary equipment, such as body cameras.

**Councilmember Witt: To what extent do you believe that contact with citizens and citizens groups is important and how do you handle this?** Each quarter a different department head and the Mayor go out into the community, at churches or civic organizations, and listen to the citizens. He also publishes a city managers report.

**Mayor Williams: What is your background in planning, zoning, and development?** He drove around East Ridge looking for development and is familiar with the west end and also drove through some communities. He is in a small city now, but has worked with staff on obtaining grants for development. The City needs to have a downtown master plan, as well as a mission and vision.

**Vice Mayor Helton: What is your experience working with the Police Department and what is the most challenging aspect of that relationship?** It is keeping and retaining talent. You lose money when people leave, as well as history and knowledge. Officers need what is necessary to do their jobs.

**Councilmember Cagle: Describe your experience if any in dealing with charges of discrimination against you or your city.** He has never had a grievance against him. Supervisors go through management training and sit in on the hiring process.

**Councilmember Chauncey: Have you been successful in obtaining grants and what projects have you done with them?** In Hogansville, they were \$1.1 million in the red. The utilities and infrastructure were not being maintained. He has used grants for body cameras, police cars, CDBG for infrastructure, and upgrading and replacing the wastewater treatment plant.

**Councilmember Witt: Based on your education, experience and background, what are your strengths and weaknesses dealing with local government issues?** He is a good communicator, very compassionate, and ethical. He tends to be very detailed. He loves his job but can be too trusting and take people at their word.

**Mayor Williams: We are heading into the budget process. What is your budget style in preparing and working through the budget?** He does a budget calendar and once it is approved, he asks Council what they would like to see in the budget. He prioritizes and does a draft budget with 30 days to review.

**Vice Mayor Helton: What are the elements you employ to have a successful relationship with the news media?** Honesty and access. It's the public's government and we have an obligation to keep them informed.

**Councilmember Cagle: When a special called meeting is called and the agenda is presented, part is discussed in open meeting and some is done in executive session. Do you think minutes of the agenda should be provided?** It's what the law says. The law allows the council to go into executive session for specific matters. In Georgia, there is specific criteria. As far as the minutes, they can only be viewed by a judge in closed session.

**Councilmember Chauncey: In your past when it comes to employing department heads, do you hire from within or look outside?** He promotes within first. He may make someone an interim department head to give the employee an opportunity.

**Councilmember Witt: What involvement have you had in developing personnel rules and regulations and how do you motivate employees?** He has worked with the Human Resources Director to update personnel manuals on an annual basis. He sends employees for training and has monthly safety meetings.

**Mayor Williams: What do you perceive the city manager's role to be with council and employees?** He served as an elected official in metro Atlanta, so he understands both roles. Elected officials should be able to ask questions but not give directives. Department heads should let the City Manager know if a councilmember asked questions. The City Manager's role is to run the day to day operations.

At this point, Mayor Williams asked Dick Cook with East Ridge News Online to come forward to ask questions from citizens.

**How would you promote growth of small local businesses especially on the west end of the City?** He believes the Chamber should get involved in these issues. The Council would need a corridor plan and they would have to know what they want developed and where. He suggested having festivals in the corridor area.

**Are you familiar with the Border Region Act and, if so, how would you take full advantage of the act?** Yes he has read things about the act. He believes the Council should have a plan and find mechanisms to fund the plan. He has experience in negotiating with the private sector and believes in public/private partnerships.

**Have you had much experience in implementing redevelopment plans and how would you fight blight in commercial and residential areas?** He will work with the council regarding blight ordinances, façade grants and code compliance.

**What was your job in Stockbridge?** He was the finance director and economic development director. He was the Interim City Administrator and then City Manager.

**Would you institute yearly performance reviews?** Yes. In one city, he would not issue Christmas bonuses until the reviews were done.

**What makes you the top candidate?** He has over 12 years of public administration. He loves what he does. He is a certified public manager and working toward credentialed manager status. He has a solid background in technology and has economic development and local finance certifications.

**How many employees are at Hogansville?** 48

Mr. Milliron stated it was an honor to be invited to interview and thanked Council for the opportunity.

At this time, Mayor Williams took a 3-minute break, after which he called the meeting back to order.

### **Interview of City Manager Candidate Chris Dorsey**

Mayor Williams explained the process for conducting the interview.

Mr. Dorsey stated he has been a resident of Hixson, TN since 2005. He worked for the City of Memphis for 18 years as the budget manager and was the City Manager at Red Bank. He has a Masters in public administration from UT Memphis; he worked with MTAS in creating a tourism development zone, similar to the Border Region. His strengths are in finance and budgeting, and communication skills.

**Vice Mayor Helton: How would you characterize your style of management?** He has an open door. He works with department heads as a team and has meetings twice a month with them.

**Councilmember Cagle: How do you feel about the open records law?** You want to be transparent, but certain things have to be redacted. It is important to share information with the public.

**Councilmember Chauncey: What steps would you take to make sure first responders have the necessary tools they need to do their jobs?** They have to let him know what is needed. He believes in obtaining grants such as he's done in Sparta for vests and equipment. Staff has to have the tools and training to do their jobs.

**Councilmember Witt: To what extent do you believe that contact with citizens and citizens groups is important and how do you handle this?** Citizens pay our salaries and we work for the citizens. You must have an open door policy and use the internet for citizens to voice concerns.

**Mayor Williams: What kind of experience and history do you have with economic development, and planning and zoning?** In Red Bank and Sparta he worked with development districts. You must update zoning regulations, deal with setbacks and landscaping issues, and drainage issues.

**Vice Mayor Helton: What is your experience working with the Police Department and what is the most challenging aspect of that relationship?** You have to make sure citizens are safe. You must provide the right training and officers must have a good relationship with the public. The Chief should be involved in citizens' watch groups, etc.

**Councilmember Cagle: Describe your experience, if any, in dealing with charges of discrimination against you or your city.** He hasn't had any in Sparta, but did have one in Red Bank dealing with the Police Chief. The City needs to have a policy in place for people to report discrimination. If he has issues dealing with employees, he would follow procedures in the personnel policy. You should also consult your attorney before you take any action with employees.

**Councilmember Chauncey: In your past when it comes to employing department heads, do you hire from within or look outside?** It depends on the department. You may have a department that you want to change the culture in and may have to bring somebody from outside. It's important to be able to promote within but look at the whole situation and get the best person.

**Councilmember Witt: Based on your education, experience and background, what are your strengths and weaknesses dealing with local government issues?** His strengths are his financial background, working on budgets, personnel issues, and good communications skills. His weakness is that he is a horrible filer.

**Mayor Williams: We are heading into the budget process. What is your budget style in preparing and working through the budget?** The first thing is to find out their wants and needs, and do goals and objectives and rank their priorities. Department heads need to defend what they are asking for. Once it's together, he has budget hearings, and brings department heads in to answer questions from the Council.

**Councilmember Helton: What would you hope to accomplish in the first year?** He would like to deal with ongoing issues from previous boards and tie up any loose ends. He wants to get to know the board and department heads. He wants to meet employees and get to know them by their first name.

**Councilmember Cagle: When a special called meeting is called and the agenda is presented, part is discussed in open meeting and some is done in executive session. Do you think minutes of the agenda should be provided to citizens?** They have a right to the minutes, but it depends on what went on in the executive session. If it is not personnel issues or litigation, it is considered an open meeting and they have a right to those minutes.

**Councilmember Chauncey: How successful have you been in attaining state and federal grants and what programs did you administer with them?** During the last recession, they applied for TIGER grants for sidewalks on Dayton Blvd. They received the grant and installed

sidewalks the whole length of Dayton Blvd. He finished a multi modal grant in Sparta to work on stormwater drainage issues. He has worked with TDOT to make sure changes were done before they resurfaced. He obtained a CDBG grant for \$500,000 for manholes to get rid of an I&I problem. Economically distressed citizens applied for renovations to their homes through another CDBG grant.

**Councilmember Witt: What involvement have you had in developing personnel rules and regulations and how do you motivate employees?** In Red Bank and Sparta, he and staff worked with MTAS to rewrite the personnel policies, which had been in place since the 80's. They were codified in the code of ordinances. They took them out of the code and just made them a policy approved by resolution, which made changes easier to make. He feels that motivation and training is important for morale and to do a better job.

**Mayor Williams: What you perceive the city manager's role to be with council and employees?** The City Manager is in charge of day to day operations. It is different in Sparta; he is city administrator and the board has more authority in personnel matters. He does not mind employees talking to Councilmembers, but they should let him know. He believes the board should not get involved in personnel matters. Everyone needs to work together as a team.

At this point, Mayor Williams asked Dick Cook with East Ridge News Online to come forward to ask questions from citizens.

**How would you promote local businesses on the west end and make it a more pedestrian friendly town?** He did a multi-modal grant in Sparta and added sidewalks and curbs. He stated East Ridge could have walking trails on the west end of town, plus Border Region funds could be used on the west end.

**Are you familiar with the Border Region Act and, if so, how would you take full advantage of the act?** We need to get as much use as possible from the Border Region. More new restaurants and hotels would help grow the base. Façade grants would also help local businesses.

**What solutions would you offer to fight blight in commercial and residential areas?** He believes taking code violations before an Administrative Hearing Officer would put more teeth in dealing with these matters.

**Of the four candidates, why are you the top candidate for the job?** He has 32 years of government experience. He knows the Hamilton County area, and has a good rapport with other city managers. He also has a lot of contacts with the County, 911, and WWTA.

**What is your most significant accomplishment as a City Manager?** He is proud of the large grants that make a difference, such as the multi-modal. He does it to help the citizens.

Mayor Williams asked Mr. Dorsey if he would like to make closing comments. Mr. Dorsey stated he loves what he does and the Sparta board is very supportive, but he feels like there is something in East Ridge he needs to finish. He thinks it would be a good fit. He also lives in Chattanooga with children in the schools here.

At this time, Mayor Williams took a 3-minute break, after which he called the meeting back to order.

**Discuss/Take Action on City Manager Appointment:**

Mayor Williams stated he does not want to restrict Council if they feel strongly about a candidate. He stated Council could choose one candidate or narrow the field down to two. If Council is not happy with any of the candidates, they could reopen the application process.

Vice Mayor Helton has a good idea who she would choose, but thinks we should wait two weeks to think about it and make a decision at the next Council meeting. Councilmember Witt agreed.

Councilmember Chauncey stated he thought Mr. Milliron was very impressive and could work with staff. Councilmember Witt stated Mr. Milliron was in her top two.

Mayor Williams asked if everyone was in agreement that we should put together a benefit package prior to making a decision. Councilmembers agreed.

There was a discussion of having a called meeting but Councilmembers agreed to wait until the March 14, 2019 meeting. Staff will prepare a benefit package and provide it to Council by March 8<sup>th</sup>.

The meeting was adjourned.

**MINUTES OF THE AGENDA WORK SESSION  
March 14, 2019– 6:00 pm**

**To Set the Agenda for The  
March 28, 2019 Council Meeting**

The East Ridge City Council met pursuant to notice on March 14, 6:00 pm, at East Ridge City Hall to set the agenda for the March 28, 2019 Council Meeting and other items.

Mayor Williams called the meeting to order.

**Present were:** Mayor Williams, Vice Mayor Helton, Councilmember Cagle, Councilmember Chauncey, Councilmember Witt, Assistant City Manager Custer, City Attorney Litchford and City Recorder Middleton.

**Special Presentations:**

Mayor Williams stated there would be a special proclamation on March 28, 2019.

**TCRS Presentation – Bridge Plan** – Assistant City Manager Custer stated there have been discussions on this subject for years. He and Human Resources Manager Perry met with a representative from TCRS who will be at the next meeting to discuss the plan. This plan relates to retirement for public safety employees. The City is currently on a 30-year retirement plan, but this would change public safety employees to a 25/55 plan. They could retire after 25 years of service at age 55. Collegedale, Soddy Daisy and other cities have gone with this plan. There is no grandfathering for employees who are over 60 years of age in this plan.

**Old Business:**

**ORDINANCE NO. 1103 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 1078 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT . . .” BY DESIGNATING A PORTION OF THE UNASSIGNED FUND BALANCE OF THE GENERAL FUND AND BY CHANGING THE REVENUES OF THE GENERAL FUND, GRANT FUND AND DRUG FUND AND BY CHANGING THE EXPENDITURES OF THE GENERAL FUND, GRANT FUND AND DRUG FUND (2<sup>nd</sup> and final reading)** – Finance Director Qualls stated she is amending the budget to reflect new revenue streams, such as basketball gate money, donation from Hampton Inn, liens that Hamilton County collected, etc. Expenditures will reflect the interfund loan from general fund to the grant fund and that we are purchasing new vests from the Drug Fund.

**Discussion of entering into an agreement with Artech for the architecture and design of Restrooms, Field House and Rec. Center for East Ridge High School** – Assistant City

Manager Custer is awaiting a proposal from Artech regarding a design cost. Once we have that, there will be a community meeting for citizens input. The complex will have to have a community use, not just for the athletics at the high school. We are still waiting to hear from the NFL Foundation grant. Councilmember Cagle stated he has spoken to some county commissioners and was told if nothing was done by July 1, there may not be any money from the County, including what has already been promised. Mayor Williams stated they have also spoken to the County Commissioners. He was told the \$50,000 was still in the budget. There is also a request of \$150,000 for this project and another \$300,000 request for the track.

**New Business Discussion:**

**RESOLUTION NO. \_\_\_\_ - THSO Grant for Police Department** – Community Involvement Coordinator Bowers stated this grant will be for new equipment.

**RESOLUTION NO. \_\_\_\_ - Change Order-Integrated Properties for Restroom/Concession Building** – Director Wilson stated that integrated Properties has submitted a change order in the amount of \$56,513.35 for Building No. 4 at fields 9-12. He stated this could be lowered by \$11,000 if we can navigate utilities through the fields rather than the pavement.

**RESOLUTION NO. \_\_\_\_ - Donation to East Ridge Elementary for Teacher Appreciation** – Ms. Qualls stated we donate to schools and the money is used for whatever their needs are. The principal will be at the next meeting to give more details.

**RESOLUTION NO. \_\_\_\_ - Approval to waive fee for Vietnam Veterans Chapter 203 to use large picnic pavilion on May 4, 2019 for their annual picnic.** – Director Wilson stated the VVA 203 is asking for the fee to be waived for this event. We have done this in the past.

**RESOLUTION NO. \_\_\_\_ - Approval of bid for the installation of guard rails at S. Seminole Drive and Bennett Road** – Assistant City Manager Custer stated we have had several incidents at this intersection. We had our engineers evaluate this and they designed a guard rail section. Bids will be open on March 19, 2019. Councilmember Chauncey asked if this intersection would warrant a 4-way stop. Mr. Custer stated that traffic studies have been done and a 4-way stop would create a significant backup, but he will follow up with our Traffic Control supervisor.

**RESOLUTION NO. \_\_\_\_ - Approval to waive fees for Church of God of Union Assembly to hold a free community Easter egg hunt at the Amphitheater and field area on Saturday, April 20, 2019** - Director Wilson stated the church is requesting that the city waive the fee for this event. The church has done this in the past.

**Discussion of permanently closing portion of RV lot at Camp Jordan Park** – Director Wilson stated that significant water leaks continue to be a nuisance in Sections 2 and 3 of the RV lot that have caused the City to incur several thousand dollars in water bills. Assistant City Manager Custer stated that the transformers and boxes have been submerged and are rusty.

The old infrastructure needs to be removed. Councilmember Cagle stated Council already approved a resolution to close the RV park. Mr. Custer stated that Council voted to close the entire RV park but not permanently. This resolution will close two sections of the park permanently and leave one section open.

**RESOLUTION NO. \_\_\_\_ - Capital Outlay Interfund Loan from General Fund to the Grant Fund** – Finance Director Qualls stated the amount will not exceed \$1.5 million. The loan will be for the acquisition of rights-of-way from McBrien Road to Kingwood Drive for the sidewalk project. The Office of State and Local Finance must approve the loan, even though we are loaning the money to ourselves.

**Appointments to Zoning Appeals Board** – Mayor Williams stated the appointments expire on April 8<sup>th</sup>. He asked Councilmembers to consider who they would like to appoint.

**RESOLUTION NO 2913 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE TRANSFER OF CERTAIN CITY PROPERTY AS IT RELATES TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION’S MULTIMODAL ACCESS GRANT** – Ms. Bowers stated this relates to the right-of-way acquisition in front of Station 1 on Ringgold Road. Even though the property belongs to the City, we still must go through the same process for the right-of-way. Vice Mayor Helton made a motion, seconded by Councilmember Witt, to move this item to tonight’s regular meeting agenda. The vote was unanimous. Motion approved.

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**

**March 14, 2019  
6:30 pm**

The East Ridge City Council met pursuant to notice on March 14, 2019, 6:30 pm at East Ridge City Hall.

Mayor Williams called the meeting to order.

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

**Present were:** Mayor Williams, Vice Mayor Helton, Councilmember Cagle, Councilmember Chauncey, Councilmember Witt, Assistant City Manager Custer, City Attorney Litchford, and City Recorder Middleton.

**Special Presentation – Proclamation for Brick Campbell** – Mayor Williams presented a proclamation to the family of Brick Campbell, a student at East Ridge Elementary, who recently passed away. March 14, 2019 was proclaimed as “Brick Campbell Day” in East Ridge.

**Consent Agenda:**

- A. Approval of Minutes February 28, 2019 Agenda Work Session
- B. Approval of Minutes February 28, 2019 Regular Council Meeting
- C. Approval of Minutes March 1, 2019 Special Called Meeting

Vice Mayor Helton made a motion, seconded by Councilmember Chauncey, to approve the Consent Agenda. The vote was unanimous. Motion approved.

**Communication from Citizens:**

Mimi Lowrey, 819 Mt. Belvoir Drive, discussed hiring a City Manager. She believes there could be other people who would apply since the applications were closed eight months ago. She asked Council not to make a decision tonight and let MTAS do the process again. She believes City employees had a huge input in selecting the candidates and it should not have been done that way. She stated the Assistant City Manager Custer is doing a great job.

Mayor Williams stated we started the application process when Mr. Miller turned in his resignation, which was prior to the election. There was a concern that three of the seats would change. When he came into office, he asked MTAS to review and score the eight final applicants. He stated that staff weeded out 48 candidates because of qualification requirements mandated by the Charter. That was the only involvement staff had in the process. Mr. Custer stated Mr. Miller went over the applications and came up with a short list of applicants that he

thought would be a good fit. The Mayor stated that two dropped out and Council decided to interview four. He told the Council if they were not happy with the final applicants, we could open the process again. When we get to Item G, we will determine how we want to proceed. Ms. Helton stated that all four applicants are gainfully employed at this time.

Laura Mathis, 2100 McBrien Road, asked if the Housing Commission meeting could be recorded. Mr. Custer stated we would record that meeting and evaluate if other meetings need to be recorded.

### **Communication from Councilmembers:**

Councilmembers Witt and Chauncey, and Vice Mayor Helton had nothing at this time.

Councilmember Cagle thanked the Council and all who participated in the Optimist Club fundraiser at the Community Center. He thanked the Parks and Recreation employees for setting up for the event.

Mayor Williams stated he received a message from the school board superintendent stating that Spring Creek Elementary students have improved in reading skills. They showed a 37.7% increase from Benchmark 1 to Benchmark 2 this year. Councilmember Witt stated she volunteers at the school and they are doing an excellent job.

The Mayor congratulated Ms. Taylor for being voted Optimist of the Year.

Mayor Williams stated his next “Meet the Mayor” will be at Wally’s on Saturday, March 16<sup>th</sup> at 10 am. School Board member Tucker McClendon will be there to discuss the 2023 program. Lifecare approached the Mayor about holding a “Meet the Mayor” there, so the next one will be in April at Lifecare.

### **Communication from City Manager:**

Assistant City Manager Custer discussed the law enforcement strategic plan. They have met with citizens, and with the sergeants and patrol officers of the Police Department to discuss things that could be improved. They also met with upper administration of the Police Department. There will be a strategic planning session for the Fire Department and the Mayor would also like to do a strategic plan for the Council.

Mr. Custer stated that employees deal with difficult situations and come under fire from time to time. He stated employees love what they do, and code enforcement is a necessary thing. He encouraged citizens to thank employees of Sanitation, Codes, Animal Services, etc. when they see them out.

Councilmember Cagle asked the status of the SWAT equipment. Assistant Police Chief Allen stated the guns have not come in, but they do have the body armor. AC Allen stated that the SWAT team is now fully activated and ready to deploy at any time.

Mayor Williams asked about the in-car radios. AC Allen stated the radios are here and the installers are waiting on a specific part to be able to install them. He hopes to have them within

the next two weeks. Mr. Custer stated that the leadership at the Police Department has done a fantastic job on getting the necessary equipment for the department.

**Old Business:** None

**New Business:**

**ORDINANCE NO. 1103 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 1078 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT . . .” BY DESIGNATING A PORTION OF THE UNASSIGNED FUND BALANCE OF THE GENERAL FUND AND BY CHANGING THE REVENUES OF THE GENERAL FUND, GRANT FUND AND DRUG FUND AND BY CHANGING THE EXPENDITURES OF THE GENERAL FUND, GRANT FUND AND DRUG FUND (1<sup>st</sup> reading)** – City Attorney Litchford read on caption. Finance Director Qualls stated she is amending the budget to reflect new revenue streams, such as the Red Wolves partnership, basketball gate money, donation from Hampton Inn, liens that Hamilton County collected, etc. Expenditures will reflect the interfund loan from general fund to the grant fund and the purchase of new vests from the Drug Fund. Ms. Qualls stated we have three years to pay back the loan and it is reimbursable from the Border Region. Councilmember Witt made a motion, seconded by Vice Mayor Helton, to approve Ordinance No. 1103 on first reading. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2904 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO WAIVE THE FEE FOR USE OF THE CAMP JORDAN PICNIC PAVILION BY THE EAST RIDGE OPTIMIST CLUB FOR A FUNDRAISER BARBEQUE AND FOR THE CITY TO PURCHASE \$300 IN TICKETS** – Vice Mayor Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 2904. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2905 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO WAIVE THE FEE FOR USE OF CAMP JORDAN ARENA BY THE EAST RIDGE OPTIMIST CLUB FOR A FUNDRAISER CAR SHOW** – City Attorney Litchford read on caption. Vice Mayor Helton made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 2905. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2906 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO WAIVE THE FEE FOR USE OF CAMP JORDAN ARENA AND THE PICNIC PAVILION BY EAST RIDGE ELEMENTARY SCHOOL FOR THEIR FIFTH GRADE GRADUATION** – City Attorney Litchford read on caption. Director Wilson stated that the school has requested this for Tuesday May 21, 2019. Vice Mayor Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 2906. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2907 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO ENTER INTO A RENEWAL OF THE SPONSORSHIP AGREEMENT WITH THE CHATTANOOGA COCA-COLA BOTTLING COMPANY FOR EXCLUSIVE POURING RIGHTS FOR THE PARKS AND RECREATION DEPARTMENT** – City Attorney Litchford read on caption. Director Wilson stated that Coke will cut a check for \$15,000 in exchange for pouring rights. Vice Mayor Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 2907. The vote was unanimous. Motion approved.

**Grant Consent Agenda:**

1. **RESOLUTION NO. 2908 – A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR, AND ACCEPTANCE OF, THE TENNESSEE AMERICAN WATER ENVIRONMENTAL GRANT**
2. **RESOLUTION NO. 2909 - A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR, AND ACCEPTANCE OF, THE FY 2020 AQUATIC STREAM CLEANUP GRANT**
3. **RESOLUTION NO. 2910 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR, AND ACCEPTANCE OF THE FIREHOUSE SUBS FY 2019 GRANT FOR THE EAST RIDGE FIRE DEPARTMENT**
4. **RESOLUTION NO. 2911 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE APPLICATION FOR AND ACCEPTANCE OF THE STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT PROGRAM**

City Attorney Litchford read all the resolutions on caption. Councilmember Chauncey made a motion, seconded by Vice Mayor Helton, to approve the Grant Consent Agenda. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2912 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT FOR SERVICES FOR \_\_\_\_\_ TO BECOME CITY MANAGER OF THE CITY OF EAST RIDGE** – City Attorney Litchford read on caption. Mr. Litchford stated that he, Human Resources Manager Perry and Finance Director Qualls, at the Council’s request, compiled a comparison of salary, car allowance, insurance, retirement contributions, etc. for past city managers. The Mayor also contacted MTAS for a comparison of an assessment of similar municipalities for salaries. Mr. Litchford will make one correction in the resolution. There is no contract at this time as the resolution states; this will be to negotiate a contract. Councilmember Chauncey suggested voting on a compensation package before voting on the contract. Council made the following suggestions:

- Salary \$115,000
- Car Allowance \$450
- Vacation/Sick Days 2 week's vacation/5 sick days – no accumulation
- Severance 4 months base salary if terminated without cause
- Retirement 10% either ICMA or TCRS
- Insurance 100% paid by City
- New Phone
- Relocation expense to be determined

Councilmember Chauncey made a motion, seconded by Councilmember Witt, to approve the compensation package. The vote was unanimous. Motion approved.

At this time, Councilmember Witt made a motion, seconded by Vice Mayor Helton, to approve Resolution No. 2912 and make an offer to Chris Dorsey as the City Manager, based on the compensation package that was approved. The vote was unanimous. Motion approved.

City Attorney Litchford will put all this information in contract format and contact Mr. Dorsey. He stated that no other action needs to take place if Mr. Dorsey accepts these terms.

**RESOLUTION NO 2913 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE TRANSFER OF CERTAIN CITY PROPERTY AS IT RELATES TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION'S MULTIMODAL ACCESS GRANT** – Vice Mayor Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 2913. Councilmember Cagle asked if the City would have to purchase the sidewalk area that goes to McBrien School. Ms. Bowers will check the GIS map to see if that is a separate parcel. The vote was unanimous. Motion approved.

Being no further business, the meeting was adjourned.

## MINUTES OF THE AGENDA WORK SESSION

March 28, 2019– 6:00 pm

### To Set the Agenda for The April 11, 2019 Council Meeting

The East Ridge City Council met pursuant to notice on March 28, 6:00 pm, at East Ridge City Hall to set the agenda for the April 11, 2019 Council Meeting and other items.

Mayor Williams called the meeting to order.

**Present were:** Mayor Williams, Councilmember Cagle, Councilmember Chauncey, Councilmember Witt, City Attorney Litchford and City Recorder Middleton. Vice Mayor Helton and Assistant City Manager Custer were not present.

**Special presentation from the Police Department to Special Olympics** – Assistant/Interim Chief Allen stated the Police Department will be participating in no-shave April, just like they did for no-shave November. The officers have collected \$580 for the Special Olympics and Assistant/Interim Chief Allen presented a check to representatives of Special Olympics. Assistant/Interim Chief Allen also stated that four police officers are participating in Tip-a-Cop at Texas Roadhouse restaurants in the area on April 8<sup>th</sup>. This money will go to the Special Olympics.

#### **New Business Discussion:**

**RESOLUTION NO. \_\_\_\_ - Approval for the Police Department to participate in the Tennessee Association of Chiefs of Police (TACP) Law Enforcement Accreditation Program** – Assistant/Interim Chief Allen stated the department is working toward accreditation by the TACP. Once the department is accredited, the City will get a break on insurance from TML in the amount of \$100 per officer.

#### **Grant Consent Agenda:**

1. **RESOLUTION NO. \_\_\_\_ - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACCEPT THE HAMILTON COUNTY 2018 HOMELAND SECURITY GRANT FOR THE EAST RIDGE FIRE DEPARTMENT**
2. **RESOLUTION NO. \_\_\_\_ - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACCEPT THE HAMILTON COUNTY 2018 HOMELAND SECURITY GRANT FOR THE EAST RIDGE POLICE DEPARTMENT**

Community Involvement Coordinator Bowers stated the Fire Department will receive \$17,750 to purchase an ATV and trailer. The Police Department will receive \$5,000 for police radios. This is a 100% grant with no match from the City.

**RESOLUTION NO. 2922– A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO ACCEPT A DONATION OF ASSORTED AMMUNITION FROM CABELA’S OF FORT OGLETHORPE** – Assistant/Interim Chief Allen stated he was contacted by management of Cabela’s about donating over 1,000 rounds of ammunition to the City. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to move this item forward to tonight’s regular council meeting. The vote was unanimous. Motion approved.

The meeting was adjourned.

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

**March 28, 2019  
6:30 pm**

The East Ridge City Council met pursuant to notice on March 28, 2019, 6:30 pm at East Ridge City Hall.

Mayor Williams called the meeting to order.

Pastor Eric Rieger with Jones Memorial United Methodist Church gave the invocation. All joined in the Pledge of Allegiance to the Flag.

**Present were:** Mayor Williams, Councilmember Cagle, Councilmember Chauncey, Councilmember Witt, City Attorney Litchford, and City Recorder Middleton. Vice Mayor Helton and Assistant City Manager Custer were not present.

**Special Proclamations** – Mayor Williams presented two proclamations, one from the City and one from the State to representatives from American Legion, William E. Blair Post 95 in honor of the American Legion Centennial Celebration.

**Communication from Hamilton County Commissioner Tim Boyd** – Mayor Williams stated Commissioner Boyd was caught in traffic so this item will be postponed until later in the agenda.

**TCRS Presentation – Bridge Plan** – Justin Ball, Tennessee Department of the Treasury, stated he has met with Assistant City Manager Custer and Human Resources Manager Perry regarding this plan. He stated this plan is for Public Safety employees only. This plan removes the penalty for Public Safety employees who retire prior to 30 years of service. At age 55 age and after 25 years of service, the employee will get full retirement. At ages 55-62, the employee would get their base benefit and an additional supplemental benefit. The areas of concern are that there is mandatory retirement at age 60. The Fire Chief and Police Chief would not be required to retire as well as certain employees who do 50% or more of administrative duty (determined by the City.) Long-term cost of the bridge plan is an additional 3.5% to those employees who are eligible for the plan, in addition to the current employer rate of 10%. It would not cost the employee additional money.

Mayor Williams stated we need to do our due diligence on this issue and obtain more information. Ms. Qualls stated this is not in the budget; we are just considering our options. The Mayor thanked Mr. Ball for attending and explaining the Bridge plan.

Consent Agenda:

- A. Approval of Minutes March 14, 2019 Agenda Work Session
- B. Approval of Minutes March 14, 2019 Regular Council Meeting

### C. Approval of February 2019 Financial Statement

Councilmember Witt made a motion, seconded by Councilmember Chauncey, to approve the Consent Agenda. The vote was unanimous. Motion approved.

#### **Communication from Citizens:**

Jesse Fowler, 1219 Marlboro Avenue, stated that he and six of his neighbors are having a problem with the drainage ditch beside their homes. There is a 20-foot easement for the ditch, and it is now 40 feet wide. He said the City is responsible for the easement and they have not done anything to correct it. Mayor Williams will talk to Assistant City Manager Custer about this issue.

Laura Mathis, 2100 McBrien Road, stated the Needy Child Fund is having a meeting on April 18<sup>th</sup> at Local Coffee.

John Britt, 5303 Marion Avenue, asked the Council to consider discussing testing autonomous vehicles in the City, specifically cars and delivery devices.

Daniel Lido, 3813 Kingwood Circle, stated it would be a huge mistake for a waste management plant to be in our city. Mayor Williams agrees. He stated that he and Assistant City Manager Custer have talked to the County Commissioner regarding this issue.

At this time, County Commissioner Tim Boyd, District 8, came into the meeting to address the wastewater issue in the County. He stated the City has an excellent representative on the WWTA Board with Kenny Custer. He also stated that East Ridge represents 33% of all the WWTA customers so we should have one-third of the say, but that is not the case. One at-large member of WWTA board has more voting power than all the cities combined. Mr. Boyd stated that money from sewer increases has gone to pay debt service, capital improvement for schools, sewer rehab on both Signal and Lookout Mountains, plus \$45 million was earmarked for a wastewater treatment plant in the north part of Hamilton County. He stated a location was selected on Mahan Gap Road, but the residents of that area complained about the odor and the facility disturbing their lifestyle. Mayor Coppinger allowed the residents to form a committee to find a better location and they came up with the old treatment facility in East Ridge. They stated their property values would be affected more so than the values in East Ridge. Commissioner Boyd asked the Mayor and Mr. Custer to do a letter as to why resurrecting the old wastewater treatment plant in East Ridge was ludicrous and they did so. He stated the Mahan Gap Road location is the most efficient design location for the plant because of the topography. He also stated it is not feasible engineering wise to put the wastewater treatment plant in East Ridge; there is not enough room. Mayor Williams thanked Commissioner Boyd for addressing this issue.

#### **Communication from Councilmembers:**

Councilmember Cagle stated a citizen who lives on Vester Lane called him and thanked him for paving the street. He also stated he worked next to the sewer plant for 25 years and does not see how we could reopen it again. He stated it smelled and the City was fined.

Councilmembers Witt and Chauncey had nothing at this time.

Mayor Williams stated we have an acceptance from Chris Dorsey as City Manager. He will be here on May 6<sup>th</sup> to begin work, after a 30-day notice at his current location. He stated that, in the meantime, Mr. Dorsey will be working with Finance Director Qualls and Assistant City Manager Custer on the budget.

Mayor Williams stated the Chattanooga Cruise In will be at Camp Jordan this Saturday from 8 am – 4 pm. The organizers are expecting more than 10,000 people and over 1,000 cars.

**Communication from City Manager:** None

**Old Business:**

**ORDINANCE NO. 1103 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 1078 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL GOVERNMENT . . .” BY DESIGNATING A PORTION OF THE UNASSIGNED FUND BALANCE OF THE GENERAL FUND AND BY CHANGING THE REVENUES OF THE GENERAL FUND, GRANT FUND AND DRUG FUND AND BY CHANGING THE EXPENDITURES OF THE GENERAL FUND, GRANT FUND AND DRUG FUND (2<sup>nd</sup> and final reading)** – City Attorney Litchford read on caption. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to approve Ordinance No. 1103 on second and final reading. The vote was unanimous. Motion approved.

**New Business:**

**RESOLUTION NO. 2914 – 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 INTEGRATED PROPERTIES, LLC, IN REGARD TO THE ELECTRICAL AND PLUMBING WORK FOR BUILDING #4 AT CAMP JORDAN PARK** – City Attorney Litchford read on caption. Parks and Recreation Director Wilson stated the change order amount is \$56,513.35. It is for changing a restroom into a restroom and concession building on Fields 9-12. Councilmember Cagle made a motion, seconded by Councilmember Witt, to approve Resolution No. 2914. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2915 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO WAIVE THE FEE FOR USE OF THE LARGE PICNIC PAVILION BY THE VIETNAM VETERANS CHAPTER 203 FOR THEIR ANNUAL R & R PICNIC** – City Attorney Litchford read on caption. Director Wilson stated this event will be on Saturday, May 4, 2019. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to approve Resolution 2915. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2916 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO WAIVE THE FEE FOR USE OF THE AMPHITHEATER AND FIELD AREA AT CAMP JORDAN PARK BY THE CHURCH OF GOD OF UNION ASSEMBLY FOR THEIR FREE COMMUNITY EASTER EGG HUNT** – City Attorney Litchford read on caption. Director Wilson stated this would be a free event for the community on April 20<sup>th</sup> from 12 – 4:30 pm. Councilmember Chauncey made a motion, seconded by Councilmember Witt. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2917 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO PERMANENTLY CLOSE SECTION 2 AND SECTION 3 OF THE CAMP JORDAN RV PARK AND CAMPGROUND** – City Attorney Litchford read on caption. Director Wilson stated the campground has had major water leaks that cannot be found, causing enormous water bills. Staff recommends closing sections 2 and 3 of the campground and leaving Section 1 open. People can still stay in these sections, but the campers must be self-contained. Councilmember Cagle made a motion, seconded by Councilmember Witt, to approve Resolution No. 2917. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2918 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO DONATE \$500 TO EAST RIDGE ELEMENTARY SCHOOL FOR THEIR TEACHER APPRECIATION LUNCHEON** – City Attorney Litchford read on caption. Councilmember Cagle made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 2918. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2919 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPOINTING MEMBERS TO THE EAST RIDGE ZONING APPEALS BOARD** - City Attorney Litchford read on caption. Mr. Litchford stated that in 2016 five members were voted to the Board with all the same terms. He stated there is a disconnect between the zoning ordinance and the city code; the ordinance stated the board will have staggered terms, but the code has no mention of staggered terms, only three-year terms. Mr. Litchford asked for Council’s direction on the terms. Mayor Williams believes we should stagger the terms at this point and have three-year terms thereafter. Mr. Litchford suggested that the terms should be consistent with election seats. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to stagger the terms of the Zoning Appeals Board to be consistent with zoning Ordinance No. 481 and identify the terms as appointed by Council as follows:

- Mayor Williams – 1-year term initially
- Vice Mayor Helton and Councilmember Witt – 2-year terms initially
- Councilmember Cagle and Councilmember Chauncey – 3-year terms initially

The vote was unanimous. Motion approved.

Council made the following appointments to the Zoning Appeals Board:

- Councilmember Cagle – Mac Pendley (3-year term)

- Councilmember Chauncey – Mickey Spence (3-year term)
- Councilmember Witt – Jane Sharpe (2-year term)
- Mayor Williams – Steve Leach (1-year term)
- Vice Mayor Helton – Steve Corder (2-year term) – Mayor Williams stated that Vice Mayor Helton had emailed him her appointment name.

Councilmember Witt made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 2919, which will memorialize the appointments. The vote was unanimous. Motion approved.

**RESOLUTION NO 2920 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR AND ACCEPTANCE OF, THE FY 2020 TENNESSEE DEPARTMENT OF TRANSPORTATION’S TENNESSEE HIGHWAY SAFETY OFFICE GRANT** – City Attorney Litchford read on caption. Ms. Bowers stated this is a 100% grant with 50% required for overtime and 50% for equipment. The department plans on purchasing an e-reader and radar units if approved for the grant. Councilmember Chauncey made a motion, seconded by Councilmember Witt, to approve Resolution No. 2020. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2921 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ISSUANCE, SALE, AND PAYMENT OF TENNESSEE DEPARTMENT OF TRANSPORTATION’S MULTIMODAL ACCESS GRANT PROGRAM INTERFUND LOAN CAPITAL OUTLAY NOTES NOT TO EXCEED \$1,500,000.00** – City Attorney Litchford read on caption. Finance Director Qualls stated this loan is to purchase rights-of-way for the sidewalk project on Ringgold Road until we can be reimbursed through the Multimodal Access Grant Program. The loan will be from the General Fund to the Grant Fund. We will draw the money down as needed and have three years to reimburse the General Fund. The State must approve this interfund loan just as they would any loan. The funds can also be reimbursed through the Border Region. Councilmember Chauncey made a motion, seconded by Councilmember Witt, to approve Resolution No. 2921. The vote was unanimous. Motion approved.

**RESOLUTION NO. 2922– A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO ACCEPT A DONATION OF ASSORTED AMMUNITION FROM CABELA’S OF FORT OGLETHORPE** – City Attorney Litchford read on caption. Councilmember Cagle made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 2922. The vote was unanimous. Motion approved.

The meeting was adjourned.