

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

**October 26, 2023  
6:00 pm**

The East Ridge City Council met pursuant to notice on October 26, 2023, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Rev. Danny Lance, True Life Church, gave the invocation. All joined in the Pledge of Allegiance to the Flag.

**Present:** Mayor Williams, Vice Mayor Haynes, Councilmember Cagle, Councilmember Tyler, Councilmember Witt, City Manager Miller, City Attorney Litchford, and City Recorder Middleton.

**Attendance:** 11

**Special Presentation – City Manager Miller** – Mr. Miller stated that East Ridge was one of only 87 cities out of 346 to be awarded the budget certificate for sound management from the Comptroller’s office. This is awarded for timely adoption of the budget either on or before year end. Mr. Miller presented the certificate to Finance Director Qualls. Mayor Williams thanked Ms. Qualls for her hard work on the budget and stated it is also a team effort.

**Consent Agenda:**

- A. Approval of Minutes September 28, 2023 Council Meeting
- B. Approval of Minutes October 5, 2023 Called Meeting
- C. Approval of August 2023 Financial Report
- D. Approval of September 2023 Financial Report

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

**Communication from Citizens:**

None

**Communication from Councilmembers:**

Councilmember Cagle and Vice Mayor Haynes had nothing at this time.

Councilmember Witt stated the True Life Church, the East Ridge Police Department and the Citizen's Police Academy will sponsor a food drive at the True Life Local Coffee on November 5<sup>th</sup> from noon until 4 pm.

Councilmember Tyler announced that the Optimist Club will hold a barbecue fundraiser on Saturday, October 28<sup>th</sup> from 11 am – 1 pm at City Hall.

Mayor Williams discussed the following:

- Fall Festival – Mayor Williams thanked everyone for the successful fall festival that was held on October 7, 2023.
- Library:
  - Now-October 30<sup>th</sup> - Pumpkin Painting Contest – must represent a book character, no carved entries, pick up entry form at Library.
  - October 31<sup>st</sup> – 3:30–5:30 – Drive thru Trick or Treat
- Parks and Recreation:
  - Now – October 30<sup>th</sup> – Coat and Shoe drive. Donate new and used coats and shoes to those in need. Drop off at the Community Center.
  - October 27<sup>th</sup> 6 pm – Senior Fall Ball (dance) at the Community Center
  - Winter Sports Registration – Basketball open until November 17<sup>th</sup>, soccer open until November 27<sup>th</sup>.
  - November 18<sup>th</sup> – East Ridge Christmas Parade. Parade packets can be found at [eastridgeparksandrec.com](http://eastridgeparksandrec.com)
  - November 22<sup>nd</sup> – The first East Ridge Community Thanksgiving Dinner. Register now through November 15<sup>th</sup> or until full.

**Communication from City Manager:**

- The East Ridge Police Department will hold a drug take back at Walgreens' at McBrien Road for unwanted and expired prescription drugs and over the counter medications on October 28<sup>th</sup> from 10 am – 2 pm.
- Moore Road will be opened on October 30<sup>th</sup> at 7 am after being closed for two weeks for installation of stormwater drainage pipe.
- Armour Street will be closed beginning October 30<sup>th</sup> for five days for installation of stormwater drainage pipe.
- Leaf pick-up starts Monday Oct. 30<sup>th</sup>. Pick-up will start on the east end and go west on both the north and south sides of Ringgold Road.

**Old Business:** None

**New Business:**

**ORDINANCE NO. 1198 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (1<sup>st</sup> reading)** - City Attorney Litchford read on caption. Finance Director Qualls stated amendments to the budget include payment for the

new fire engine, funds received from the state for the SRO program, payment to Kimley Horn, etc. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Ordinance No. 1198 on first reading. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3456 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE ADVANCEMENT OF STATE SALARY SUPPLEMENT PAYMENTS FOR ELIGIBLE FIREFIGHTERS AND POLICE OFFICERS** - City Attorney Litchford read on caption. Chief Williams stated we have 25 certified firefighters and 38 certified police officers who will receive the \$800 supplement from the State. The City has made it a practice to pay the supplements in advance and then be reimbursed by the State. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3456. The vote was unanimous.

**RESOLUTION NO. 3457 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDING A BID FOR THE CONSTRUCTION OF AN ANIMAL SERVICES FACILITY** - City Attorney Litchford read on caption. Jerry Isaksen with MBI Companies, Inc. came forward to discuss the project. He stated the facility will be concrete block with a stone veneer. The building will have 30 kennels but can be expanded upon for future growth. He stated the low bid of \$3,050,000 did not have a contingency amount built in, but the bid from J. C. Curtis Construction of \$3,079,000 did have a \$300,000 contingency amount built into the bid. Mr. Isaksen recommended the bid from J. C. Curtis Construction in the amount of \$3,079,000. City Manager Miller supports this recommendation not to exceed \$3,079,000. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3457, with the recommendation to award the bid to J. C. Curtis Construction. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3458 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE BUREAU OF JUSTICE ASSISTANCE FY23 BULLETPROOF VEST PARTNERSHIP GRANT** - City Attorney Litchford read on caption. Development Administrator McAllister stated the City was awarded \$14,305 with a 50% match from the City. Vests are \$950 - \$985 each and will go to Police officers, not the SWAT team. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3458. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3459 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE SELECTION OF A FIRM TO PERFORM A SPORTS FACILITY FEASIBILITY STUDY RELATED TO POTENTIAL EXPANSION AND/OR ENHANCEMENTS AT CAMP JORDAN PARK CONDITIONED UPON A SUCCESSFULLY NEGOTIATED AGREEMENT** - City Attorney Litchford read on caption. City Manager Miller stated a special called meeting was held on October 5, 2023 to hear presentations from the three firms chosen as finalists, 1) The Sports Facilities Companies, 2) Hunden Partners and Lose Design, and 3) Victus Advisors, LLC. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3459, selecting Victus Advisors LLC. Councilmember Cagle asked if this motion is just for a quote from Victus Advisors. Mr. Miller stated a contract would have to be negotiated and brought back before Council. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3460 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST #3 FROM ASA ENGINEERING AND CONSULTING, INC. IN REGARD TO THE RINGGOLD ROAD SR8 RINGGOLD ROAD CORRIDOR PROJECT (MULTI-MODAL PROJECT)** - City Attorney Litchford read on caption. Development Administrator McAllister stated this change order is for a time extension due to the gas utility work that was going on at the same time as the multi-modal construction. This change order has been submitted to TDOT and will extend the time of the project from November 28, 2023 to June 28, 2024, a period of 213 days. Councilmember Witt made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3460. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3461 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ACCEPTANCE OF THE PUBLIC ENTITY PARTNERS (“PEP”) PROPERTY CONSERVATION MATCHING GRANT FOR FY 2024** - City Attorney Litchford read on caption. Mr. McAllister stated we receive this grant annually. The amount is \$5,000 with 50% match from the City. It will be used for security surveillance cameras at City Hall, parking areas, and entrances. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3461. The vote was unanimous. Motion approved.

**Discussion of Tentative Agenda Items for the November 9, 2023 Council Meeting (see Attachment A**

- Milestone Awards for October 2023
- **Old Business:**
  - **ORDINANCE NO. 1198 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (2<sup>nd</sup> and final reading)** – No further discussion.
- **New Business:**
  - **PUBLIC HEARING FOR RESOLUTION NO. \_\_\_\_ - Kevin Huff – Appeal Decision of Housing Commission for Demolition Order for 3607 Fountain Avenue.**
  - **RESOLUTION NO. \_\_\_\_ - Kevin Huff – Appeal Decision of Housing Commission for Demolition Order for 3607 Fountain Avenue** – City Attorney Litchford stated the Housing Commission issued a show cause order in March for Mr. Huff because of interior concerns and significant debris on the property. Mr. Huff did not respond so the Housing Commission issued a Demolition Order. In

July, the Housing Commission gave the owner a chance to repair the property and lifted the demolition order. The property owner did not comply so in September, the Commission reinstated its demolition order. Mr. Huff has now filed an appeal. The Council can modify, reaffirm, or overturn the decision of the Housing Commission.

- **RESOLUTION NO. \_\_\_\_ – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE INITIATING A BOND ISSUE THROUGH THE TENNESSEE MUNICIPAL BOND FUND (“TMBF”) IN AN AMOUNT NOT TO EXCEED \$1.5 MILLION FOR INFRASTRUCTURE IMPROVEMENTS AND UPGRADES TO CAMP JORDAN PARK** - Parks and Recreation Director Skiles stated there are needed improvements and upgrades at Camp Jordan Park including new field lighting on soccer fields, a new roof system for the Arena, updates to Arena restrooms, etc. She is requesting that the City provide funding for these projects through a bond issue with the TMBF.
- **RESOLUTION NO. \_\_\_\_ – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY MAYOR WILLIAMS TO THE EAST RIDGE BEER BOARD** – No discussion
- **RESOLUTION NO. \_\_\_\_ – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER WITT TO THE EAST RIDGE BEER BOARD** – No discussion
- **RESOLUTION NO. \_\_\_\_ – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO MEMORIALIZE THE MAYOR’S APPOINTMENT OF THE CHAIRPERSON OF THE BEER BOARD** – No discussion
- **RESOLUTION NO. \_\_\_\_ - Appointment to the Library Board to fill an unexpired term** – This will be Councilmember Tyler’s appointment.
- **RESOLUTION NO. \_\_\_\_ - Central Square – RMS data conversion agreement with Hamilton County Sheriff’s Dept.** – Chief Uselton stated when the Police Department switched over to a new field base reporting system, the former vendor would not sell the City our data in a format that we could integrate into our current Report Management System; now, they have agreed to do so. Central Square would provide the data to the City for \$17,342.

Being no further business, the meeting was adjourned.