

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

**January 11, 2024  
6:00 pm**

The East Ridge City Council met pursuant to notice on January 11, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Rev. Jeff Baden, Hamilton 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:** 16

**Employee Milestone Awards for December 2023** – Mayor Williams announced the milestone awards for December as follows:

Finch Thomas R	20 years
Tate Kyle Lebron	15 years
Bernard Daniel F.	5 years
Hullender Jamey C	5 years

Mayor Williams thanked these and all City employees for the great job they do.

**Consent Agenda:**

- A. Approval of Minutes December 14, 2023 Council Meeting
- B. Approval of November 2023 Financial Report
- C. Declaration of Surplus Property – Police Department

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 asked everyone to remember Denny Manning in their prayers because of recent health issues.

Vice Mayor Haynes, Councilmember Witt, and Councilmember Tyler had nothing at this time.

Mayor Williams discussed the following:

- He welcomed 2024 and is excited about everything the City has planned. He thanked staff for their hard work with the beautiful Christmas lights and decorations at City Hall, the Community Center, and other city buildings, as well as along Ringgold Road.
- The East Ridge Dog Park recently reopened after being closed for maintenance and grass seeding. The park is open seven days a week from sunrise to sunset.
- East Ridge Library Adult Winter Reading Challenge – register now, pick up reading logs at the front desk at the Library. There will be weekly drawings for prizes. Call 423-867-7323 for more information.
- Parks and Recreation
  - Pancakes and Pajamas on Jan. 26<sup>th</sup> at the Community Center from 6 – 8 pm. Includes free pancake dinner and games. Must register to attend. Call 423-486-2034 for more information.
  - Aerobics classes at the Community Center on Tuesday and Thursday at 6 pm and Saturday at 9 am. The cost is \$35 per year.
  - Registration for Spring Sports
    - January-March 1 – T-Ball (Boys and girls 3-4 yrs), Baseball (5-12 yrs), Softball (5-16 yrs)
    - January 1-February 23 – Soccer (U4 – U19)
    - January 1-March 8 – Adult Softball

Register at [www.eastridgeparksandrec.com](http://www.eastridgeparksandrec.com).

#### Communication from City Manager

- Mr. Miller wished everyone a Happy New Year. He stated it will be a very busy year with many new projects.
- Multi Modal Project – The contractor is working on north side on storm drain structures, and prepping areas for pouring sidewalks. Cold weather will delay pouring. This project should be completed in the summer of 2024.
- Leaf pick – Crews are in the 4<sup>th</sup> round and pick up is almost complete. Currently, they are on Marlboro north of Ringgold Road heading east with another crew on John Ross heading west. They will make a 5<sup>th</sup> round, if necessary, but citizens should call City Hall if they need pick up.
- The contractors are pouring footers now for the new Animal shelter. The facility is scheduled for completion in 180 days.
- We have hired Hefferlin + Kronenberg Architects for the multi-purpose pavilion behind City Hall and the Community Center. We plan to bid the project out this summer.
- The widening of N. Mack Smith Road from Ringgold Road was awarded to Adams Contracting. The project will be from Ringgold Road to the north property line of the Fairfield Inn. They will start construction on March 1, 2024.
- Victus Advisors was approved to do the Parks and Rection Feasibility Study. They will start on January 25 or 26<sup>th</sup>, and it will take 16 weeks to complete. Hamilton County will help financially with the study.
- Councilmember Cagle asked when we would start on the Community Center. Director Skiles stated they had a meeting with TDEC today and we are waiting on the State to sign the contract. She hopes to get the project out to bid within the next sixty days. Mayor Williams stated we received \$600,000 in an LPRF grant through TDEC but there are many requirements to the grant.
- Road resurfacing for 2023 - 2024 will start March 1<sup>st</sup>. This will be a \$1.7 million program.

**Old Business:** None

**New Business:**

**PUBLIC HEARING FOR ORDINANCE NO. 1199 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 4328 OAKDALE AVENUE, TAX MAP #169G-D-005 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT** – City Attorney Litchford read on caption. Mayor Williams opened the public hearing. Chief Building Official Howell stated the applicant wishes to use an existing accessory structure as an office for their business.

David Lee, the applicant, 4328 Oakdale Avenue, owns CBS Management, a janitorial service. He stated the neighbors are concerned about changing the property to C-2 in case Mr. Lee decides to sell the property. Mr. Lee stated the Council could put a restriction on the property that it would revert back to R-1 if it is ever sold. He also stated he has very little traffic.

Sandy Condroski, 1411 Armour Street, is opposed because of increasing traffic.

Jennifer Crittenden, 1410 Armour Street, is opposed because the property could be used for other uses if sold.

Bill Higgins, 1411 Armour St., is opposed because of increased traffic.

Caroline Couch, 4327 Oakdale, is opposed because the property could be used for other things in the future.

Debbie Riemke, 1406 Armour Street, does not want commercial in the neighborhood.

David Lee, 4328 Oakdale, came back up and stated he talked to the neighbors just to explain why he wanted to change to C-2. He stated the Council can change the property back to R-1 if he sells, or if they close the business. Mayor Williams closed the public hearing.

**ORDINANCE NO. 1199 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 4328 OAKDALE AVENUE, TAX MAP #169G-D-005 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (1<sup>st</sup> reading)** – City Attorney Litchford read on caption. Chief Building Official Howell stated the property is surrounded by residential and two commercial vacant properties. He stated the C-2 zone is to promote clusters of commercial properties, but also stated this is not a good use of transitional zoning. Mayor Williams stated this request was denied by the Planning Commission on December 4, 2023. Councilmember Witt made a motion, seconded by Councilmember Tyler, to deny Ordinance No. 1199. Councilmember Tyler stated when he googled this address it came up as CBS Management LLC. He asked if a business is currently being operated from this property. Mr. Howell stated unknown to him, it has been operated for the last two years as a home-based business, but only family members are allowed to work in a home-based business. Mr. Tyler

asked if the City could issue a cease-and-desist order for this business. Mr. Howell stated that the City could. Mr. Cagle asked if the business has a business license. Mr. Howell does not know since business licenses do not come through him; he only checks for zoning and the applicant is given rules and regulations by which they must abide. If not, a cease-and-desist order can be issued. Finance Director Qualls stated that the City must issue business licenses if requested. The vote was unanimous. Motion to deny was approved.

**PUBLIC HEARING FOR ORDINANCE NO. 1200 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE EAST RIDGE ZONING ORDINANCE NO. 481, ARTICLE V, SECTION 303 RELATIVE TO HEIGHT AND AREA REQUIREMENTS IN RESIDENTIAL TOWNHOUSE ZONES** – City Attorney Litchford read on caption. Chief Building Official Howell stated that staff requested certain changes to the zoning ordinance which were approved by the Planning Commission. He explained the changes as follows:

- The minimum build site area for townhouse dwellings will change from 1,350 square feet to 1,500 square feet.
- An RT-1 lot must be bordered on at least one side by a C-1, C-2, R-2, or R-3 zoning district. This will help eliminate spot zoning.
- Lot sizes based on the percentage of an acre for a maximum of 10 townhomes per acre.

He and City Manager Miller have worked on these amendments and compared them to what other municipalities have in their zoning ordinances. Mayor Williams opened the public hearing. No one came forward in favor of or in opposition to the amendments to the ordinance. Mayor Williams closed the public hearing.

**ORDINANCE NO. 1200 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE EAST RIDGE ZONING ORDINANCE NO. 481, ARTICLE V, SECTION 303 RELATIVE TO HEIGHT AND AREA REQUIREMENTS IN RESIDENTIAL TOWNHOUSE ZONES (1<sup>st</sup> reading)** – City Attorney Litchford read on caption. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Ordinance No. 1200 on first reading. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3491 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE EAST RIDGE PARKS AND RECREATION TEN-YEAR MASTER PLAN DESIGNED BY KIMLEY-HORN AND ASSOCIATES** – City Attorney Litchford read on caption. Development Administrator McAllister is asking Council to adopt the final draft of the 2024 – 2034 East Ridge Parks and Recreation Ten-Year Master Plan, which identifies the needs and goals of Parks and Recreation. It also has feedback from the community. Mr. McAllister stated that the top two responses of the community are more festivals and a community pool. Responses also included more pickle ball courts, food festivals, music, food truck alleys, art festivals, etc. Mr. Miller commended Kimley-Horn and Associates for putting together a comprehensive analysis of the Parks and Recreation programs and venues that we have. Mayor Williams stated that respondents to the poll stated they visited Camp Jordan daily or weekly. They use the trails, walking paths, playgrounds, and open green space. The Mayor stated the study also showed that the benches along the walking track are in bad condition and need to be replaced. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3491. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3492 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO HAVE ENVIRONMENTAL AND STRUCTURAL ASSESSMENTS DONE ON THE MCBRIEN SCHOOL BUILDING** – City Attorney Litchford read on caption. City Manager Miller stated National Emissions Standard for Hazardous Air Pollutants (“NESHAP”) asbestos assessments are required by the Environmental Protection Agency and the Tennessee Department of Environment and Conservation to be performed prior to renovation or demolition activities in a building. He is asking approval from Council to do NESHAP and lead paint assessments (S&ME), have an engineer (Mack McCarley) do a walk-through structural assessment, and have a general contractor (BP Construction) do a walk-through to estimate the cost of construction to bring the building to a functional level. The total cost would be an amount not to exceed \$25,800. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3492. The vote was unanimous. Motion approved

**RESOLUTION NO. 3493 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE TWO (2) 2023 FORD INTERCEPTOR SPORT UTILITY VEHICLES FROM LONNIE COBB FORD THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATE-WIDE CONTRACT LISTING #209, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b)** – City Attorney Litchford read on caption. Chief Uselton stated total cost for the two vehicles is \$92,648 to be charged to SRO grant funds. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3493. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3494 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF CAMP JORDAN ARENA BY EAST RIDGE ELEMENTARY SCHOOL FOR ITS FIFTH GRADE GRADUATION** – City Attorney Litchford read on caption. Director Skiles stated this request meets our fee waiver policy. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3493. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3495 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH CHATTANEUTER SPAY NEUTER CLINIC FOR PROVIDING SPAY NEUTER SERVICES TO EAST RIDGE ANIMAL SERVICES** – City Attorney Litchford read on caption. Chief Uselton stated we have an existing MOU with Chattaneuter and they are cheaper than any other option. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3495. Councilmember Cagle asked what our adoption fees are. The Chief stated they range from \$28 - \$59. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3496 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3241, WHICH APPROVED THE HUMAN RESOURCES MANUAL** – City Attorney Litchford read on caption. Human Resources Director Sinigaglio stated she is proposing nine amendments to the HR Manual and explained each one. Councilmember Cagle discussed the update in Section VIII regarding alcohol testing levels in the Drug-free Workplace Program. It states .08% for non-safety sensitive positions, and .04% for safety sensitive positions. He stated test levels should be the same for all employees and would like to change it to .04% for all employees. Councilmember Witt made

a motion, seconded by Councilmember Tyler to approve Resolution No. 3496 as presented. Roll call vote: Vice Mayor Haynes - yes; Councilmember Cagle - no; Councilmember Tyler - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

**RESOLUTION NO. 3497 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE TWO TRANE COMPRESSORS FOR CAMP JORDAN ARENA FROM TRANE THROUGH THE OMNIA PARTNERS PURCHASING ALLIANCE, CONTRACT LISTING #3341**– City Attorney Litchford read on caption. Director Skiles stated this will replace two compressors that are not working. The cost is \$20,954.00. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3497. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3498 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE PURCHASE OF A NEW SIGN FROM ORTWEIN SIGN COMPANY FOR THE FAÇADE OF CAMP JORDAN ARENA AS PART OF PHASE III FOR IMPROVEMENTS AT CAMP JORDAN** – City Attorney Litchford read on caption. Director Skiles stated this would replace the current sign and is part of the improvements previously approved. The sign will be installed after the roof is installed. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3498. The vote was unanimous. Motion approved. Mr. Miller stated that representatives from Ortwein Sign, who are present tonight, have drafted “Welcome to East Ridge” signs to be presented soon.

**RESOLUTION NO. 3499 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO HAVE ASBESTOS AND LEAD PAINT ASSESSMENTS CONDUCTED ON THE MCBRIEN SCHOOL BUILDING** – City Attorney Litchford read on caption. City Manager Miller presented a proposal from S&ME, Inc. to perform asbestos and lead paint assessments on the McBrien School building in the amount of \$10,800. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3499. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3500 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO AMEND RESOLUTION NO. 3481 TO INCREASE THE COST FOR THE PURCHASE OF TEN (10) LASER AIMING MODULES FROM ADS THROUGH THE U.S. GENERAL SERVICES ADMINISTRATION (“GSA”)** – City Attorney Litchford read on caption. Chief Uselton stated this purchase was approved at \$15,907.30, but there was a price increase of \$3,502.60 before we could purchase the modules. Total cost is \$19,409.90. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3500. The vote was unanimous. Motion approved.

**Discussion of Tentative Agenda Items for the January 25, 2024 Council Meeting (see Attachment A**

- **Old Business:**

- **ORDINANCE NO. \_\_\_\_** - Rezoning of 4328 Oakdale from R-1 Residential to C-2 Commercial (2<sup>nd</sup> and final reading)
- **ORDINANCE NO. \_\_\_\_** - RT-1 Zoning Classification amendments (2<sup>nd</sup> and final reading)

- **New Business:**

- **ORDINANCE NO. \_\_\_\_ - Budget Amendment (1<sup>st</sup> reading)** – Finance Director Qualls stated this amendment will include moving the Animal Shelter project from the Capital Improvement Fund to the ARPA Fund, plus the purchase of two police vehicles through the SRO grant that were approved earlier in the meeting.
- **ORDINANCE NO. \_\_\_\_ - Rezoning of 12 Sheridan Drive from R-1 Residential District to R-3 Residential Apartment District (1<sup>st</sup> reading)** – Chief Building Official Howell stated this property is legal non-conforming and has been vacant for more than 180 days. Planning Commission approved the request.
- **ORDINANCE NO. \_\_\_\_ - Ordinance to Establish an Updated Occupational Safety and Health Program Plan (1<sup>st</sup> Reading)** – Deputy Fire Chief Albright stated this plan should be updated every seven years or when there are changes that need to be made.
- **RESOLUTION NO. \_\_\_\_ - Approval to waive fee for Chattanooga Autism Center to host event at the Community Center** – Director Skiles stated this event is free to the public and the organization meets our fee waiver policy.
- **RESOLUTION NO. \_\_\_\_ - Waive Fees for East Ridge High School to use Soccer Fields** – Director Skiles stated the schools have used the fields in the past, but with the new fee waiver policy, they must come before Council.
- **RESOLUTION NO. \_\_\_\_ - Waive Fees for East Ridge Middle School to Use Softball Field**
- **RESOLUTION NO. \_\_\_\_ - City Manager Contract** – City Manager Miller stated his contract expires on January 26, 2024 and he is willing to serve another year.

Being no further business, the meeting was adjourned.

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

**January 25, 2024  
6:00 pm**

The East Ridge City Council met pursuant to notice on January 25, 2024, 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:** 4

**Consent Agenda:**

- A. Approval of Minutes January 11, 2024 Council Meeting
- B. Declaration of Surplus Property – Fire Department

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 Tyler, Councilmember Witt, and Vice Mayor Haynes had nothing at this time.

Councilmember Cagle stated that Denny Manning is doing better health wise. Mr. Cagle also asked the City Manager if the Street Department could unstop drains on Gibson Street and Sunnyfield Lane.

Mayor:

- Library
  - 2024 adult winter reading challenge - Pick up reading logs at Library. Prizes will be awarded.
  - The Library has filled a jar with marshmallows, and prizes will be given if you guess how many are in the jar or if your guess is the closest to the number.
  - The Library will be closed Saturday, February 27<sup>th</sup> for carpet cleaning
- Animal Services – The shelter needs volunteers to help walk dogs and spend time with the animals. Call the shelter for details.



- Parks and Recreation – Spring sports registration. Contact Parks and Recreation for more information and deadlines to register.

**Communication from City Manager:**

- Multi modal project
  - Mr. Miller stated that work has slowed because of bad weather conditions.
  - Talley Construction is installing storm drainage lines on the hillside west of Harper Motor Sports and then they will start construction of a retaining wall.
- Animal Shelter
  - Very little work has been done recently because of bad weather.
  - The privacy wall is 75% complete.
  - Footers, plumbing, and laying exterior block will start next week, depending on the weather.
- Victus Advisors was here today, and will be tomorrow, working on the Sports Facility Feasibility Study. He, Mayor Williams, and Director Skiles spent the morning with them touring the facility and discussing what they would like to see at the park. They also had a stakeholder’s meeting with ten members and will meet with the remainder of them tomorrow. The report should be done sometime around Memorial Day.
- There was a kickoff of the budget this past Monday. If the council would like anything included in the budget, please let him know. It will be a lean year for revenues because sales tax could be down. He will have the budget to the Council for review in May.

**Old Business:**

**ORDINANCE NO. 1200 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE EAST RIDGE ZONING ORDINANCE NO. 481, ARTICLE V, SECTION 303 RELATIVE TO HEIGHT AND AREA REQUIREMENTS IN RESIDENTIAL TOWNHOUSE ZONES (2<sup>nd</sup> and final reading)** - City Attorney Litchford read on caption. Chief Building Official Howell went through the recommended changes as follows:

- The minimum build site area for townhouse dwellings will change from 1,350 square feet to 1,500 square feet.
- An RT-1 lot must be bordered on at least one side by a C-1, C-2, R-2, or R-3 zoning district. This will help eliminate spot zoning.
- Lot sizes to be based on the percentage of an acre for a maximum of 10 townhomes per acre.

Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1200 on second and final reading. Roll call vote: Vice Mayor Haynes - yes; Councilmember Cagle - no; Councilmember Tyler - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

**New Business:**

**PUBLIC HEARING FOR ORDINANCE NO. 1201 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 12 SHERIDAN ROAD, TAX MAP #156E-A-005 FROM R-1 RESIDENTIAL DISTRICT TO R-3 RESIDENTIAL APARTMENT**

**DISTRICT** - City Attorney Litchford read on caption. Mayor Williams opened the public hearing. The applicant, Allen Jones, Stone Creek Consulting, stated the property lost its Urban Residential zoning because it sat vacant for 16 years. The owner wants to turn the property into a quadraplex. There will be four units with eight parking spaces. The Planning Commission approved the request with the condition that the applicant will abide by the requirements of the landscape ordinance. No one else came forward in favor of or in opposition to the rezoning. Mayor Williams closed the public hearing.

**ORDINANCE NO. 1201 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 12 SHERIDAN ROAD, TAX MAP #156E-A-005 FROM R-1 RESIDENTIAL DISTRICT TO R-3 RESIDENTIAL APARTMENT DISTRICT (1<sup>st</sup> reading)** - City Attorney Litchford read on caption. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Ordinance No. 1201 on first reading. Chief Building Official Howell stated there is a garage on this property off Laurel Lane which will be used for parking. Residents will use Laurel Lane and Sheridan Road for ingress and egress. Mayor Williams stated at one time this property went before the Housing Commission but has since been cleaned up. The vote was unanimous. Motion approved.

**ORDINANCE NO. 1202 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO ESTABLISH AN UPDATED OCCUPATIONAL SAFETY AND HEALTH PROGRAM PLAN, DEVISE RULES AND REGULATIONS, AND TO PROVIDE FOR A SAFETY DIRECTOR AND THE IMPLEMENTATION OF SUCH PROGRAM PLAN (1<sup>st</sup> Reading)** - City Attorney Litchford read on caption. Deputy Fire Chief Albright stated this will put the City into compliance with TOSHA regulations within seven years. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1202 on first reading. The vote was unanimous. Motion approved.

**ORDINANCE NO. 1203 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL 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 explained the amendments include extra expenditures for Workers Comp, Cyber Insurance, overtime for the Police Department, and a water leak at the splash pad. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Ordinance No. 1203 on first reading. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3501 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3497 TO REFLECT A CORRECTED AMOUNT FOR THE PURCHASE OF TWO (2) TRANE COMPRESSORS FOR CAMP JORDAN ARENA FROM TRANE THROUGH THE OMNIA PARTNERS PURCHASING ALLIANCE, CONTRACT LISTING #3341** - City Attorney Litchford read on caption. Parks and Recreation Director Skiles stated this purchase was approved at the last meeting, but the Resolution stated the incorrect amount. This amendment will correct the amount to \$20,954.00. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3501. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3502 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF THE COMMUNITY CENTER BY THE CHATTANOOGA AUTISM CENTER** - City Attorney Litchford read on caption. Director Skiles stated the Chattanooga Autism Center is a 501-c-3 non-profit and they meet the requirements of the City’s fee waiver policy. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3502. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3503 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY TO ENTER INTO A PARTNERSHIP AGREEMENT WITH D-BAT CHATTANOOGA** - City Attorney Litchford read on caption. Director Skiles explained the benefits of D-bat, such as hosting clinics at Camp Jordan and offering discounts to the participants. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3503. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3504 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEES FOR USE OF ATHLETIC FIELDS AT CAMP JORDAN BY EAST RIDGE HIGH SCHOOL** - City Attorney Litchford read on caption. Director Skiles stated the High School has used the fields in the past at no cost to them. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3504. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3505 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEES FOR USE OF ONE SOFTBALL FIELD AT CAMP JORDAN BY EAST RIDGE MIDDLE SCHOOL** - City Attorney Litchford read on caption. Director Skiles stated this request is for one field from March – May 2024. The Middle School has also used the fields at no cost in the past. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3505. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3506 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A LICENSE AGREEMENT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION (“TDOT”) FOR THE CITY TO INSTALL AND OPERATE FIXED AUTOMATED LICENSE PLATE RECOGNITION (“ALPR”) CAMERAS ON STATE RIGHT-OF-WAY** - City Attorney Litchford read on caption. Chief Uselton stated this resolution is for permission for the City to install the cameras and power to the cameras. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3506. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3507 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE AN EXTENSION OF AN EMPLOYMENT AGREEMENT FOR J. SCOTT MILLER WITH REGARD TO THE POSITION OF CITY MANAGER** - City Attorney Litchford read on caption. City Manager Miller stated he has enjoyed the past year at the City and the work is challenging and rewarding. He would like to continue for another year. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3507. Mayor Williams stated the contract calls for a 4% cost of living increase, the same as all other employees received. There will also be a slight increase in the cost of Mr. Miller’s insurance. The vote was unanimous. Motion approved. Mr. Miller thanked the Mayor and Council and stated he is looking forward to

working with them and with staff. Mayor Williams stated he appreciates Mr. Miller stepping in as City Manager when he did and then transitioning to fulltime City Manager.

### **Discussion of Tentative Agenda Items for the February 8, 2024 Council Meeting**

- **Old Business:**

- **ORDINANCE NO. 1201 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 12 SHERIDAN ROAD, TAX MAP #156E-A-005 FROM R-1 RESIDENTIAL DISTRICT TO R-3 RESIDENTIAL APARTMENT DISTRICT (2<sup>nd</sup> and final reading) – No discussion.**
- **ORDINANCE NUMBER 1202 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO ESTABLISH AN UPDATED OCCUPATIONAL SAFETY AND HEALTH PROGRAM PLAN, DEVISE RULES AND REGULATIONS, AND TO PROVIDE FOR A SAFETY DIRECTOR AND THE IMPLEMENTATION OF SUCH PROGRAM PLAN (2<sup>nd</sup> and final reading) – No discussion.**
- **ORDINANCE NO. 1203 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL 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 discussion.**

- **New Business:**

- **RESOLUTION NO. \_\_\_\_ - Approval of Interlocal Agreement for City’s Participation in the Small Cities Coalition –** Mr. Miller stated the coalition consists of the cities of East Ridge, Collegedale, Lakesite, Red Bank, Soddy Daisy, and Lookout Mountain. The coalition was formed in 2015 for the purpose of working on legislative issues. We were hoping to add Signal Mountain, but they are without a City Manager at this time. The contract was done in 2015 and needs updating. We pay approximately \$30,000 per year which helps pay for the Communication Strategist for the Coalition, Bridgett Raper.
- **RESOLUTION NO. \_\_\_\_ - Approval of Professional Services Agreement Between the City and TWM, Inc. for Traffic Engineering Services –** Mr. Miller stated this is for the services of Steve Meyer. Mr. Meyer has worked on many projects in East Ridge including the signalization for the reconfiguration project at I-75 and Ringgold Road, the signalization process from I-75 west to the tunnels and will do the N. Smith Road widening project signalization. He would like to have a professional services agreement with TWM, Inc. on a negotiated task order basis. Anything over \$10,000 would still come before the Council.

Being no further business, the meeting was adjourned.