

BOARD OF COMMISSIONERS' MEETING

Minutes
April 4, 2017
7:00 p.m.

- I. **Call to Order** – Vice Mayor Pierce called the meeting to order at 7:05 p.m.
- II. **Roll Call** – City Manager Smith called the roll. Vice Mayor Pierce, Commissioners LeCompte, and Rose were present. Mayor Roberts and Commissioner Pope were absent. Also present was City Attorney Arnold Stulce Jr., Fire Chief Mark Mathews, Police Chief Tim Christol, Public Works Director Tim Thornbury, Finance Director John Alexander, City Recorder Ruth Rohen and those listed on Exhibit “A”.
- III. **Invocation** – Vice Mayor Pierce gave the Invocation.
- IV. **Pledge of Allegiance** – Fire Chief Mark Mathews led the Pledge of Allegiance.
- V. **Consideration of the Minutes for approval or correction:**
 - A. **March 21, 2017 Agenda Work Session**
 - B. **March 21, 2017 Commission Meeting**Commissioner Rose made a motion to approve the minutes as printed, second by Commissioner LeCompte. The minutes of the meetings were approved with all Commissioners voting “yes”.
- VI. **Communication from the Mayor**
 - Absent
- VII. **Commissioners Report**
 - **Vice-Mayor Eddie Pierce**
 - Welcomed everyone.
 - Invited everyone to attend a community Sunrise Easter Service on Easter Sunday, April 16th at 7:30 a.m. at the Red Bank Pavilion. He explained that several churches in Red Bank are sponsoring the event.
 - **Commissioner Ed LeCompte**
 - Welcomed everyone.
 - Enjoyed attending the Autism Awareness event this past Saturday.
 - **Commissioner Terry Pope**
 - Absent
 - **Commissioner Carol Rose**
 - Advised that her appointee to the Red Bank School Exploratory Committee has resigned and that she has appointed Mike Congdon as her replacement.
- VIII. **City Manager Report**
 - Advised that the area is expecting severe weather and advised everyone to check on their neighbors.
- X. **Unfinished Business** –
 - A. **ORDINANCE NO. 17-1084 – AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, TO ALLOW AND REGULATE THE SALE OF BEER, FOR ON PREMISES CONSUMPTION, IN RESTAURANTS HOLDING A RED BANK RESTAURANT BEER LICENSE AND BUSINESSES HOLDING A CRAFT BREWER’S LICENSE IN THE CONTEXT OF OUTDOOR DINING/SEATING AREAS AND TO PROHIBIT OUTDOOR CONSUMPTION IN OTHER CONTEXTS (SECOND AND FINAL READING)**

Vice Mayor Pierce advised that this ordinance will allow restaurants interested in providing outdoor dining areas to serve beer in these outdoor dining areas, if they have an on premise beer permit. He advised that this ordinance pertains to businesses holding a Craft Brewer’s Sampling License also. Commissioner LeCompte made a motion to approve the ordinance, second by Commissioner Rose. There were no citizen comments. **Roll Call Vote: Mayor Roberts “absent”, Vice Mayor Pierce “yes”, Commissioner LeCompte “yes”, Commissioner Pope “absent”, Commissioner Rose “yes”.** Ordinance No. 17-1084 was approved on second and final reading with all Commissioners present voting “yes”.
 - B. **ORDINANCE NO. 17-1086 – AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, AMENDING THE ZONING MAP TO REZONE PROPERTY AT 4704 DAYTON BOULEVARD FROM C-1 COMMERCIAL ZONE TO L-1 LIGHT MANUFACTURING ZONE, SUBJECT TO CONDITIONS (SECOND AND FINAL READING)**

Vice Mayor Pierce advised that the owner of the property located at 4704 Dayton Blvd. has requested that his property be rezoned from C-1 Commercial to L-1 Light Manufacturing for

the sole and limited purpose of a cabinet making, millworks, carpentry shop. He advised that there was a Public Hearing on this matter during the March 21st Commission Meeting. Commissioner Rose made a motion to approve the ordinance, second by Commissioner LeCompte. There were no citizen comments. **Roll Call Vote: Mayor Roberts “absent”, Vice Mayor Pierce “yes”, Commissioner LeCompte “yes”, Commissioner Pope “absent”, Commissioner Rose “yes”.** Ordinance No. 17-1086 was approved on second and final reading with all Commissioners present voting “yes”.

C. ORDINANCE NO. 17-1087 – AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, TO AMEND ORDINANCE NO. 15-1043, CODIFIED AT RED BANK CITY CODE TITLE 15, CHAPTER 15, SECTION 15-108, SECTION 109(4) AND SECTION 15-117 IN ORDER TO FURTHER DEFINE MOBILE FOOD SERVICE VEHICLE ZONES (SECOND AND FINAL READING)

City Manager Smith explained that this ordinance standardizes the hours of operation and specifies further the limited designated zones where mobile food trucks can be located. Commissioner LeCompte made a motion to approve the ordinance, second by Commissioner Rose. There were no citizen comments. **Roll Call Vote: Mayor Roberts “absent”, Vice Mayor Pierce “yes”, Commissioner LeCompte “yes”, Commissioner Pope “absent”, Commissioner Rose “yes”.** Ordinance No. 17-1087 was approved on second and final reading with all Commissioners present voting “yes”.

XI. New Business –

A. RESOLUTION NO. 17-1156 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, ADOPTING A PUBLIC RECORDS POLICY

City Manager Smith explained that the State of Tennessee requires all governmental entities subject to the Tennessee Public Records Act to adopt a written public records policy by July 1, 2017. City Attorney Stulce advised that the policy regulates fees that governments can charge for copying, among other regulations. Commissioner Rose made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 17-1156 was approved with all Commissioners present voting “yes”.

B. RESOLUTION NO. 17-1157 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, AUTHORIZING THE PERFORMANCE OF AN ANNUAL AUDIT BY OUTSIDE INDEPENDENT AUDITORS

City Manager Smith advised that state law requires all municipalities to obtain an annual audit by outside independent auditors. He advised that the accounting firm of Johnson, Murphy and Wright has performed the city’s audit for the past several years and is recommending the same firm to perform the audit this year. Commissioner LeCompte made a motion to approve the resolution, including authorizing the City Manager to sign the agreement upon approval by the City Attorney, second by Commissioner Rose. There were no citizen comments. Resolution No. 17-1157 was approved with all Commissioners present voting “yes”.

C. RESOLUTION NO. 17-1158 – A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF RED BANK AND SOUTHEAST TENNESSEE DEVELOPMENT DISTRICT FOR PROVIDING PLANNING ADVISORY SERVICES

City Manager Smith advised that this resolution will approve an agreement with Southeast Tennessee Development District for planning services. He explained that this is a two year agreement, but that the City can cancel at any time with a 90 day notice. Mr. Smith also advised that the amount for planning services is \$12,500.00 per year. Commissioner Rose made a motion to approve the resolution, including authorizing the City Manager to sign the agreement upon approval by the City Attorney, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 17-1158 was approved with all Commissioners present voting “yes”.

D. RESOLUTION NO. 17-1159 – A RESOLUTION AUTHORIZING AN AGREEMENT WITH RAM JACK FOUNDATION REPAIR IN AN AMOUNT NOT TO EXCEED \$23,058.20 FOR FOUNDATION REPAIRS AT FIRE HALL #2

City Manager Smith advised that Fire Hall #2 has some cracking and settling in the foundation and one of the walls. He explained that the City received pricing from three separate foundation specialist and that Ram Jack Foundation Specialist had the best proposal for the city’s needs. He explained that Ram Jack proposed an amount of \$20,962.00 but that the City feels that a 10% contingency should be added to that amount because of the uncertainty of the extent of damage. City Attorney Stulce suggested amending the resolution title and verbiage to include the words “not to exceed \$23,058.20”. Commissioner LeCompte made a motion to approve the resolution as amended, including authorizing the City Manager to sign the agreement upon approval by the City Attorney. Motion was seconded by Commissioner Rose. There were no citizen comments. Resolution No. 17-1159 was approved with all Commissioners present voting “yes”.

E. RESOLUTION NO. 17-1160 – A RESOLUTION APPROVING AN AGREEMENT WITH D & G ROOFING SPECIALISTS, LLC IN THE AMOUNT OF \$12,420.00 TO REPLACE THE ROOF OF THE CITY HALL ANNEX

City Manager Smith advised that the roof of the City Hall annex has been leaking and is in need of replacement. He explained that the City received several proposals for replacement and that the best proposal is from D & G Roofing Specialists in the amount of \$12,420.00. Commissioner Rose made a motion to approve the resolution, including authorizing the City Manager to sign the agreement upon approval by the City Attorney, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 17-1160 was approved with all Commissioners present voting "yes".

F. ORDINANCE NO. 17-1088 – AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE TO AMEND THE FY 2017 OPERATING BUDGET, BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017, IN ORDER TO APPROPRIATE UNBUDGETED EMERGENCY EXPENDITURES (FIRST READING)

City Manager Smith advised that this ordinance will amend the budget to appropriate funding for emergency repairs to a drain pipe at the swimming pool and also to replace the restrooms that burned at White Oak Park. He advised that these projects were previously approved. Commissioner LeCompte made a motion to approve the ordinance, second by Commissioner Rose. There were no citizen comments. **Roll Call Vote: Mayor Roberts "absent", Vice Mayor Pierce "yes", Commissioner LeCompte "yes", Commissioner Pope "absent", Commissioner Rose "yes".** Ordinance No. 17-1088 was approved on first reading with all Commissioners present voting "yes".

G. RESOLUTION NO. 17-1161 – A RESOLUTION AUTHORIZING THE CITY OF RED BANK TO APPLY FOR A THREE YEAR VICTIM SERVICE COORDINATOR GRANT

Chief Christol advised that this grant will provide the City with resources to hire a Victim Service Coordinator to assist the Police Department and surrounding agencies with advocacy services for victims of crimes. City Manager Smith advised that the amount of funding is \$65,000 per year for a period of three years with a match of \$16,250 each year, but that this match could be "in-kind" such as phone, office space, supervision, etc. Commissioner Rose made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 17-1161 was approved with all Commissioners present voting "yes".

XII. Citizen Comments –

- **Jeff Reardon, 508 Marlow Dr.**, Thanked the Commission for approving the rezoning of his property at 4704 Dayton Blvd.

XIII. Adjournment

The meeting was adjourned at 7:32 p.m.

MAYOR

City Recorder