

City of Red Bank

Ruth Jenó
Acting Mayor

Tim Thornbury
City Manager

BOARD OF COMMISSIONERS' MEETING

Agenda
August 4 2020
6:00 p.m.

- I. Call to Order –Mayor Ruth Jenó**
- II. Roll Call – City Manager**
Acting Mayor Jenó _____, Commissioner Howell _____ Commissioner LeCompte _____,
Commissioner Rose _____
- III. Invocation –**
- IV. Pledge of Allegiance –**
- V. Consideration of the Minutes for approval or correction:**
 - A. July 21, 2020 Agenda Work Session**
 - B. July 21, 2020 Commission Meeting**
- VI. Communication from Mayor Ruth Jenó**
- VII. Commissioner's Report**
 - A. Commissioner Tyler Howell**
 - B. Commissioner Ed LeCompte**
 - C. Commissioner Carol Rose**
- VIII. City Manager's Report**
- IX. Unfinished Business –**
None
- X. New Business**
 - A. RESOLUTION NO. 20-1360 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING CONTRACTS BETWEEN THE CITY OF RED BANK, TENNESSEE AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION, WITH RESPECT TO TRANSPORTATION IMPROVEMENT PROJECTS FOR THE CITY OF RED BANK**
 - B. RESOLUTION NO. 20-1361 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO BLUE CROSS BLUE SHIELD OF TENNESSEE FOUNDATION FOR PARTICIPATION IN THE BLUE CROSS HEALTHY PLACE PROGRAM**
 - C. RESOLUTION NO. 20-1362 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR PARTICIPATION IN THE 2020 – 2021 MULTIMODAL ACCESS GRANT PROGRAM**
 - D. RESOLUTION NO. 20-1363 – RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, AUTHORIZING A PERFORMANCE BONUS TO CITY MANAGER TIM THORNBURY**
- XI. Citizen Comments from Red Bank Citizens about items not on the Agenda (3 minute limit)**
- XII. Adjournment**

City of Red Bank
COMMISSIONERS AGENDA WORK SESSION
RED BANK CITY HALL

Minutes
July 21, 2020
5:00 p.m.

The Board of Commissioners met in a public and advertised Agenda Work Session on July 21, 2020 at 5:00 p.m. The date, time and location of the meeting was advertised in a paper of local circulation and on the City of Red Bank web-site. The purpose of the meeting was to receive information on upcoming business items. Those in attendance were Acting Mayor Ruth Jenó, Commissioner Tyler Howell, Commissioner Ed LeCompte and Commissioner Carol Rose. Also present were City Manager Tim Thornbury, Police Chief Dan Seymour, City Recorder Ruth Rohen and those listed on Exhibit A.

1. City Manager Thornbury advised that there is a resolution on the agenda tonight to approve the purchase of a 14 foot flatbed dump truck from Lee Smith Incorporated in the amount of \$94,394.00. He explained that this is for the purchase of the chassis only and that the city will continue to use the box that is currently used. He advised that the equipment will be purchased using solid waste funds and that this is a budgeted item and will be a cash purchase without the need for financing.
2. City Manager Thornbury advised that there is a resolution on the agenda tonight to approve the purchase of a 16 foot flatbed dump truck from Lee Smith Incorporated in the amount of \$94,193.00. He explained that this is for the purchase of the chassis only and that the city will continue to use the box that is currently used. He advised that the equipment will be purchased using solid waste funds and that this is a budgeted item and will be a cash purchase without the need for financing.
3. City Manager Thornbury advised that there is a resolution on the agenda tonight to approve the purchase of a side load refuse collection truck from Lee Smith Incorporated in the amount of \$206,936.00. He advised that the equipment will be purchased using solid waste funds and that this is a budgeted item and will be a cash purchase without the need for financing.
4. City Manager Thornbury advised that there is a resolution on the agenda tonight to approve the purchase of a 2020 Ford Interceptor SUV for the Police Department. He advised that, if approved, the vehicle will be purchased from Lonnie Cobb Ford under the State of Tennessee contract for the purchase price of \$34,892.00. He advised that the drug fund will be used to purchase the vehicle.
5. City Manager Thornbury advised that there is a resolution on the agenda tonight to approve the purchase of 12 portable radios for the Police Department. He advised that, if approved, the radios will be purchased from Motorola Solutions under the State of Tennessee contract for the purchase price of \$47,655.00, which includes a \$4,800.00 trade in value for 12 outdated mobile radios that will be traded towards the purchase price. He advised that the drug fund will be used to purchase the portable radios.
6. City Manager Thornbury advised that there is a resolution on the agenda tonight to approve an agreement with ProShot Concrete Inc. for repairs and relining of a culvert on Cloudview Lane. He advised that while reviewing the proposal from ProShot Concrete this morning, he found that it did not meet the minimum bid specifications. He advised that there were only two bidders for this project and that the other bidder, Chase Reline Inc. did meet the specifications. He explained that tonight's agenda has been amended to add a resolution to approve an agreement with Chase Reline Inc.
7. City Manager Thornbury gave an update on several projects that are ongoing in the city, including gas line installation on Morrison Springs Road and in the 1800 block of Dayton Boulevard, paving status updates and Transportation Grant project updates.

8. City Manager Thornbury advised that he will be meeting with Ashley Gates, the city's planner from the Southeast Tennessee Development District, to discuss various issues related to amendments to the zoning ordinance. He advised that any amendments to the zoning ordinance will be referred to the Planning Commission for review and recommendation to the City Commission.
9. City Manager Thornbury advised that he and Commissioner Howell have a meeting scheduled with WWTA to discuss the current sewer moratorium.
10. City Manager Thornbury advised that there could be further funding from the State of Tennessee to help offset costs associated with the COVID 19 pandemic. He explained that he is checking into the matter and will report back at a future date.

The meeting was adjourned at 5:37 p.m.

Mayor

Date

City Recorder

Date

BOARD OF COMMISSIONERS' MEETING

Minutes
July 21, 2020
6:00 p.m.

- I. **Call to Order** – Acting Mayor Jenó called the meeting to order at 6:00 p.m. The date, time and location of the meeting had been duly advertised in a paper of local circulation and on the City of Red Bank website.
- II. **Roll Call** – City Manager Thornbury called the roll. Those present were Acting Mayor Ruth Jenó, Commissioner Tyler Howell, Commissioner Ed LeCompte and Commissioner Carol Rose. Also present were City Manager Tim Thornbury, Police Chief Dan Seymour, City Recorder Ruth Rohen and those listed on Exhibit A.
- III. **Invocation** – Commissioner Howell gave the Invocation.
- IV. **Pledge of Allegiance** – Police Chief Dan Seymour led the Pledge of Allegiance.
- V. **Consideration of the Minutes for approval or correction:**
 - A. **July 7, 2020 Commission Meeting**
 - B. **July 7, 2020 Agenda Work Session**Commissioner Rose made a motion to approve both sets of minutes as printed, second by Commissioner LeCompte. The minutes were approved with all Commissioners voting “yes”.
- VI. **Communication from Mayor Jenó**
 - Welcomed everyone, special recognition to Red Bank Commission candidates Billy Cannon, Rick Causer, Mitchell Meeks and Pete Phillips, who were all in attendance.
 - Due to the ongoing Pandemic the Seniors on the Go are not meeting at this time.
 - Organizers of the annual Armed Forces Parade contacted her about the possibility of having the parade in Red Bank this year.
- VII. **Commissioners Report**

Commissioner Tyler Howell

 - Welcomed everyone.
 - New fitness gym has opened in the south end of Red Bank and Jack’s restaurant has started clearing property for their restaurant at Ashland Terrace and Dayton Boulevard. Thanked the City Manager and city staff for working with new businesses.
 - New gas lines is being installed on Morrison Springs Road, paving projects will get underway soon.

Commissioner Ed LeCompte

 - Welcomed everyone.
 - Thanked the City Manager for working with the contractors on the stream bank repair at Fair Street and Dayton Boulevard, the repairs look great.
 - Thanked all city staff for their continued hard work.

Commissioner Carol Rose

 - Welcomed all.
 - Concurred with other Commissioners comments.
- VIII. **City Manager’s Report**
 - Welcomed everyone.
 - Red Bank Baptist Church will be handing out free produce on July 30th between 12:00 p.m. and 2:00 p.m.

IX. Unfinished Business –

A. ORDINANCE NO. 20-1174 – AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, AMENDING THE ZONING MAP TO REZONE PROPERTY LOCATED AT 5005 DAYTON BOULEVARD, HAMILTON COUNTY TAX MAP PARCEL 0990 B 001.01 FROM R1-A RESIDENTIAL TO R-3 RESIDENTIAL, SUBJECT TO CONDITIONS (SECOND AND FINAL READING)

City Manager Thornbury advised that there was a Public Hearing on this item during the July 7th Commission Meeting. He noted that the Planning Commission reviewed this request and recommended approval of the rezoning. Commissioner LeCompte made a motion to approve the ordinance, second by Commissioner Howell. There were no citizen comments. **Roll Call Vote: Acting Mayor Jenó “yes”, Commissioner Howell “yes”, Commissioner LeCompte “yes”, Commissioner Rose “yes”.** Ordinance No. 20-1174 was approved on second and final reading with all Commissioners voting “yes”.

B. ORDINANCE NO. 20-1175 – AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, AMENDING ORDINANCE NO. 02-853, SECTION 5(C), THE STORM WATER UTILITY SERVICE CHARGE (SECOND AND FINAL READING)

City Manager Thornbury advised that pursuant to storm water program Federal mandates, the city established a storm water program in 2002. He explained that an annual fee of \$36.00 per equivalent residential household was assessed at that time to offset expenses related to the program. Mr. Thornbury explained that the fee has not been increased in the past 18 years, but that expenses have increased and that the general fund has had to cover more and more costs associated with storm water related issues. He advised that this ordinance will increase the annual storm water utility fee from \$36.00 to \$40.00 per equivalent residential unit. The Commission had reviewed the necessity of doing so in previous work sessions. Commissioner Rose made a motion to approve the ordinance, second by Commissioner LeCompte. There were no citizen comments. **Roll Call Vote: Acting Mayor Jenó “yes”, Commissioner Howell “yes”, Commissioner LeCompte “yes”, Commissioner Rose “yes”.** Ordinance No. 20-1175 was approved on second and final reading with all Commissioners voting “yes”.

X. New Business –

A. RESOLUTION NO. 20-1353 – A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND PROSHOT CONCRETE INCORPORATED, IN AN AMOUNT NOT TO EXCEED \$29,749.50, FOR THE REPAIR OF A DRAINAGE CULVERT ON CLOUDVIEW LANE

City Manager Thornbury advised that the culvert at Cloudview Lane and McCahill Road is in need of repair. He advised that the project was bid out and the lowest bid received was from Proshot Concrete Inc. in the amount of \$29,749.50. Mr. Thornbury advised that after re-evaluating the proposal from Proshot Concrete Inc., he discovered that the proposal did not meet the minimum specifications. He advised that Item Number G under new business on the Agenda tonight is a resolution to approve an agreement with the other bidder, which does meet the minimum specifications. Commissioner Howell, noting that the proposal did not meet minimum specifications, made a motion to deny the resolution, second by Commissioner Rose. There were no citizen comments. Motion to deny Resolution No. 20-1353 was approved with all Commissioners voting “yes”.

B. RESOLUTION NO. 20-1354 – A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2020 FORD INTERCEPTOR UTILITY ALL WHEEL DRIVE, FROM LONNIE COBB FORD, IN THE AMOUNT OF \$34,892.00

City Manager Thornbury explained that this resolution is to approve the purchase of a 2020 Ford Interceptor for the Police Department under the State of Tennessee contract. He advised that after checking pricing with various vendors, the State contract price with Lonnie Cobb Ford, of \$34,892.00 was the best price received. He explained that the purchase of the vehicle is budgeted and will be purchased from the Drug Fund without the need of financing. Commissioner LeCompte made a motion to approve the resolution, second by Commissioner Rose. There were no citizen comments. Resolution No. 20-1354 was approved with all Commissioners voting “yes”.

C. RESOLUTION NO. 20-1355 – A RESOLUTION AUTHORIZING THE PURCHASE OF TWELVE PORTABLE RADIOS FROM MOTOROLA SOLUTIONS, IN THE AMOUNT OF \$47,655.00, AND

DECLARING AS SURPLUS TWELVE CURRENTLY OWNED PORTABLE RADIOS AND AUTHORIZING THE TRADE THEREOF TO USE TOWARDS THE PURCHASE

City Manager Thornbury explained that this resolution is to approve the purchase of twelve portable radios for the Police Department under the State of Tennessee contract. He explained that the resolution will also declare twelve outdated portable radios currently owned by the city as surplus and authorize them to be traded towards the purchase of the new radios, for a credit of \$4,800.00. He advised that after checking pricing with various vendors, the State contract price with Motorola Solutions was the best price received. He explained that the purchase of the portable radios is budgeted and will be purchased using the Drug Fund without the need of financing. Commissioner Howell made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 20-1355 was approved with all Commissioners voting "yes".

D. RESOLUTION NO. 20-1356 – A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2021 INTERNATIONAL 14 FOOT FLAT BED DUMP TRUCK FORM LEE SMITH INCORPORATED, IN THE AMOUNT OF \$94,349.00 FOR THE SOLID WASTE DEPARTMENT

City Manager Thornbury advised that the city advertised for sealed bids for the purchase of a 2021 14 foot flatbed dump truck. He advised that seven bids were received, with the lowest bid that met the minimum specifications being from Lee Smith Incorporated in the amount of \$94,394.00. He explained that this is for the purchase of the chassis only and that the city will continue to use the box that is currently used. He also advised that this equipment is budgeted in the FY 2021 budget and will be purchased using the Solid Waste Fund without the need for financing. Commissioner Rose made a motion to approve the resolution, second by Commissioner LeCompte. There were not citizen comments. Resolution No. 20-1356 was approved with all Commissioners voting "yes".

E. RESOLUTION NO. 20-1357 – A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2021 INTERNATIONAL 16 FOOT FLAT BED DUMP TRUCK FORM LEE SMITH INCORPORATED, IN THE AMOUNT OF \$94,193.00 FOR THE SOLID WASTE DEPARTMENT

City Manager Thornbury advised that the city advertised for sealed bids for the purchase of a 2021 16 foot flatbed dump truck. He advised that five bids were received, with the lowest bid that met the minimum specifications being from Lee Smith Incorporated in the amount of \$94,193.00. He explained that this is for the purchase of the chassis only and that the city will continue to use the box that is currently used. He also advised that this equipment is budgeted in the FY 2021 budget and will be purchased using the Solid Waste Fund without the need for financing. Commissioner Howell made a motion to approve the resolution, second by Commissioner Rose. There were not citizen comments. Resolution No. 20-1357 was approved with all Commissioners voting "yes".

F. RESOLUTION NO. 20-1358 – A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2021 INTERNATIONAL AUTOMATED SIDE LOAD REFUSE COLLECTION TRUCK FORM LEE SMITH INCORPORATED, IN THE AMOUNT OF \$206,936.00.00 FOR THE SOLID WASTE DEPARTMENT

City Manager Thornbury advised that the city advertised for sealed bids for the purchase of a 2021 side load automated refuse collection truck. He advised that four bids were received, with the lowest bid that met the minimum specifications being from Lee Smith Incorporated in the amount of \$206,936.00. He advised that this equipment is budgeted in the FY 2021 budget and will be purchased using the Solid Waste Fund without the need for financing. Commissioner LeCompte made a motion to approve the resolution, second by Commissioner Rose. There were no citizen comments. Resolution No. 20-1358 was approved with all Commissioners voting "yes".

G. RESOLUTION NO. 20-1359 – A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND CHASE RELINE, INC., IN AN AMOUNT NOT TO EXCEED \$38,225.00 FOR THE REPAIR AND RELINING OF A DRAINAGE CULVERT ON CLOUDVIEW LANE

City Manager Thornbury advised that, as explained above in Resolution No. 20-1353, a culvert on Cloudview Lane is in need of repair, the low bidder for these repairs did not meet minimum specifications. He advised that Chase Reline Inc. does meet the minimum specifications and that the cost of the agreement is \$38,255.00, which includes a 10% contingency. Commissioner Rose made a motion to approve the resolution, second by Commissioner Howell. Resolution No. 20-1359 was approved with all Commissioners voting "yes".

XI. Citizen Comments – None

XII. Adjournment

The meeting was adjourned at 6:16 p.m.

Mayor _____ Date

City Recorder Ruth Rohen Date

RESOLUTION NO. 20-1360

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING CONTRACTS BETWEEN THE CITY OF RED BANK, TENNESSEE AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION WITH RESPECT TO TRANSPORTATION IMPROVEMENT PROJECTS FOR THE CITY OF RED BANK

WHEREAS, the City of Red Bank has been awarded grant funding from the Tennessee Department of Transportation for Transportation Improvement Projects; and

WHEREAS, the planned Transportation Improvement Projects consist of (1) Red Bank ADA Citywide Upgrades, (2) Lullwater Road Bridge Replacement, and (3) Dayton Boulevard Resurfacing from Browntown Road to Gadd Road.

WHEREAS, cost of the improvement projects total \$1,261,000.00, which 80% will be funded by grant monies from the Tennessee Department of Transportation and 20% funded by the City of Red Bank; and

NOW, THEREFORE BE IT RESOLVED by the Commission of the City of Red Bank that the Mayor is authorized to execute for and on behalf of the City of Red Bank the contracts for Transportation Improvement Projects with the State of Tennessee Department of Transportation, which total \$1,261,000.00.

Resolved this 4th day of August in the year of 2020.

Mayor

City Recorder

RESOLUTION NO. 20-1361

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO BLUE CROSS BLUE SHIELD OF TENNESSEE FOUNDATION FOR PARTICIPATION IN THE BLUE CROSS HEALTHY PLACE PROGRAM

WHEREAS, to celebrate its 75th anniversary, Blue Cross Blue Shield of Tennessee Foundation will be constructing ten (10) Blue Cross Healthy Places throughout the state of Tennessee; and

WHEREAS, Blue Cross Blue Shield of Tennessee Foundation will invest up to \$750,000 in each Blue Cross Healthy Place project, requiring no local matching funds; and

WHEREAS, the City of Red Bank desires to submit an application to Blue Cross and Blue Shield of Tennessee Foundation to be considered for the Blue Cross Healthy Place Program; and

NOW, THEREFORE BE IT RESOLVED by the City Commission of the City of Red Bank that the City Manager is authorized to submit an application on behalf of the City of Red Bank to Blue Cross Blue Shield of Tennessee Foundation for participation in their Blue Cross Healthy Place Program.

Resolved this 4th day of August in the year of 2020

Mayor

City Recorder

RESOLUTION NO. 20-1362

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR PARTICIPATION IN THE 2020 – 2021 MULTIMODAL ACCESS GRANT PROGRAM

WHEREAS, the Tennessee Department of Transportation has set aside funds to create the Multimodal Access Grant in order to support the transportation needs of pedestrian, bicyclist, and transit-users through infrastructure improvements along state routes and transit hubs; and

WHEREAS, the City of Red Bank feels that this is a very important program that the citizens of Red Bank would benefit greatly from; and

WHEREAS, if awarded, grant funding will be utilized to install sidewalks on Dayton Boulevard from Signal Mountain Road to Stringer’s Ridge Tunnel and installation of a traffic signal at Dayton Boulevard and Ashmore Avenue; and

WHEREAS, if awarded, the City of Red Bank will be responsible for providing a local match of 5%, with the Tennessee Department of Transportation providing 95%, up to a maximum amount of \$950,000.

NOW, THEREFORE BE IT RESOLVED by the City Commission of the City of Red Bank that the City Manager is authorized to submit an application on behalf of the City of Red Bank to the Tennessee Department of Transportation for participation in 2020–2021 Multimodal Access Grant Program.

Resolved this 4th day of August in the year of 2020

Mayor

City Recorder

RESOLUTION NO. 20-1363

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, AUTHORIZING A PERFORMANCE BONUS TO CITY MANAGER TIM THORNBURY

WHEREAS, on August 7, 2018, the City Commission appointed Tim Thornbury to serve as the Interim City Manager for the City of Red Bank, Tennessee; and

WHEREAS, on November 6, 2018, the City Commission appointed Tim Thornbury to the position of City Manager for the City of Red Bank, Tennessee; and

WHEREAS, since this appointment, Tim Thornbury has continued and still continues to perform the duties of Public Works Director and continues to serve in the capacity of Building Official for the City of Red Bank, as well as performing his regular duties as City Manager; and

WHEREAS, City Manager Tim Thornbury has performed these additional duties without the benefit of additional compensation and by doing so has saved the City of Red Bank several thousand dollars in personnel costs: and

WHEREAS, the City Commission feels that City Manager Tim Thornbury has been dedicated and faithful in the performance of all of the duties that he has been tasked with and feels that it is proper and prudent to compensate City Manager Tim Thornbury in the form of a performance bonus.

NOW, THEREFORE BE IT RESOLVED, on this occasion, the City Commission, in grateful appreciation for faithful and dedicated service, authorizes and directs a performance bonus be immediately paid to City Manager Tim Thornbury in recognition of his hard work while diligently performing the additional duties of Public Works Director and Building Official for the past two years and as he continues to perform all other duties as City Manager.

Resolved this the 4th day of August, 2020

Mayor

ATTEST:

City Recorder Ruth Rohen