

City of Red Bank

Eddie Pierce
Mayor

Tim Thornbury
City Manager

BOARD OF COMMISSIONERS' MEETING

Agenda
August 6, 2019
6:00 p.m.

- I. Call to Order – Mayor Eddie Pierce**
- II. Roll Call – City Manager**

Mayor Pierce ____, Commissioner Jenó ____, Commissioner LeCompte ____,
Commissioner Rose ____
- III. Invocation –**
- IV. Pledge of Allegiance –**
- V. Consideration of the Minutes for approval or correction:**
 - A. July 16, 2019 Agenda Work Session**
 - B. July 16, 2019 Commission Meeting**
- VI. Communication from the Mayor**
- VII. Commissioner's Report**
 - A. Commissioner Ruth Jenó**
 - B. Commissioner Ed LeCompte**
 - C. Commissioner Carol Rose**
- VIII. City Manager Report**
- IX. Unfinished Business - None**
- X. New Business**
 - A. RESOLUTION NO. 19-1306 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, ADOPTING BANK FORM RESOLUTIONS AND AUTHORIZING SIGNORS FOR BANK SIGNATURE CARDS**
 - B. RESOLUTION NO. 19-1307 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, ADOPTING BANK FORM RESOLUTIONS AND AUTHORIZING SIGNORS FOR BANK SIGNATURE CARDS FOR THE CONFIDENTIAL DRUG FUND BANK ACCOUNT**
 - C. RESOLUTION NO. 19-1308 – A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO SIGN A STATE AND LOCAL HIDTA TASK FORCE AGREEMENT BETWEEN THE CITY OF RED BANK AND THE UNITED STATES DEPARTMENT OF JUSTICE DRUG ENFORCEMENT ADMINISTRATION SOUTH TENNESSEE TASK FORCE.**
- XI. Citizen Comments from Red Bank Citizens about Red Bank business (3 minute limit)**
- XII. Adjournment**

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

Minutes
July 16, 2019
5:00 p.m.

The Board of Commissioners met in a public and advertised Agenda Work Session on July 16, 2019 at 5:00 p.m. The purpose of the meeting was to receive information on upcoming business items. Those in attendance were Mayor Eddie Pierce, Commissioner Ruth Jenó and Commissioner Ed LeCompte, Commissioner Carol Rose was absent. Also present were City Manager Tim Thornbury, Police Chief Dan Seymour, Fire Chief Mark Mathews, Finance Director John Alexander and City Recorder Ruth Rohen. There were no citizen attendees.

1. Mayor Pierce advised that there is a resolution on the agenda tonight to recognize and honor recently deceased Vice Mayor Terry Pope for his long and distinguished service to the City of Red Bank.
2. Mayor Pierce advised that there is a resolution on the agenda tonight to approve an agreement with Local Government Corporation for maintenance and support services for the city's financial software. He advised the cost of these services this year is \$21,366.00 and that this is a budgeted item.
3. Mayor Pierce advised that there is a resolution on the agenda tonight to approve an agreement with Hamilton County GIS for mapping and GIS services. He advised that the cost of these services is \$10,340.00 and that this is a budgeted item.
4. Mayor Pierce advised that there is a resolution on the agenda tonight to declare seized and forfeited property as surplus and authorize the sale of the vehicles.
5. Mayor Pierce advised that there is a resolution on the agenda tonight to apply for the TML Safety Partners matching grant. He advised that this is a 50/50 grant in the amount of \$2,000.00.
6. Mayor Pierce advised that there is a resolution on the agenda tonight to approve the City of Red Bank ADA Transition Plan, He advised that this is a 10 year plan to upgrade city owned facilities and pedestrian access areas. The plan commits the city to budget funds for and to complete the plan in an orderly fashion over the next 10 years.
7. Mayor Pierce advised that there is a resolution on the agenda tonight to approve an agreement with Impact Facility Solutions for building cleaning services the Police Department (old City Hall) and City Hall. He advised that the annual cost is \$13,200.00 and that this is a budgeted item.
8. Mayor Pierce advised that there is a resolution on the agenda tonight to approve the purchase and installation of a new fence at the James Avenue ball fields to replace substandard and damaged area of fencing. He advised that Quality Fence Company submitted the lowest quote, which is \$12,898.00 and that this is a budgeted item.
9. Mayor Pierce advised that there is a resolution on the agenda tonight to approve the purchase of four portable radios for the Fire Department. He advised that the radios are needed to replace old analog radios, which are obsolete and are nearing the end of their service life. He also explained that the radios will be purchased on the State of Tennessee bid contract at a cost of \$18,834.52.

10. Mayor Pierce asked the Commission to consider the process they would like to see for appointing someone to fill the seat left empty by the passing of Vice Mayor Terry Pope. More discussion at the August 6th workshop.
11. City Manager Thornbury gave an update on several ongoing projects, to include the CDBG Sewer Rehab Grant project, the Fair Street stream bank repair project, gas line installation on Morrison Springs by Chattanooga Gas.
12. City Manager Thornbury advised that the Commission recently approved an ordinance that allows the Police Department to acquire property from the Federal Government through a LESO Agreement. He advised that the property available on this program is on a first come first serve basis and that it has been difficult for the city to take advantage of the program because of the approval process required in the ordinance. He asked the Commission to consider amending the ordinance to allow the City Manager to approve acquisition of certain small items of equipment that does not include vehicles or firearms.

The meeting was adjourned at 5:32 p.m.

Mayor

City Recorder

BOARD OF COMMISSIONERS' MEETING

Minutes
July 16 2019
6:00 p.m.

- I. **Call to Order** – Mayor Pierce called the meeting to order at 6:00 p.m.
- II. **Roll Call** – City Manager Thornbury called the roll. Mayor Pierce, Commissioner Jenó and Commissioner LeCompte were present, Commissioner Rose was absent. Also present were City Attorney Arnold Stulce Jr., Fire Chief Mark Mathews, Police Chief Dan Seymour, Finance Director John Alexander, City Recorder Ruth Rohen and those listed on Exhibit A.
- III. **Invocation** – 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. **June 18, 2019 Agenda Work Session**
 - B. **June 18, 2019 Commission Meeting**Commissioner LeCompte made a motion to approve both sets of minutes as printed, second by Commissioner Jenó. Both sets of minutes were approved with all Commissioners voting “yes”.
- VI. **Communication from the Mayor**
 - Asked remembrance for the Chattanooga Fallen Five who lost their lives in a shooting at a recruiting facility in Chattanooga four years ago.
 - Read a letter from Mayor Andy Burke offering his condolences in the recent passing of Vice Mayor Terry Pope.
 - Saddened by the recent passing of Vice Mayor Pope, he was a valuable public servant and contributed greatly to the Board of Commissioners.
- VII. **Commissioners Report**
 - **Commissioner Ruth Jenó**
 - Welcomed all.
 - Offered condolences and asked for continued prayers for Patty and Daniel Pope in the recent passing of Vice Mayor Terry Pope.
 - **Commissioner Ed LeCompte**
 - Welcomed all
 - Offered condolences to Vice Mayor Pope’s family, he will be greatly missed,
 - **Commissioner Carol Rose**
 - Absent
- VIII. **City Manager Report** –

Advised that the Brentwood Drive bridge repair has been completed.
- IX. **Unfinished Business - None**
- X. **New Business**
 - A. **RESOLUTION NO. 19-1296 – RESOLUTION AND PROCLAMATION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, HONORING TERRY R.**

POPE FOR NUMEROUS YEARS OF DEDICATED SERVICE TO THE CITY OF RED BANK, TENNESSEE

Mayor Pierce read aloud the resolution proclamation detailing Vice Mayor Pope's numerous contributions to the City of Red Bank and its citizens. Commissioner Jenó made a motion to approve the resolution and proclamation, second by Commissioner LeCompte, There were no citizen comments. Resolution No. 19-1296 was approved with all Commissioners voting "yes".

B. RESOLUTION NO. 19-1297 – RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND LOCAL GOVERNMENT CORPORATION IN THE AMOUNT OF \$21,366.00 FOR ANNUAL SOFTWARE MAINTENANCE AND SUPPORT SERVICES

Mayor Pierce advised that this resolution will authorize an agreement with Local Government Corporation to provide software maintenance and support services for the city's financial accounting software. He explained that the city has been using this financial software for several years and wishes to continue using the software. He advised that the cost of these services is \$21,366.00 for FY 2020 and funds are budgeted to cover this expense. Mayor Pierce also advised that approval of this resolution will authorize the City Manager or Mayor to sign the agreement, upon approval by the City Attorney. Commissioner LeCompte made a motion to approve the resolution, including authorizing the City Manager or Mayor to sign the agreement, second by Mayor Pierce. There were no citizen comments. Resolution No. 19-1297 was approved with all Commissioners voting "yes".

C. RESOLUTION NO. 19-1298 – RESOLUTION APPROVING AN INTERLOCAL AGREEMENT BETWEEN HAMILTON COUNTY, TENNESSEE AND THE CITY OF RED BANK, TENNESSEE, RELATING TO GEOGRAPHIC INFORMATION SYSTEMS

Mayor Pierce advised that this resolution will approve an agreement with Hamilton County for access to the Hamilton County GIS and mapping services. He advised that the cost of these services is \$10,340.00 and that funds are budgeted in the FY 2020 budget. Commissioner Jenó made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 19-1298 was approved with all commissioners voting "yes".

D. RESOLUTION NO. 19-1299 – RESOLUTION DECLARING SEIZED, FOUND, UNCLAIMED PROPERTY AS SURPLUS AND AUTHORIZING THE SALE, TRADE, OR DESTRUCTION THEREOF

Mayor Pierce advised that this resolution will authorize the city to sell on Govdeals.com several seized vehicles that were forfeited and awarded to the city. He explained that the vehicles are listed on the attached Exhibit A of the resolution. Commissioner LeCompte made a motion to approve the resolution, second by Mayor Pierce. There were no citizen comments. Resolution No. 19-1299 was approved with all Commissioners voting "yes".

E. RESOLUTION NO. 19-1300 – RESOLUTION AUTHORIZING THE CITY OF RED BANK TO PARTICIPATE IN THE TML RISK MANAGEMENT POOL "SAFETY PARTNERS" LOSS CONTROL MATCHING GRANT PROGRAM

Mayor Pierce advised that this resolution will allow the city to apply for a safety grant that will be used to purchase safety supplies for city employees. He advised that this is a 50% matching grant in the amount of \$4,000.00. Mayor Pierce made a motion to approve the resolution, second by Commissioner Jenó. There were no citizen comments. Resolution No. 19-1300 was approved with all Commissioners voting "yes".

F. RESOLUTION NO. 19-1301 – RESOLUTION ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN ALONG WITH THE AMERICANS WITH DISABILITIES STANDARDS FOR ACCESSIBLE DESIGN (ADAAG) AND THE AMERICANS WITH DISABILITIES GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY (PROWAG)

Mayor Pierce advised that the city has been working on a plan to update city facilities and pedestrian accessibility within the city. He explained that this is a ten year plan and funds have been budgeted in this year's budget to complete the first year incremental portion of the plan. He

advised that this resolution will adopt the ADA Transition Plan, the ADA Standards for Accessible Design and the ADA Guidelines for Pedestrian facilities in the Public Right of Way. The plan commits the city to budget funds for, and to complete, the plan in an orderly fashion over the next 10 years. He also explained that this document will be posted on the city's website. Mayor Pierce made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 19-1301 was approved with all Commissioners voting "yes".

G. RESOLUTION NO. 19-1302 – RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN IMPACT FACILITY SOLUTIONS AND THE CITY OF RED BANK, TENNESSEE, FOR FACILITY CLEANING SERVICES AT RED BANK CITY HALL AND THE RED BANK POLICE DEPARTMENT, IN AN AMOUNT NOT TO EXCEED \$13,200.00

Mayor Pierce advised that the city solicited quotes for building cleaning of the Police Department and the new City Hall building. He advised that the lowest quote was submitted by Impact Facility Solutions in the amount of \$13,200.00 for FY 2020. He advised that funds are budgeted and available in the FY 2020 budget and approval of this resolution will authorize him or the City manager to sign the agreement, upon approval by the City Attorney. Commissioner Jenko made a motion to approve the resolution, including authorizing the Mayor or City Manager to sign the agreement, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 19-1302 was approved with all Commissioners voting "yes".

H. RESOLUTION NO. 19-1303 – RESOLUTION APPROVING THE QUOTE FROM QUALITY FENCE COMPANY FOR THE REPLACEMENT OF FENCING AT THE JAMES AVENUE BALLFIELDS, IN THE AMOUNT OF \$12,898.00

Mayor Pierce advised that the city solicited quotes for the replacement of a substandard and damaged area of fencing at the James Avenue softball field. He advised that the lowest quote was from Quality Fence Company Inc. in the amount of \$12,898.00. Mayor Pierce advised that there are funds budgeted in the FY 2020 budget to pay for replacement of the fence. Mayor Pierce made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 19-1303 was approved with all Commissioners voting "yes".

I. RESOLUTION NO. 19-1304 – RESOLUTION APPROVING THE PURCHASE OF FOUR PORTABLE RADIOS FOR USE BY THE FIRE DEPARTMENT, FROM MOTOROLA SOLUTIONS INC., IN THE AMOUNT OF \$18,834.52

Mayor Pierce advised that the radio system the city is a member of through an interagency agreement is in the process of switching to an all-digital system, as required by Federal regulations. He advised that this resolution will authorize the city to purchase four digital portable radios for the Fire Department from Motorola Solutions under the State of Tennessee contract. He explained that the Purchasing Regulations authorize the city to purchase under the State contract without the necessity of bidding the radios. Mayor Pierce made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution no. 19-1304 was approved with all Commissioners voting "yes".

J. RESOLUTION NO. 19-1305 – RESOLUTION APPROVING THE PURCHASE OF REDIROCK BLOCK AND STONE FROM BRADLEY TANK & PIPE LLC, IN AN AMOUNT NOT TO EXCEED \$23,430.00, FOR USE IN THE FAIR STREET STREAM BANK REPAIR PROJECT

Mayor Pierce advised that the city is in the process of repairing a streambank at Fair Street and Dayton Boulevard. He advised that the city's contracted engineer had specified the use of Redirock block and stone in the repair project. He advised that Bradley Tank & Pipe LLC is the sole manufacturer and distributor of Redirock block and stone and that this resolution will approve the purchase of the stone at a cost of \$23,430.00. He advised that this purchase is budgeted in the FY 2020 budget. Commissioner Jenko made a motion to approve the resolution, second by Commissioner LeCompte. There were no citizen comments. Resolution No. 19-1305 was approved with all Commissioners voting "yes".

XI. Citizen Comments -

David Hafley, 4621 Hunter Trail, Asked for clarification of the cost associated with a couple of the resolutions approved tonight.

XII. Adjournment

The meeting was adjourned at 6:19 p.m.

Mayor

City Recorder Ruth Rohen

RESOLUTION NO. 19-1306

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, ADOPTING BANK FORM RESOLUTIONS AND AUTHORIZING SIGNORS FOR BANK SIGNATURE CARDS

Be it resolved by the Board of Commissioners of the City of Red Bank, Tennessee as follows:

Section 1. In order to change the signatory parties on all bank accounts of the City at 1st Tennessee Bank, so as to authorize execution and withdrawals by the Mayor or Vice-Mayor and the City Manager, City Recorder or the Finance Director, and by not less than two of the Officers of the City, hereinafter named:

1. Eddie Pierce, Mayor
2. Ruth Jenó, Commissioner
3. Tim Thornbury, City Manager
4. Ruth Rohen, City Recorder
5. John Alexander, Finance Director

and to further require that at least one of the signatures on any check or draft shall be one of the elected officials. The Bank Resolution form, copies of which are attached hereto as Exhibit A, are hereby adopted and passed by this Commission as Resolutions of this body

Resolved this 6th day of August in the year of 2019

Mayor

ATTEST:

City Recorder

RESOLUTION NO. 19-1307

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, ADOPTING BANK FORM RESOLUTIONS AND AUTHORIZING SIGNORS FOR BANK SIGNATURE CARDS

Be it resolved by the Board of Commissioners of the City of Red Bank, Tennessee as follows:

Section 1. In order to change the signatory parties on the Drug Fund Confidential Funds bank account of the City at 1st Tennessee Bank, so as to authorize execution and withdrawals by the Officers of the City, and by not less than two of the Officers of the City, hereinafter named:

1. Eddie Pierce, Mayor
2. Ruth Jenó, Commissioner
3. Dan Seymour, Chief
4. John Wright, Captain
5. Steve Hope, Police Sergeant
6. Dan Aalberg, Police Sergeant

and to further require that at least one of the signatures on any check or draft shall be one of the elected officials. The Bank Resolution form, copies of which are attached hereto as Exhibit A, are hereby adopted and passed by this Commission as Resolutions of this body

Section 2. All transactions for the Drug Fund Confidential Fund bank account shall require two signatures.

The Bank Resolution form, copies of which are attached hereto as Exhibit A, are hereby adopted and passed by this Commission as Resolutions of this body

Resolved this 6th day of August in the year of 2019

Mayor

City Recorder

RESOLUTION NO. 19-1308

A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO SIGN A STATE AND LOCAL HIDTA TASK FORCE AGREEMENT BETWEEN THE CITY OF RED BANK AND THE UNITED STATES DEPARTMENT OF JUSTICE, DRUG ENFORCEMENT ADMINISTRATION SOUTH TENNESSEE TASK FORCE

WHEREAS, there is evidence that trafficking in narcotics and dangerous drugs exists in the Greater Chattanooga, Tennessee metropolitan area, and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of the Greater Chattanooga, Tennessee metropolitan area; and,

WHEREAS, the goal of the Drug Enforcement Administration's South Tennessee Task Force is to disrupt illicit drug traffic, gather and report intelligence data relating to trafficking narcotics and dangerous drugs and to conduct undercover operations to insure effective prosecution in courts; and

WHEREAS, in order to complete these objectives successfully, local law enforcement participation in the taskforce is imperative; and

WHEREAS, the City of Red Bank Police Department has had an officer assigned to the DEA South Tennessee Task Force for the past several years; and

WHEREAS, the City feels that it is in the best interest and welfare of its citizens to continue participation in the Drug Enforcement Administration South Tennessee Task Force; and

WHEREAS, all man hours spent by the assigned Red Bank Police Officer will be compensated at 100% through a HIDTA Grant.

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Red Bank, Tennessee that the State and Local HIDTA Task Force Agreement between the City of Red Bank, Tennessee and the Drug Enforcement Administration for participation in the DEA South Tennessee Task Force, be and is hereby approved.

BE IT FURTHER RESOLVED, that the Chief of Police for the City of Red Bank, Tennessee, be authorized and directed to execute same on behalf of the City.

Resolved this the 6th day of August 2019

Mayor

Attest:

City Recorder Ruth Rohen