



BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

City Hall, 415 Broad Street, Montgomery-Watterson Boardroom

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

City Administration

Chris McCartt, City Manager
Bart Rowlett, City Attorney

Lisa Winkle, City Recorder/Treasurer
Angie Marshall, City Clerk/Deputy/City Recorder

- I. **CALL TO ORDER** 7:00 pm by Mayor Shull.
- II. **PLEDGE OF ALLEGIANCE TO THE FLAG** led by Mayor Shull.
- III. **INVOCATION** led by Alderman Phillips
- IV. **ROLL CALL** by City Recorder/Treasurer Lisa Winkle.
- V. **RECOGNITIONS AND PRESENTATIONS**
 1. **Chris and Rebecca Thomas, Mycroft Signs** (Alderman Phillips)

VI. **APPOINTMENTS** *(These items are considered under one motion.)*

Motion made by Alderman Olterman, Seconded by Vice Mayor George.

Passed: All present voting "aye."

1. **Appointments to the Neighborhood Advisory Commission** (AF-384-2023) (Mayor Shull)
APPOINT EDDIE GRILLS AND REAPPOINT ANITRA LITTLE AND ALANNA LEONBERG TO THE NEIGHBORHOOD ADVISORY COMMISSION FOR A THREE YEAR TERM EFFECTIVE JANUARY 1, 2024 AND EXPIRING ON DECEMBER 31, 2026.

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

- 2. Appointments to the Kingsport Economic Development Board (AF-385-2023) (Mayor Shull)**
APPOINT LAURA S. DURBIN AND REAPPOINT THOMAS KENNEDY AND STEVE LAHAIR TO THE KINGSFORT ECONOMIC DEVELOPMENT BOARD FOR A SIX YEAR TERM EFFECTIVE JANUARY 1, 2024 AND EXPIRING ON JANUARY 1, 2030.

VII. APPROVAL OF MINUTES *(These items are considered under one motion.)*

Motion made by Alderman Montgomery, Seconded by Alderman Cooper.

Passed: All present voting "aye."

- 1. December 4, 2023 - Work Session**
- 2. December 5, 2023 - Business Meeting**

VIII. PUBLIC HEARINGS

COMMENT

Mayor Shull invited citizens in attendance to speak. There being no one coming forward, the mayor closed the public comment section.

NOTE: At this time, the board took a brief recess from 7:11pm to 7:19 pm to allow the City Attorney to correct the resolution attached to Item XI.8 (AF 389-2023). Before resuming the meeting, Mr. Rowlett apologized for the inconvenience and advised the board to pull this item from tonight's agenda.

IX. BUSINESS MATTERS REQUIRING FIRST READING

- 1. Consideration of an Ordinance to Amend the FY 2024 General Purpose School Fund and the General Project Fund Budgets (AF-387-2023) (David Frye)**

Motion made by Alderman Duncan, Seconded by Alderman Olterman.

AN ORDINANCE TO AMEND THE GENERAL PURPOSE SCHOOL FUND AND THE GENERAL PROJECT FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2024; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

X. BUSINESS MATTERS REQUIRING FINAL ADOPTION

- 1. Consideration of an Ordinance to Amend Zoning of 1506 Lynn Garden Drive from the R-1B, Residential District, to the B-3, Highway Oriented Business District (AF-362-2023) (Ken Weems)**

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

Motion made by Alderman Olterman, Seconded by Alderman Phillips.

ORDINANCE NO 7132 AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG LYNN GARDEN DRIVE FROM THE R-1B, RESIDENTIAL DISTRICT TO THE B-3, HIGHWAY ORIENTED BUSINESS DISTRICT IN THE 12TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Alderman Cooper, Alderman Duncan, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull voting "aye" and Vice Mayor George abstaining.

- 2. Consideration of a Budget Adjustment Ordinance for Various Funds in FY24 (AF-364-2023) (Chris McCartt)**

Motion made by Alderman Montgomery, Seconded by Vice Mayor George.

ORDINANCE NO 7133 AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2024; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Alderman Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

XI. OTHER BUSINESS

- 1. Consideration of a Resolution to Enter into an Agreement with CDM Smith Inc. for Phase One of the Stormwater Master Plan (AF-333-2023) (Will Stallard / Ryan McReynolds)**

Motion made by Alderman Olterman, Seconded by Alderman Duncan.

RESOLUTION NO. 2024-128 A RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES WITH CDM SMITH FOR PHASE 1 OF THE KINGSFORT STORMWATER MASTER PLAN AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

- 2. Consideration of a Resolution Awarding the Sole Bid for City Owned Surplus Real Property Located at 2984 Ashley Street (AF-369-2023) (Lisa Winkle)**

Motion made by Vice Mayor George, Seconded by Alderman Montgomery.

RESOLUTION NO. 2024-129 A RESOLUTION APPROVING THE SALE OF A PARCEL OF SURPLUS REAL PROPERTY AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

3. Consideration of a Resolution to Renew Stop Loss Contract (AF-377-2023) (Tyra Copas)

Motion made by Alderman Montgomery, Seconded by Vice Mayor George.

RESOLUTION NO. 2024-130 A RESOLUTION AUTHORIZING THE RENEWAL OF A POLICY FOR STOP LOSS INSURANCE COVERAGE WITH VOYA RELIASTAR LIFE INSURANCE COMPANY AND AUTHORIZING THE MAYOR TO EXECUTE ALL AGREEMENTS FOR STOP LOSS INSURANCE AND ANY OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT OR THIS RESOLUTION

Passed: All present voting "aye."

4. Consideration of a Resolution Awarding Bid for Construction of Wastewater Treatment Plant (WWTP) Motor Control Center Six (MCC6) Replacement to Morgan Contracting Inc. and Authorize Mayor to Sign All Applicable Documents (AF-375-2023) (Ryan McReynolds)

Motion made by Alderman Phillips, Seconded by Alderman Duncan.

RESOLUTION NO. 2024-131 A RESOLUTION AWARDING THE BID FOR THE WASTEWATER TREATMENT PLANT MOTOR CONTROL CENTER SIX REPLACEMENT PROJECT TO MORGAN CONTRACTING, INC., AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

5. Consideration of a Resolution to Enter an Agreement with LDA Engineering for Engineering Design Services for the Pendragon Sanitary Lift Station Replacement Project (AF-376-2023) (Ryan McReynolds)

Motion made by Vice Mayor George, Seconded by Alderman Cooper.

RESOLUTION NO. 2024-132 A RESOLUTION APPROVING AN AGREEMENT WITH LDA ENGINEERING FOR DESIGN WORK RELATIVE TO THE REPLACEMENT OF THE PENDRAGON LIFT STATION AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

- 6. Consideration of a Resolution to Award Furniture Purchase for Finance Department Office Areas to WorkSpace Interiors (AF-378-2023) (Lisa Winkle)**

Motion made by Vice Mayor George, Seconded by Alderman Montgomery.

RESOLUTION NO. 2024-133 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO WORKSPACE INTERIORS FOR THE PURCHASE OF OFFICE FURNITURE THROUGH SOURCEWELL COOPERATIVE PURCHASE AGREEMENT NO. CDA19Z08621

Passed: All present voting "aye."

- 7. Consideration of a Resolution Authorizing the Mayor to Sign Lease Agreements with Existing Not-For-Profit Entities with the V.O. Dobbins Sr. Complex (AF-379-2023) (Michael Borders)**

Motion made by Alderman Duncan, Seconded by Alderman Olterman.

RESOLUTION NO. 2024-134 A RESOLUTION APPROVING LEASE AGREEMENTS WITH SEVEN NOT-FOR-PROFIT TENANTS FOR SPACE AT V.O. DOBBINS, SR. COMPLEX AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENTS AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENTS

Passed: All present voting "aye."

- 8. Consideration of a Resolution to Amend CDM Smith Agreement for Wastewater Treatment Plant Electrical Improvements – Motor Control Center (MCC) 6 Replacement Project (AF-389-2023) (Ryan McReynolds) THIS ITEM WAS PULLED**
- 9. Consideration of a Resolution Awarding the Proposal for Property Insurance for City Owned Buildings to The Travelers Indemnity Company (AF-388-2023) (Kristen Hodgson)**

Motion made by Vice Mayor George, Seconded by Alderman Montgomery.

RESOLUTION NO. 2024-135 A RESOLUTION ACCEPTING THE PROPOSAL OF THE TRAVELERS INDEMNITY COMPANY FOR PROPERTY INSURANCE AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER WITH MCGRIFF INSURANCE SERVICES, INC. AND THE TRAVELERS INDEMNITY COMPANY TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

- 10. Consideration of a Resolution Approving a Supplemental Agreement between the Emergency Communications District and City (AF-382-2023) (Bart Rowlett, Chris McCartt)**

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

Motion made by Alderman Duncan, Seconded by Alderman Montgomery.

RESOLUTION NO. 2024-136 A RESOLUTION APPROVING A SUPPLEMENTAL AGREEMENT BETWEEN THE CITY AND THE EMERGENCY COMMUNICATIONS DISTRICT OF THE CITY OF KINGSPORT, TENNESSEE, AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

- 11. Consideration of a Resolution to Award Bid to W-L Construction & Paving, Inc. for 2024 Contracted Paving Area 17 and Authorizing the Mayor to Sign All Applicable Documents (AF-381-2023) (Ryan McReynolds)**

Motion made by Alderman Phillips, Seconded by Alderman Cooper.

RESOLUTION NO. 2024-137 A RESOLUTION AWARDED THE BID FOR THE CONTRACTED PAVING – AREA 17 PROJECT TO W – L CONSTRUCTION AND PAVING, INC. AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

- 12. Consideration of a Resolution to Enter into a Sponsorship Agreement with Eastman Credit Union (ECU) for Naming Rights for the "Bays Mountain Planetarium Sponsored by ECU" (AF-328-2023) (Michael T. Borders)**

Motion made by Vice Mayor George, Seconded by Alderman Olterman.

RESOLUTION NO. 2024-138 A RESOLUTION APPROVING A SPONSORSHIP AGREEMENT WITH EASTMAN CREDIT UNION AND NAMING OF THE BAYS MOUNTAIN PLANETARIUM AT THE BAYS MOUNTAIN PARK; AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

XII. CONSENT AGENDA *(These items are considered under one motion.)*

Motion made by Vice Mayor George, Seconded by Alderman Olterman.

Passed as presented with a roll call vote: Alderman Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

- 1. Consideration of a Resolution to Enter into an Agreement with Enbridge for Crossing and Encroachment Consent for the Washington County Water Project and Authorize the Mayor to Sign all Applicable Documents (AF-380-2023) (Ryan McReynolds)**

RESOLUTION NO. 2024-139 A RESOLUTION APPROVING A CROSSING AND ENCROACHMENT CONSENT AGREEMENT WITH ENBRIDGE AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

- 2. Consideration of a Resolution to Approve Addendum 10 to the ESS South Central, LLC, Substitute Staffing Services Contract for Kingsport City Schools and Authorizing the Mayor to Sign All Applicable Documents (AF-386-2023) (David Frye)**

RESOLUTION NO. 2024-140 A RESOLUTION APPROVING AN AMENDMENT TO THE SUBSTITUTE STAFFING SERVICES AGREEMENT WITH ESS SOUTH CENTRAL, LLC, FOR KINGSPOET CITY SCHOOLS AND AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

- 3. Consideration of a Resolution Authorizing the Mayor's Signature on the Certification of Local Official form. Certifying that the Public Housing Authority's Plans are Consistent with the Consolidated Plan Document. (AF-374-2023) (Michael Price)**

RESOLUTION NO. 2024-141 A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE CERTIFICATION BY STATE OR LOCAL OFFICIAL OF THE PUBLIC HOUSING AUTHORITY PLANS CONSISTENCY WITH THE CONSOLIDATED PLAN DOCUMENT AND ANY AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

- 4. Consideration of a Resolution to Purchase MityLite Chairs and Chair Trees for MeadowView Convention Center (AF-390-2023) (Michael T. Borders)**

RESOLUTION NO. 2024-142 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO MITYLITE PURSUANT TO E & I COOPERATIVE SERVICES CONTRACT No. CNR01149 FOR CHAIRS AND CHAIR TREES FOR USE BY MEADOWVIEW CONFERENCE RESORT & CONVENTION CENTER

- 5. Consideration of Resolutions to Designate the Officials Authorized to Execute Banking Transactions for the City of Kingsport (AF-383-2023) (Lisa Winkle)**

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

RESOLUTION NO. 2024-143 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH BANK OF TENNESSEE

RESOLUTION NO. 2024-144 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH HOMETRUST BANK

RESOLUTION NO. 2024-145 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH FIRST HORIZON BANK NATIONAL ASSOCIATION

RESOLUTION NO. 2024-146 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH LOCAL GOVERNMENT INVESTMENT POOL

RESOLUTION NO. 2024-147 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH FHN FINANCIAL

RESOLUTION NO. 2024-148 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH FIRST BANK & TRUST

RESOLUTION NO. 2024-190 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH CITIZENS BANK

RESOLUTION NO. 2024-150 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH TRUIST BANK

RESOLUTION NO. 2024-151 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH REGIONS BANK

RESOLUTION NO. 2024-152 A RESOLUTION AUTHORIZING OFFICIAL SIGNATURES FOR ACCOUNTS ON DEPOSIT WITH RENASANT BANK

6. Consideration of A Resolution to Implement a Cyber Security Plan (AF-354-2023) (Bart Rowlett)

RESOLUTION NO. 2024-153 A RESOLUTION APPROVING A CYBER SECURITY PLAN FOR THE CITY OF KINGSPORT

XIII. COMMUNICATIONS

1. City Manager

Mr. McCartt advised the garbage collection schedule will be adjusted next week for Christmas. City offices will be closed on Monday and Tuesday. He remarked on the positive response to Christmas in Kingsport, expressing appreciation to staff and noting we have an outstanding team also thanked the board for their continued support throughout the year. Lastly, he wished everyone Merry Christmas and a Happy New Year.

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, December 19, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

2. Mayor and Board Members

Alderman Duncan commented on the live nativity last weekend in Church Circle, noting there were many people in line there. He also mentioned the local business gift card initiative through KOSBE presented by Andrea Salyer at the Work Session yesterday. Mr. Duncan wished happy holidays to everyone and their families. Alderman Cooper noted the downtown Christmas planning started last January and reminded everyone the trees in the parks needed to be undecorated by January 5th. She stated Scrinch is showing one more time tomorrow night at Lamplight Theatre and Thursday is the last night of the official Christmas events. She mentioned Thursday night there is also late night shopping downtown. She wished everyone a wonderful Christmas and a happy new year. Alderman Montgomery echoed the previous remarks and expressed his appreciation for the work done by this board and what they have accomplished together. He also thanked city staff for their efforts over the past calendar year. Mr. Montgomery remarked the living nativity last weekend was very well done and applauded the churches who participated. Alderman Phillips stated he hoped citizens would be able to put out more boxes for garbage collection since many are down to one can now. He remarked we've good things happen this year and he appreciated all the work city staff have done. Mr. Phillips wished his six year old daughter a happy birthday. He also wished everyone a Merry Christmas and Happy New Year and will see everyone in 2024, pointing out it is an election year. Alderman Olterman echoed everyone's previous comments. Vice Mayor George provided a year in review, listing the many projects and accomplishments the city made in 2023. Mayor Shull commended City Attorney Rowlett and City Recorder Winkle. He also stated his appreciation for the rest of the staff as well as the citizens and his fellow colleagues on the board. He thanked Alderman Cooper and Alderman Phillips for their work on the Christmas activities that put everyone in the spirit. The mayor wished everyone a safe and happy holiday season, noting this is the last meeting of the year and we will return in January to conduct the City's business.

XIV. ADJOURN

Seeing no other business for consideration, Mayor Shull adjourned the meeting at 8:05 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor