



BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, May 07, 2024 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 Captain Jason Quillin.
- III. **INVOCATION** led by Alderman Paul Montgomery.
- IV. **ROLL CALL** by City Recorder/Treasurer Lisa Winkle.
- V. **RECOGNITIONS AND PRESENTATIONS**
 1. **Proclamation: Rotary Book Club** (Alderman Duncan)
 2. **Proclamation: National Drinking Water** (Alderman Cooper)

VI. **APPOINTMENTS**

Motion made by Alderman Olterman, Seconded by Alderman Montgomery.

1. **Appointment to Petworks** (AF-129-2024) (Mayor Shull)
APPOINT MITCH WALTERS TO PETWORKS TO FULFILL THE UNEXPIRED TERM OF BONNIE MACDONALD EFFECTIVE IMMEDIATELY AND EXPIRING ON JULY 1, 2026

Passed: All present voting "aye."

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

Motion made by Alderman Phillips, Seconded by Alderman Cooper.

Passed: All present voting "aye."

- 1. April 15, 2024 - Work Session**
- 2. April 16, 2024 - Business Meeting**

VIII. PUBLIC HEARINGS

- 1. Consideration of a Resolution for the 2024 Annual Action Plan for the Community Development Block Grant (AF-130-2024) (Michael Price)**

Motion made by Alderman Duncan, Seconded by Alderman Olterman.

RESOLUTION NO. 2024-236 A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT 2024 – 2025 ANNUAL ACTION PLAN AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR RECEIVE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FOR FISCAL YEAR 2025, FROM THE UNITED STATES OF DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Passed: All present voting "aye" except Alderman Cooper who abstained.

COMMENT

Mayor Shull invited citizens in attendance to speak.

Misty Peters commented on the issues of homelessness and poverty.

IX. BUSINESS MATTERS REQUIRING FIRST READING

- 1. Consideration of a Budget Adjustment Ordinance for Various Funds in FY2024 (AF-105-2024) (Chris McCartt)**

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

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE 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 None.

XI. OTHER BUSINESS

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1. **Consideration of a Resolution Authorizing the Mayor to Execute a Contract Between the City of Kingsport and the Tennessee Department of Transportation for Maintenance Activities Performed on Designated State Highways and for Mowing and Litter on John B. Dennis and I-26 (AF-118-2024) (Ryan McReynolds)**

Motion made by Vice Mayor George. Seconded by Alderman Phillips.

RESOLUTION NO. 2024-237 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR FISCAL YEAR 2025 WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION FOR REIMBURSEMENT OF MAINTENANCE ACTIVITIES PERFORMED ON DESIGNATED STATE HIGHWAY ROUTES LOCATED WITHIN THE KINGSFORT CITY LIMITS; EXECUTE A CONTRACT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION FOR MOWING AND LITTER CONTROL ON JOHN B. DENNIS HIGHWAY AND INTERSTATE 26; AND EXECUTE ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENTS

Passed: All present voting "aye."

2. **Consideration of a Resolution Renewing the Award of the Bid for School Crossing Guard Services & Authorizing the Mayor to Sign All Applicable Documents (AF-119-2024) (Chief Dale Phipps)**

Motion made by Alderman Montgomery. Seconded by Alderman Cooper.

RESOLUTION NO. 2024-238 A RESOLUTION RENEWING THE AWARD OF BID FOR SCHOOL CROSSING GUARDS TO CROSS SAFE; APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE KINGSFORT POLICE DEPARTMENT AND KINGSFORT CITY SCHOOLS; 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."

3. **Consideration of a Resolution Authorizing an Agreement with Raftelis for Consulting Services Related to a New Financial Information System (FIS) (AF-123-2024) (Floyd Bailey)**

Motion made by Alderman Duncan. Seconded by Alderman Montgomery.

RESOLUTION NO. 2024-239 A RESOLUTION APPROVING THE SCOPE OF SERVICES WITH RAFTELIS RELATED TO THE ACQUISITION OF A NEW FINANCIAL INFORMATION SYSTEM AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL

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OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

- 4. Consideration of a Resolution to Utilize Sourcewell Contract #0811200-TRU and NCPA Contract #08-23 to Purchase Replacement Exercise Equipment (AF-113-2024) (Michael Borders)**

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

RESOLUTION NO. 2024-240 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO READY FITNESS FOR THE PURCHASE OF EXERCISE EQUIPMENT FOR THE KINGSFORT SENIOR CENTER THROUGH SOURCEWELL COOPERATIVE PURCHASE AGREEMENT NO.: 0811200-TRU AND NCPA CONTRACT NO. 08-23

Passed: All present voting "aye."

- 5. Consideration of a Resolution to Enter into an Engineering Contract with Barge Design Solutions for the Final Design of Reedy Creek Trunk Sewer Replacement - Lovedale to Clinchfield (AF-117-2024) (Ryan McReynolds)**

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

RESOLUTION NO. 2024-241 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH BARGE DESIGN SOLUTIONS TO PROVIDE ENGINEERING SERVICES FOR THE REEDY CREEK TRUNK SEWER REPLACEMENT- FINAL DESIGN (LOVEDALE TO CLINCHFIELD) AND AUTHORIZING THE MAYOR TO EXECUTE ANY OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

- 6. Consideration of a Resolution Renewing the Award of the Bid for Unleaded Gasoline & Ultra-Low Sulfur Diesel (AF-121-2024) (Ryan McReynolds)**

Motion made by Alderman Duncan, Seconded by Alderman Cooper.

RESOLUTION NO. 2024-242 A RESOLUTION RENEWING THE AWARD OF BID FOR PURCHASE OF ULTRA LOW SULFUR DIESEL FUEL AND RENEWING THE AWARD OF BID FOR PURCHASE OF UNLEADED GASOLINE FOR USE IN CITY EQUIPMENT AND VEHICLES TO PETROLEUM TRADERS CORPORATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

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Passed: All present voting "aye."

- 7. Consideration of a Resolution Renewing the Award of the Bid for Propane & Propane Conversion Kits (AF-122-2024) (Ryan McReynolds)**

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

RESOLUTION NO. 2024-243 A RESOLUTION RENEWING THE AWARD OF BID FOR THE PURCHASE OF PROPANE AUTO GAS AND PROPANE CONVERSION KITS FOR USE IN CITY EQUIPMENT AND VEHICLES TO BLOSSMAN GAS AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

- 8. Consideration of a Resolution Awarding the Bid for the Purchase of Asphalt for FY25 (AF-124-2024) (Ryan McReynolds)**

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

RESOLUTION NO. 2024-244 A RESOLUTION AWARDING THE BIDS FOR THE PURCHASE OF ASPHALT TO BLACK OPS MATERIALS, FULLER ASPHALT MATERIALS, W-L CONSTRUCTION AND PAVING CO., INC. AND SUMMERS-TAYLOR, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

- 9. Consideration of a Resolution Awarding the Bid for the Purchase of Concrete for FY25 (AF-125-2024) (Ryan McReynolds)**

Motion made by Alderman Duncan, Seconded by Alderman Montgomery.

RESOLUTION NO. 2024-245 A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF CONCRETE TO SRM CONCRETE, READY MIX USA, SUMMERS TAYLOR, INC. AND PRI EAST TENNESSEE, INC. AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

- 10. Consideration of a Resolution Awarding the Bid for the Purchase of Crushed Stone for FY25 (AF-126-2024) (Ryan McReynolds)**

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

RESOLUTION NO. 2024-246 A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF CRUSHED STONE TO VULCAN CONSTRUCTION MATERIALS, LP, ICON

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ENVIRONMENTAL AND GLASS MACHINERY AND EXCAVATION, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

- 11. Consideration of a Resolution Awarding the Bid for Contracted Truck Hauling for FY25 (AF-127-2024) (Ryan McReynolds)**

Motion made by Alderman Cooper, Seconded by Alderman Duncan.

RESOLUTION NO. 2024-247 A RESOLUTION AWARDING THE BID FOR CONTRACTED TRUCK HAULING FOR FISCAL YEAR 2025 TO AMERICAN ENVIRONMENTAL, LLC, GLASS MACHINERY AND EXCAVATION, INC. AND SUMMERS-TAYLOR, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

- 12. Consideration of a Resolution to Authorize the Mayor to Execute All Documents Necessary to Apply for and Receive a Tennessee Department of Environment and Conservation Local Parks and Recreation Fund Grant (AF-120-2024) (Michael Borders)**

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

RESOLUTION NO. 2024-248 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION LOCAL PARKS AND RECREATION FUND GRANT

Passed: All present voting "aye."

- 13. Consideration of a Resolution to Purchase One Compact Track Loader & One Kubota 4WD Tractor Utilizing Sourcewell Contracts (AF-132-2024) (Ryan McReynolds)**

Motion made by Alderman Phillips, Seconded by Alderman Duncan.

RESOLUTION NO. 2024-249 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO BOBCAT OF THE MOUNTAIN EMPIRE UTILIZING SOURCEWELL COOPERATIVE PURCHASING AGREEMENT NO. 040319-CEC FOR ONE COMPACT TRACK LOADER AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO KUBOTA OF KINGSFORT UTILIZING SOURCEWELL COOPERATIVE PURCHASING AGREEMENT NO. 031121-KBA FOR ONE KUBOTA FOUR WHEEL DRIVE TRACTOR

Passed: All present voting "aye."

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14. Consideration of a Resolution Authorizing Payment to NETWORKS Sullivan Partnership for the Acquisition of Real Property (AF-12-2024) (Chris McCartt)

Motion made by Alderman Duncan, Seconded by Alderman Olterman.

RESOLUTION NO. 2024-250 A RESOLUTION AUTHORIZING PAYMENT TO NETWORKS SULLIVAN PARTNERSHIP FOR THE ACQUISITION OF REAL PROPERTY, EXPRESSING THE INTENT OF THE BOARD OF MAYOR AND ALDERMEN TO APPROPRIATE BY BUDGET ORDINANCE SUCH FUNDS TO FUND CITY'S SHARE OF THE DEBT OBLIGATION PURSUANT TO THE AMENDED AND RESTATED BYLAWS OF THE SULLIVAN COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP; AUTHORIZING ANY OTHER ACTION BY CITY NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; AND TO FIX THE EFFECTIVE DATE OF THIS RESOLUTION

Passed: All present voting "aye."

15. Consideration of a Resolution to Donate Surplus Property Along Globe Street to Holston Habitat for Humanity (AF131-2024) (Jessica Harmon)

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

RESOLUTION NO. 2024-251 A RESOLUTION AUTHORIZING THE DONATION OF REAL PROPERTY CONSISTING OF FOUR LOTS ALONG GLOBE STREET TO HOLSTON HABITAT FOR HUMANITY, INC. AND AUTHORIZING THE MAYOR TO EXECUTE AN APPROPRIATE DEED AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO CONVEY THE PROPERTY

Passed: All present voting "aye."

16. Consideration of a Resolution to Enter into a Brownfield Voluntary Agreement with Tennessee Department of Environment and Conservation at 100 West Industry Drive (AF-116-2024) (Steven Bower)

Motion made by Alderman Montgomery, Seconded by Alderman Phillips.

RESOLUTION NO. 2024-252 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION NOTICE OF LAND USE RESTRICTIONS AND BROWNFIELD VOLUNTARY AGREEMENT FOR REAL PROPERTY OWNED BY THE CITY LOCATED ALONG INDUSTRY DRIVE AND AUTHORIZING THE MAYOR TO EXECUTE ANY OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

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

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

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

- 1. Consideration of a Resolution to Ratify the Mayor's Signature on the City of Kingsport's Application for and Acceptance of Funding through the DOE's Energy Efficiency and Conservation Block Grant (AF-128-2024) (Michael Price)**

RESOLUTION NO. 2024-253 A RESOLUTION RATIFYING THE MAYOR'S SIGNATURE ON AN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG) APPLICATION, AUTHORIZING THE RECEIPT OF THE GRANT FUNDS AND AUTHORIZING THE EXECUTION OF ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

- 2. Consideration of a Resolution to Authorize the Mayor to Sign All Documents Necessary to Apply for and Receive a DOJ-Office of Justice Programs Bureau of Justice Assistance Bulletproof Vest Partnership (BVP) Reimbursement Grant for FY 2024 (AF-108-2024) (Chief Phipps)**

RESOLUTION NO. 2024-254 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A DEPARTMENT OF JUSTICE – OFFICE OF JUSTICE PROGRAMS' BUREAU OF JUSTICE ASSISTANCE BULLETPROOF VEST PARTNERSHIP (BVP) REIMBURSEMENT GRANT

- 3. Consideration of a Resolution Authorizing the Mayor to Sign the Host Facility Agreement for the 15th Annual World's Largest Swim Lesson (AF-112-2024) (Michael Borders)**

RESOLUTION NO. 2024-255 A RESOLUTION APPROVING A HOST FACILITY AGREEMENT WITH THE WORLD WATERPARK ASSOCIATION FOR THE 15TH ANNUAL WORLD'S LARGEST SWIM LESSON AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

- 4. Consideration of a Resolution Authorizing the Mayor to Enter into an Interlocal Agreement with the Town of Mt. Carmel for the City of Kingsport to Provide Residential Automated Garbage Collection (AF-106-2024) (Ryan McReynolds)**

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RESOLUTION NO. 2024-256 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN INTER-LOCAL AGREEMENT TO PROVIDE RESIDENTIAL AUTOMATED GARBAGE COLLECTION SERVICES TO THE TOWN OF MOUNT CARMEL, TENNESSEE

XIII. COMMUNICATIONS

1. City Manager

Mr. McCartt commented on the following item, noting it was an executed materials agreement to be spread across the minutes. He noted a lot of items related to the budget, stating next Monday Dr Hampton will present the schools budget and on Thursday the general fund and utilities budget will be presented.

2. Materials Agreement with JTB Construction Related to the Lebanon Meadows Development

3. Mayor and Board Members

Alderman Duncan encouraged citizens to register to vote if they haven't already as you must be registered 30 days prior to the election to vote. He stated Farmacy Fit had a huge turnout last weekend at the Farmer's Market through Healthy Kingsport and Racks by the Tracks is May 18 with tickets are available online. Alderman Cooper commented on the Alderman Forum yesterday noting the Mayor's Forum is coming up and encouraged citizens to stay educated. She said Graduation day is also coming up and an exciting time for the seniors. Alderman Montgomery commented on the Mayor's prayer breakfast. Alderman Phillips mentioned the Farmers Market was listed in Southern Living magazine as one of 12 markets in the south to visit. He pointed out the renovations are nice both there and at the carousel. He commented that the Homebuilders Association partnering with TCAT to give on the job training started today and went very well. Lastly, he wished his wife a happy birthday. Alderman Olterman remarked on the tough loss of the DB Indians baseball team. Vice-Mayor George also mentioned the prayer breakfast as well as the market renovations. She noted the Downtown Concerts are starting soon and there is a Fallen officer service later this month as well. Mayor Shull wished Alderman Cooper and Vice-Mayor George a happy mother's day. He noted sports tourism is a big part of the local economy. He stated School Superintendent Dr. Hampton briefed the school board on the school budget before bringing it to the BMA and gave further details on the budget process. The Mayor pointed out the BMA takes all business of the city seriously, even routine annual agreements. He said it's election season and citizens are more apt to ask questions, noting the city's mission is well defined and there are reasons for how things are done.

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XIV. ADJOURN

Seeing no other business for consideration, Mayor Shull adjourned the meeting at 8:03 p.m.

ANGELA MARSHALL

Deputy City Recorder

PATRICK W. SHULL

Mayor