



## **BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES**

**Tuesday, October 01, 2024 at 7:00 PM**

**City Hall, 415 Broad Street, Montgomery-Watterson Boardroom**

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### **Board of Mayor and Aldermen**

Mayor Paul W. Montgomery, Presiding  
Vice Mayor Darrell Duncan  
Alderman Morris Baker  
Alderman Betsy Cooper

Alderman Colette George  
Alderman Gary Mayes  
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** by Mayor Montgomery.

**II. SWEARING IN OF APPOINTED BOARD MEMBER**

1. **Gary Mayes as Alderman** - The Honorable S. Curt Rose

**III. PLEDGE OF ALLEGIANCE TO THE FLAG** led by Assistant Fire Chief Terry Arnold.

**IV. INVOCATION** by Reverend Love

**V. ROLL CALL** by City Recorder/Treasurer Lisa Winkle.

**VI. RECOGNITIONS AND PRESENTATIONS** None.

**VII. COMMENT**

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

**VIII. APPOINTMENTS** None.

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

Motion made by Vice-Mayor Duncan, Seconded by Alderman Phillips.

Passed: All present voting "aye."

- 1. September 16, 2024 - Work Session**
- 2. September 17, 2024 - Business Meeting**

**X. BUSINESS MATTERS REQUIRING FIRST READING AND/ OR PUBLIC HEARINGS**

- 1. Consideration of a Budget Ordinance to Appropriate \$54,000.00 from the Tennessee Highway Safety Office (THSO) FY' 25 Grant (AF-270-2024) (Dale Phipps)**

Motion made by Alderman George, Seconded by Alderman Cooper.

AN ORDINANCE TO AMEND THE GENERAL PROJECT/SPECIAL REVENUE FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE TENNESSEE HIGHWAY SAFETY OFFICE (THSO) FOR THE YEAR ENDING JUNE 30, 2025; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

- 2. Consideration of a Budget Ordinance to Appropriate \$25,000.00 from the Tennessee Highway Safety Office's (THSO) FY '25 Coordinator Grant (AF-271-2024) (Dale Phipps)**

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

AN ORDINANCE TO AMEND THE GENERAL PROJECT/SPECIAL REVENUE FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE TENNESSEE HIGHWAY SAFETY OFFICE (THSO) FOR THE YEAR ENDING JUNE 30, 2025; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

- 3. Consideration of a Budget Ordinance For Various Funds in FY2025 (AF-279-2024) (Chris McCartt)**

Motion made by Alderman George, Seconded by Alderman Phillips.

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2025; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

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**XI. BUSINESS MATTERS REQUIRING FINAL ADOPTION**

- 1. Consideration of a Budget Ordinance to Enter into a Contractual Agreement and Sign All Necessary Documents with the Tennessee Department of Transportation for Reimbursement of Annual Operation Expenses for FY 24-25 (AF-231-2024) (Candace Sherer)**

Motion made by Vice-Mayor Duncan, Seconded by Alderman Phillips.

**ORDINANCE NO. 7171** AN ORDINANCE TO AMEND URBAN MASS TRANSIT CAPITAL/GRANT FUND BUDGET FOR THE YEAR ENDING JUNE 30, 2025; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading with a roll call vote: Alderman Baker, Alderman Cooper, Vice Mayor Duncan, Alderman George, Alderman Mayes, Alderman Phillips, Mayor Montgomery

- 2. Consideration of a Budget Ordinance for Various Funds FY25 (AF-244-2025) (Chris McCartt)**

Motion made by Alderman Cooper, Seconded by Alderman Baker.

**ORDINANCE NO. 7172** AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2025; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading with a roll call vote: Alderman Baker, Alderman Cooper, Vice Mayor Duncan, Alderman George, Alderman Mayes, Alderman Phillips, Mayor Montgomery

- 3. Consideration of an Ordinance to Amend Kingsport Code of Ordinances Chapter 34, Article IV Relative to Alarm Systems and Section 2-264 Relative to Special Code Enforcement Officer's Authority (AF-253-2024) (Chris McCartt)**

Motion made by Alderman Cooper, Seconded by Vice-Mayor Duncan.

**ORDINANCE NO. 7173** AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF KINGSPORT, TENNESSEE, CHAPTER 34, ARTICLE IV AUTOMATIC POLICE OR FIRE ALARM SYSTEMS AND SECTION 2-264(2) RELATIVE TO SPECIAL CODE ENFORCEMENT OFFICERS WITHIN THE FIRE DEPARTMENT; TO PROVIDE A PENALTY FOR THE VIOLATION OF THIS ORDINANCE AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading with a roll call vote: Alderman Baker, Alderman Cooper, Vice Mayor Duncan, Alderman George, Alderman Mayes, Alderman Phillips, Mayor Montgomery

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- 4. Consideration of an Ordinance to Amend the FY2025 General Project Fund to Establish Project and Funding for a New Customer Information System (CIS) (AF-264-2024) (Lisa Winkle)**

Motion made by Alderman Baker, Seconded by Vice-Mayor Duncan.

**ORDINANCE NO. 7174** AN ORDINANCE TO AMEND THE FY2025 GENERAL PROJECT FUND BUDGET TO ESTABLISH PROJECT AND FUNDING FOR NEW CUSTOMER SERVICE SYSTEM FOR THE FISCAL YEAR ENDING JUNE 30, 2025; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading with a roll call vote: Alderman Baker, Alderman Cooper, Vice Mayor Duncan, Alderman George, Alderman Mayes, Alderman Phillips, Mayor Montgomery

**XII. OTHER BUSINESS**

- 1. Consideration of a Resolution to Purchase Two (2) Freightliner with Peterson TL-3 Loaders Utilizing Sourcewell Contracts (AF-275-2024) (Ryan McReynolds)**

Motion made by Alderman George, Seconded by Alderman Phillips.

**RESOLUTION NO. 2025-066** A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO CMI EQUIPMENT SALES, INC., FOR THE PURCHASE OF TWO FREIGHTLINER WITH PETERSON TL-3 LOADERS THROUGH SOURCEWELL COOPERATIVE PURCHASE AGREEMENT NO.: 040621-PII

Passed: All present voting "aye."

- 2. Consideration of a Resolution to Purchase One (1) Supershot 125D Asphalt Crack Sealer Utilizing Sourcewell Contracts (AF-277-2024) (Ryan McReynolds)**

Motion made by Vice-Mayor Duncan, Seconded by Alderman Baker.

**RESOLUTION NO. 2025-067** A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO CRAFCO, INC., FOR THE PURCHASE OF ONE SUPERSHOT 125D ASPHALT CRACK SEALER THROUGH SOURCEWELL COOPERATIVE PURCHASE AGREEMENT NO.: 080521-CFC

Passed: All present voting "aye."

- 3. Consideration of a Resolution to Amend Employee and Training Development Policy #33 and adopt Employee Training Agreement (AF-267-2024) (Tyra Copas)**

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Motion made by Alderman Baker, Seconded by Alderman Phillips.

**RESOLUTION NO. 2025-068** A RESOLUTION AMENDING RESOLUTION NO. 2009-257 REGARDING THE CITY OF KINGSPORT PERSONNEL POLICY #33-EMPLOYEE TRAINING AND DEVELOPMENT POLICY

Passed: All present voting "aye."

- 4. Consideration of a Resolution to Authorize Issuance of Qualified Tax Exempt Capital Outlay Notes** (AF-278-2024) (Lisa Winkle)

Motion made by Alderman George, Seconded by Alderman Mayes.

**RESOLUTION NO. 2025-069** RESOLUTION OF THE GOVERNING BODY OF KINGSPORT, TENNESSEE, AUTHORIZING THE ISSUANCE, SALE, AND PAYMENT OF GENERAL OBLIGATION CAPITAL OUTLAY NOTES SERIES 2024 NOT TO EXCEED \$2,000,000

Passed: All present voting "aye."

- 5. Consideration of a Resolution Authorizing an Agreement with Hansen Banner, LLC for the purchase of a Software Customer Information System (CIS) and Service Agreement** (AF-273-2024) (Floyd Bailey)

Motion made by Vice-Mayor Duncan, Seconded by Alderman Cooper.

**RESOLUTION NO. 2025-070** A RESOLUTION AWARDDING THE PROPOSAL FOR A CUSTOMER INFORMATION SYSTEM TO HANSEN BANNER, LLC; APPROVING THE SERVICE AGREEMENT WITH SAME 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."

- 6. Consideration of a Resolution Authorizing an Agreement with Raftelis for Customer Information Software (CIS) Implementation Management Support Contract** (AF-276-2024) (Floyd Bailey)

Motion made by Alderman Phillips, Seconded by Alderman Baker.

**RESOLUTION NO. 2025-071** A RESOLUTION APPROVING AN AGREEMENT WITH RAFTELIS FOR CUSTOMER INFORMATION SOFTWARE IMPLEMENTATION MANAGEMENT SUPPORT CONTRACT 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."

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

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

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

- 1. Consideration of a Resolution to Amend Employment Verification Policy #25** (AF-268-2024) (Tyra Copas)

**RESOLUTION NO. 2025-072** A RESOLUTION AMENDING RESOLUTION NO. 2023-069 REGARDING THE CITY OF KINGSFORT PERSONNEL POLICY #25-EMPLOYMENT VERIFICATION

- 2. Consideration of a Resolution Ratifying an Amendment for the Waterline Upgrades for the Sullivan County Water Project** (AF-269-2024) (Ryan McReynolds)

**RESOLUTION NO. 2025-073** A RESOLUTION TO RATIFY THE MAYORS SIGNATURE ON AN AMENDMENT TO THE AGREEMENT WITH TRAXON CONSTRUCTION INC., AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

- 3. Consideration of a Resolution to Accept an Easement from the State of Tennessee for a Waterline Installed in Warrior's Path State Park** (AF-272-2024) (Ryan McReynolds)

**RESOLUTION NO. 2025-074** A RESOLUTION APPROVING A UTILITY AND ACCESS EASEMENT AGREEMENT WITH THE STATE OF TENNESSEE FOR A WATERLINE INSTALLED IN WARRIOR'S PATH STATE PARK 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 to Authorize the Mayor to Execute a SCSEP Host Agency Agreement with FTHRA for Bays Mountain Park** (AF-280-2024) (Michael T. Borders)

**RESOLUTION NO. 2025-075** A RESOLUTION APPROVING A SENIOR COMMUNITY EMPLOYMENT PROGRAM AGREEMENT WITH FIRST TENNESSEE HUMAN RESOURCES AGENCY AND AUTHORIZING THE MAYOR TO EXECUTE THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECUATE THE PURPOSE OF THE AGREEMENT

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**XIV. COMMUNICATIONS**

**1. City Manager**

Mr. McCartt commented on the recent flooding stating he appreciated the work our team has done from day one when the EOC was activated upon request. He noted Kingsport fared better than the rest of the region. He mentioned the fire department has been traveling outside city limits and also lots of work by utilities to provide equipment and water and will continue to do so.

**2. Mayor and Board Members**

Alderman George remarked she was without power for five days but feels blessed when looking at others in the area and what they're going through. She appreciates the city stepping up and others who are meeting needs in the area, noting although there is a lot now there's still a lot more to come. Alderman Cooper stated watching the news shows people genuinely want to help and mentioned some that are doing so. She pointed out the Thursday shop and hop downtown will benefit hurricane victims with additional places for items to be dropped off at the Chamber and High Voltage. There will also be a concert at the Reserve which will contribute the proceeds. Alderman Mayes thanked the BMA for bestowing the honor of serving the city and citizens and stated he looks forward to working with everyone. He pointed out the disaster is indescribable and is encouraged by the city manager's comments regarding support for our neighboring cities. Alderman Baker commented on the work session yesterday and the school's presentation of their strategic plan. He also discussed those who have been affected by the storm and the city's response. Alderman Phillips echoed the previous comments regarding the work session presentation and mentioning the school's desire for two new schools. He also cited the devastation from the flooding in Erwin all the way to Asheville. Vice Mayor Duncan pointed out it will take months and even years to address the devastation. He commended public works and first responders for their work noting he's proud of our city. He stated it's good to have a full board again and looked forward to working with Alderman Mayes. Mayor Montgomery echoed the professionalism and hard work by city staff for the spirit of compassion and giving in the community.

**XV. ADJOURN**

Seeing no other business for consideration, Mayor Montgomery adjourned the meeting at 7:53 p.m.

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ANGELA MARSHALL  
Deputy City Recorder

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PAUL W. MONTGOMERY  
Mayor