



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

**Tuesday, August 20, 2024 at 7:00 PM**

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

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### **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 Danny Karst.

**III. INVOCATION** led by Alderman Duncan.

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

### **V. RECOGNITIONS AND PRESENTATIONS**

**1. Honoring Jeff Fleming** (Chris McCartt)

**2. Keep Kingsport Beautiful Beautification Awards** (Sharon Hayes)

### **VI. COMMENT**

Mayor Shull invited citizens in attendance to speak. The following individuals came forward to comment and the mayor closed the public comment section.

Alderman Olterman thanked the citizens and the other board members who let him serve the last nine years stating it has been an honor and a privilege. He also thanked his family and friends for their support over the last few months. Mr. Olterman provided a summary of his service history for the City of Kingsport as well as Sullivan County.

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Liz, Kendricks Creek, commented on the homeless.

Tim Sanders thanked Mayor Shull for his service to the citizens of Kingsport. He also thanked Alderman Olterman for their commitment and courage.

**VII. APPOINTMENTS**

- 1. Consideration of Appointment of City of Kingsport Municipal Judge (AF-242-2024) (Mayor Shull)**

Motion made by Alderman Olterman, Seconded by Alderman Cooper.

APPOINT RUSSELL W. ADKINS AS THE MUNICIPAL JUDGE TO FULFILL THE UNEXPIRED TERM OF S. CURTIS ROSE EFFECTIVE AUGUST 24, 2024 AND EXPIRING DECEMBER 31, 2025

Passed: All present voting "aye."

- 2. Consideration of Appointment to the Historic Zoning Commission (AF-243-2024) (Mayor Shull)**

Motion made by Alderman Phillips, Seconded by Alderman Montgomery.

APPOINT LINDSEY NIEUWLAND TO THE HISTORIC ZONING COMMISSION TO FULFILL THE UNEXPIRED TERM OF SCOTT SCHRIEFER EFFECTIVE IMMEDIATELY AND EXPIRING JUNE 30, 2025

Passed: All present voting "aye."

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

Motion made by Alderman Duncan, Seconded by Alderman Olterman.

Passed: All present voting "aye."

- 1. August 5, 2024 - Work Session**
- 2. August 6, 2024 - Business Meeting**

**IX. BUSINESS MATTERS REQUIRING FIRST READING AND/ OR PUBLIC HEARINGS** None.

**X. BUSINESS MATTERS REQUIRING FINAL ADOPTION**

- 1. Consideration of an Ordinance to Amend the Stormwater Management Ordinance to Meet the 2024 Small Municipal Separate Storm Sewer System (MS4) Permit Issued by the Tennessee Department of Environment and Conservation (TDEC) (AF-190-2024) (Ryan McReynolds)**

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Motion made by Alderman Olterman, Seconded by Alderman Duncan.

**ORDINANCE NO. 7168** AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF KINGSFORT, TENNESSEE, CHAPTER 38, ARTICLE III STORMWATER MANAGEMENT; 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 Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

**2. Consideration of a Budget Ordinance for Various Funds FY24 (AF-227-2024) (Chris McCartt)**

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

**ORDINANCE NO. 7169** 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 with a roll call vote: Alderman Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

**3. Consideration of a Budget Ordinance for Various Funds FY25 (AF-229-2024) (Chris McCartt)**

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

**ORDINANCE NO. 7170** 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 Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

**XI. OTHER BUSINESS**

**1. Consideration of a Resolution to Purchase One (1) CAT 420 Backhoe Loader & One (1) CAT 306 Mini Excavator from TN State Contract # 72872 (AF-230-2024) (Ryan McReynolds)**

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

**RESOLUTION NO. 2025-034** A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2024 CAT BACKHOE LOADER AND ONE CAT MINI EXCAVATOR FROM STOWERS MACHINERY UTILIZING TENNESSEE STATE CONTRACT NO.: 72872; AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting "aye."

**2. Consideration of a Resolution to Donate to the Friends of the Kingsport Public Library (AF-236-2024) (Michael T. Borders)**

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

**RESOLUTION NO. 2025-035** A RESOLUTION AUTHORIZING A DONATION IN THE AMOUNT OF \$50,000 TO THE FRIENDS OF THE KINGSPORT PUBLIC LIBRARY FOR THE PURCHASE OF MATERIALS FOR THE LIBRARY COLLECTION

Passed: All present voting "aye."

- 3. Consideration of a Resolution Authorizing the City Manager to Execute a Purchase Order for Kingsport City Schools Teacher Laptops from Dell Marketing LP (AF-233-2024) (David Frye)**

Motion made by Alderman Duncan, Seconded by Alderman Olterman.

**RESOLUTION NO. 2025-036** A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO DELL MARKETING LP FOR 170 DELL LATITUDE 5350 TEACHER LAPTOPS AND DELL PREMIER RECHARGEABLE ACTIVE PENS FOR KINGSPORT CITY SCHOOLS

Passed: All present voting "aye."

- 4. Consideration of a Resolution to Award the Bid to Construction Partners, LLC for the Water and Sewer Warehouse Renovations (AF-240-2024) (Ryan McReynolds)**

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

**RESOLUTION NO. 2025-037** A RESOLUTION AWARDING THE BID FOR THE WATER AND SEWER WAREHOUSE RENOVATION PROJECT TO CONSTRUCTION PARTNERS, LLC 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 Authorizing the Mayor to Sign an Agreement with Ulliance to Implement an Employee Assistance Program (EAP) (AF-215-2024) (Tyra Copas)**

Motion made by Alderman Montgomery, Seconded by Alderman Duncan.

**RESOLUTION NO. 2025-038** A RESOLUTION APPROVING AN AGREEMENT WITH ULLIANCE, INC. TO IMPLEMENT AN EMPLOYEE ASSISTANCE PROGRAM 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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6. **Consideration of a Resolution Authorizing the Mayor to Execute all Documents Necessary to Apply for and Accept a Section 5307 Operations and Capital Grant from the Federal Transit Administration and U.S. Department of Transportation for FY 2024-2025** (AF-232-2024) (Candace Sherer)

Motion made by Alderman Montgomery, Seconded by Alderman Phillips.

**RESOLUTION NO. 2025-039** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A SECTION 5307 CAPITAL GRANT FROM THE FEDERAL TRANSIT ADMINISTRATION FOR TRANSIT VEHICLES FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION

Passed: All present voting "aye."

7. **Consideration of a Resolution to Approve a Sublease Between the Kingsport Economic Development Board and the City of Kingsport for Space at the Fort Henry Mall** (AF-245-2024) (Michael T. Borders)

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

**RESOLUTION NO. 2025-040** A RESOLUTION APPROVING A SUBLEASE AGREEMENT WITH THE INDUSTRIAL DEVELOPMENT BOARD FOR THE CITY OF KINGSPORT, TENNESSEE FOR SPACE AT THE FORT HENRY MALL FOR THE KINGSPORT PUBLIC LIBRARY AND AUTHORIZING THE MAYOR TO EXECUTE THE SUBLEASE AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

8. **Consideration of a Resolution Authorizing the Mayor to Execute All Documents Necessary to Apply and Accept a Section 5339 Capital Grant from the Federal Transit Administration (FTA) for Transit Vehicles from the U.S. Department of Transportation** (AF-239-2024) (Candace Sherer)

Motion made by Alderman Duncan, Seconded by Alderman Cooper.

**RESOLUTION NO. 2025-041** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE SECTION 5339 CAPITAL GRANT FUNDS FROM THE FEDERAL TRANSIT ADMINISTRATION

Passed: All present voting "aye."

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**9. Consideration of a Resolution to Approve the Public Declaration Letter to the Federal Aviation Association for Drone Use by City Departments (AF-241-2024) (Floyd Bailey)**

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

**RESOLUTION NO. 2025-042** A RESOLUTION AUTHORIZING THE CITY ATTORNEY TO EXECUTE A PUBLIC DECLARATION LETTER SEEKING A CERTIFICATE OF WAIVER/ AUTHORIZATION OF UNMANNED AIRCRAFT AS A PUBLIC AIRCRAFT OPERATOR FOR PURPOSES OF CERTAIN GOVERNMENT FUNCTIONS AS DEFINED IN 49 U.S.C. § 40125 AND AUTHORIZING EXECUTION OF ANY OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

**10. Consideration of a Resolution Ratifying the Mayor's Signature on the TDOT Agreement Amendment 2 for Main Street Redevelopment Project (AF-234-2024) (Ryan McReynolds)**

Motion made by Alderman Duncan, Seconded by Alderman Phillips.

**RESOLUTION NO. 2025-043** A RESOLUTION RATIFYING THE MAYOR'S SIGNATURE ON AMENDMENT NUMBER 2 TO AGREEMENT NUMBER 160028 WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR THE MAIN STREET REDEVELOPMENT PROJECT; AUTHORIZING THE MAYOR TO EXECUTE ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT OR THIS RESOLUTION

Passed: All present voting "aye."

**11. Consideration of a Resolution Adopting the ARCH Written Standards for the Emergency Solutions Grant (ESG) as a Condition of Receiving the 2024 THDA ESG Award (AF 228-2024) (Michael Price)**

Motion made by Alderman Montgomery, Seconded by Alderman Cooper.

**RESOLUTION NO. 2025-044** A RESOLUTION ADOPTING WRITTEN STANDARDS FOR THE 2024 TENNESSEE HOUSING DEVELOPMENT AGENCY EMERGENCY SOLUTIONS GRANT

Passed: All present voting "aye."

**12. Consideration of a Resolution to Award the Construction Contract to Preston Construction Co. for the Justice Center New Expansion and Renovation Project (AF-235-2024) (Ryan McReynolds)**

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

**RESOLUTION NO. 2025-045** A RESOLUTION AWARDDING THE BID FOR THE JUSTICE CENTER NEW EXPANSION AND RENOVATION PROJECT TO PRESTON CONSTRUCTION COMPANY 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."

**XII. CONSENT AGENDA** None.

### **XIII. COMMUNICATIONS**

#### **1. City Manager**

Mr. McCartt thanked the Mayor and Alderman Olterman for serving the city and country in so many ways, noting they will be missed.

#### **2. Mayor and Board Members**

Alderman Montgomery stated his appreciation for serving with the board and the friendship they have made. Alderman Phillips said it has been an honor serving with Alderman Olterman over the last five years and he has set a great example. To the mayor Mr. Phillips stated he has appreciated the way he has defended the board and explained many things to citizens. He also mentioned even when they disagree it hasn't affected their friendship, and he has learned a lot. Alderman Olterman stated DB had a football game this Friday and encouraged everyone to support them. Alderman Duncan expressed appreciation to Alderman Olterman and the Mayor for their service to the community and pointed out it will be hard to be matched. He noted the mayor's leadership through the obstacles in his tenure as well as Tommy's years of dedication and attitude of being an athlete. Alderman Cooper echoed the previous comments noting it was an honor and a privilege working alongside Alderman Olterman and Mayor. She apologized in advance for missing the new board's first meeting. Vice-Mayor George commented the United Way recently put out a map listing places for food and shelters available in town. She stated she was the only person who didn't know Tommy when he first joined the board nine years ago and remarked she's really enjoyed their time together as he has brought a lot to the table and she has learned a lot. To the mayor she stated she has enjoyed serving as Vice-Mayor even though he never missed a meeting, noting he has done a wonderful job communicating to the citizens and handling the meetings during challenging times. Mayor Shull confirmed their last day is August 31 and pointed out Alderman Montgomery will do a wonderful job as mayor but he can

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call on him anytime. He addressed each board member: Alderman Phillips has been the fastest learner as the youngest board member; Alderman Olterman shared a lot of memories of old Kingsport from being an outstanding athlete to a dedicated servant and he was honored to go out together; Alderman Duncan is always at a public event because he loves Kingsport and serving the citizens; Alderman Cooper also serves as Director of Friends in Need and it is no surprise as she is a caring, compassionate and competent person. He also stated he will never see a Christmas tree and not think of her; Vice-Mayor George and he both served on the county commission together as well as the BMA and he can always count on her to stay true and thoughtful to her beliefs with talent, initiative and common sense; City Manager McCartt has handled rising through the ranks really well and has achieved great results. He thanked him for always being there, noting citizens will continue to have a good board and staff. People first, mission always.

**XIII. ADJOURN**

Seeing no other business for consideration, Mayor Shull adjourned the meeting at 8:12 p.m.

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ANGELA MARSHALL  
Deputy City Recorder

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PATRICK W. SHULL  
Mayor