Study Session Minutes

The Shelbyville City Council met in Regular Study Session on Tuesday, January 5, 2016 at the Shelbyville Parks & Recreation Center Meeting Room. Mayor Cartwright called the session to order at 6:00 p.m. The following members were present: Councilmember Landers, Councilmember Christie, Councilmember Pruitt, and Councilmember Meek. Councilmember Feldhaus arrived at 6:06. Councilmember Rose was absent. Also present was City Manager Jay Johnson, City Treasurer Jamey Owen, City Attorney Ginger B. Shofner, and City Recorder Shanna Boyette.

The first item on the Agenda was Flume Emergency Repair & Replacement Report given by Public Works Director Mark Clanton. To date, two sections approximately 135 ft. have been installed. The third section is scheduled to be set the middle of next week. Backfilling of the pipe continues as well.

Review and discussion of proposed City Charter was the next item on the Agenda. There is one outstanding section, Section 18.3 Hotel/Motel Tax that needs to be finalized. The final decision was to leave the language in Section 18.3 of the Charter as it reads in the current Charter.

The next item on the Agenda was review and discussion of Employee Health Insurance. Wendell Agnew was recognized by the Mayor to speak on this item. Discussion ensued on fully ensured vs. self-insured options as well as the bid process for insurance.

Review and discussion of Highway 231 North at Frank Martin Rd. was the next item before the Council. Brief discussion ensued on installation of a Universal No Right Turn Sign. Public Works Director Mark Clanton reported that his Department will make and install the sign of which the Council agreed.

Review of North Main Street Traffic Study was the reviewed by all. Review of the report indicated that it is in accordance with state standards and Intersection Levels of Service, grade letters were additionally reviewed. The study indicated that a traffic signal at Palmer Drive and 231 would be acceptable and it was staff recommendation to accept/receive the report as an action item and staff may come back later with a proposal.

The next item on the Agenda was review and discussion of possible FY 2016-2017 STP Projects. The Council received a memo with staff proposals for multiple projects including: traffic signals project, new signal improvements & intersection of Madison & Deery, Improvements to a complete signalized intersection of Airport Industrial Park Rd and Hwy 231 North, New traffic signal at N. Main & Palmer Drive. Approximately $265,000 to $280,000 available funds with 20% local match.

Review and discussion of proposed Interlocal Agreement with Bedford County Emergency Communication District was before the Council. City Manager Johnson informed the Council that a letter had been received from Phillip Noel of EMA for proposed Interlocal Agreement. Police chief Phillips was recognized by the Mayor and provided an overview of current system in place. Brief history of city attempt of an Agreement proposed in July 2014 was stated with no formal response being received. Budget costs were also discussed. It was noted that currently there is no Interlocal Agreement in place and such request would require extensive review. Additional discussion ensued on

funding and alternative options for such service as a PSAP. A Technical Advisory Committee was also mentioned.

The 2016 Goals for Operating Departments was also received by Council.

Items of Old Business for the Agenda were as follows:

Ordinances on Third & Final Reading-NONE

Ordinances on Second Reading-Two

- An Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by rezoning 1108 Green Lane (Tax Map 078J, Group A, Parcel 12.01) from R-2 (Low Density Residential) to C-2 (Highway Service District) and repealing any Ordinance or part of an Ordinance in conflict herewith
- An Ordinance establishing pet adoption fees and providing for an effective date of March 1, 2016

There were four Ordinances on First Reading:

- An Ordinance of the Shelbyville City Council to amend the Zoning Map by assigning to the Chesapeak neighborhood in the Union Station subdivision, an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016
- An Ordinance of the Shelbyville City Council to amend the Zoning Map by assigning to the Hartford neighborhood in the Union Station subdivision, an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016
- An Ordinance of the Shelbyville City Council to amend the Zoning Map by assigning to the Portsmouth neighborhood in the Union Station subdivision, an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016
- An Ordinance of the Shelbyville City Council to amend the Zoning Map by assigning to the McKeesport neighborhood in the Union Station subdivision, an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016

There were three Resolutions:

- A Resolution authorizing submittal of proposed City Charter to Tennessee General Assembly
- A Resolution authorizing the official Delegation to the 2016 Tennessee Municipal League Legislative Issues Conference in Nashville, Tennessee for March 14-15

- A Resolution authorizing submittal of Community Block Grant application to the State of TN for purpose of eliminating Blight and support neighborhood revitalization

New Business items included:

Certificate of Compliance for Food Lion-Zoning and Background check 10 year are in order

Surplus items were presented

Amendments to Union Station Agreement-Will be provided before the meeting, language amendment to bank letter

Land Site Agreement with TDOT- Airport Manager Justin Heid presented, this agreement is for the AWOS system. It was noted that repairs were needed

Defined Benefit Contribution and 401K Retirement Plans for new adopting resolution and funding policy, new adoption agreement, new summary plan description (SPD), and new QRDO procedures was the next business item with staff indicating that there were no changes to the plans, strictly law changes and for the purpose of being in compliance with new laws.

Bid Awards and Purchasing Items were the next item on the Agenda. The first being Airport Cameras. It was recommendation of the Bid Committee to award Bid to Eye in the Sky of Nashville TN for $22,993.00 to include one year of onsite service and tech support for $840.00 for a total of $23,833.00 This item is grant funded recognizing that the grant award is for $23,000 with a 5% local match. It was requested that the uniforms (city-Wide) be deferred until next month for consideration. The last item was the Fireworks-option to renew with Pyro Shows, Inc. of LaFollette, Tennessee.

The Mayor has one appointment to the Board of Zoning Appeals.

There being no additional items to discuss, Mayor Cartwright adjourned the session at 7:32 p.m.

APPROVED:

Wallace Cartwright, Mayor

ATTEST:

Shanna Boyette, City Recorder

Approved as to form:

City Attorney Ginger B. Shofner

City Council Meeting Minutes

The Shelbyville City Council met in Regular Session on Thursday, January 14, 2016 at the Shelbyville Recreation Center Meeting Room. Mayor Wallace Cartwright called the meeting to order at 6:00 p.m. Roll was called and the following members were present: Councilmember Christie, Councilmember Rose, Councilmember Landers, Councilmember Feldhaus, and Councilmember Pruitt. Councilmember Meek was absent. Also present were City Manager Jay Johnson, City Treasurer Jamey Owen, City Attorney Ginger B. Shofner, and City Recorder Shanna Boyette. Brother Ron Adams led the Invocation and the City Council led the Pledge of Allegiance.

The first item of business was approval of the Agenda. City Manager Johnson requested one item be added to the Agenda; consideration of a Resolution to for an AFG Homeland Security Grant Application. Councilmember Landers made a motion to approve the Agenda, seconded by Councilmember Pruitt, and carried unanimously upon oral vote. Councilmember Pruitt made a motion to approve the Agenda as amended, seconded by Councilmember Rose, and carried unanimously upon oral vote.

Approval of the minutes from the previous meetings was the next order of business. Mayor Cartwright called for any corrections to any of the minutes submitted for the following meetings: Regular Study Session December 1, 2015 , Executive Session December 1, 2015, and Regular Council Meeting December 10, 2015. Hearing none, Councilmember Feldhaus made a motion to approve all minutes, seconded by Councilmember Christie, and carried unanimously upon oral vote.

Mayor Cartwright closed the Regular Session Meeting at 6:04 p.m. to hold a Public Hearing on the following:

- An Ordinance to amend the Shelbyville Zoning Map by rezoning 1108 Green Lane Tax Map 078 J Group A Parcel 12.01 from (Low Density Residential) to C-2 Highway Service District)
- An Ordinance establishing Pet Adoption Fees and providing for an effective date

There were no comments or discussion on eithr Ordinance. Therefore, Mayor Cartwright closed the Public Hearing and Re-opened the Business Meeting at 6:05 p.m.

Prior to the consideration of further business items, Mayor Cartwright recognized members in attendance from Leadership Bedford.

Councilmember Rose made a motion to allow the City Attorney to read caption only on Ordinances. The motion was seconded by Councilmember Christie, and carried unanimously upon oral vote.

There were no Ordinances on Third & Final Reading.

There were two Ordinances on Second Reading.

The first being an Ordinance to amend the Shelbyville Zoning Map by rezoning 1108 Green Lane, Tax Map 078 J Group A Parcel 12.01 from (Low Density Residential) to C-2 (Highway Service District)

Councilmember Christie made a motion to approve, seconded by Councilmember Landers, and carried unanimously upon roll call vote. There was no discussion of Ordinance.

The next Ordinance on Second Reading was an Ordinance establishing Pet Adoption Fees and providing for an effective date. Councilmember Pruitt made a motion to approve, seconded by Councilmember Rose, and carried unanimously upon roll call vote. Councilmember Feldhaus inquired on effective date of said Ordinance with staff response of a March 1, 2016 effective date.

There were four Ordinances on First Reading.

The first being an Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by assigning to the Chesapeak neighborhood in the Union Street subdivision an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016. Councilmember Landers made a motion to approve, seconded by Councilmember Pruitt, and carried unanimously upon roll call vote.

The next Ordinance was an Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by assigning to the Hartford neighborhood in the Union Street subdivision an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016. Councilmember Rose made a motion to approve, seconded by Councilmember Pruitt, and carried unanimously upon roll call vote.

The next item was an Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by assigning to the Portsmouth neighborhood in the Union Street subdivision an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016. Councilmember Feldhaus made a motion to approve, seconded by Councilmember Landers, and carried unanimously upon roll call vote. City Manager Johnson acknowledged residency in the Portsmouth neighborhood and further commented that he did not participate in the preparation of said Ordinance.

The final Ordinance on First Reading was an Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by assigning to the McKeesport neighborhood in the Union Street subdivision an underlying zone of R-4 to the existing Residential Planned Unit Development Designation; establishing a Public Hearing Date of February 11, 2016. Councilmember Christie made a motion to approve, seconded by Councilmember Pruitt, and carried unanimously upon roll call vote.

Resolutions were then in order.

Prior to the reading of the first Resolution, Councilmember Christie made a motion to allow City Attorney to read caption only on the Resolution regarding Charter amendment. The motion was seconded by Councilmember Rose, and carried unanimously upon oral vote.

The next item of business was a Resolution authorizing submittal of proposed City Charter to the Tennessee General Assembly. Councilmember Landers made a motion to approve, seconded by Councilmember Pruitt, and carried unanimously upon roll call vote.

The next item on the Agenda was a Resolution authorizing the official Delegation to the 2016 Tennessee Municipal League Issues Conference in Nashville, Tennessee for March 14 and March 15, 2016. Councilmember Feldhaus made a motion to approve the Resolution, seconded by Councilmember Landers, and carried unanimously upon roll call vote.

A Resolution authorizing submittal of Community Block Grant Application to the State of TN for purpose of eliminating Blight and supporting neighborhood revitalization. Mayor Cartwright called for a motion. There was no motion for the Resolution. Therefore the Resolution died for lack of a motion.

The next item of business was consideration of a Resolution AFG Grant. Councilmember Rose made a motion to approve, seconded by Councilmember Landers, and carried unanimously upon roll call vote.

Business Items were then in order.

Councilmember Landers made a motion to approve the Accounts Payable for December 2015. The motion was seconded by Councilmember Rose and carried unanimously upon roll call vote.

Mayor Cartwright declared that the Treasurer's Report and Various Department Reports would be received as submitted.

Councilmember Pruitt made a motion to acknowledge receipt of the following :

- Flume Emergency Repair & Replacement Status Report
- Calendar Year 2016 Goals for Operating Departments
- 2016-2017 possible STP projects
- North Main Street Traffic Study

The motion was seconded by Councilmember Landers and carried unanimously upon oral vote.

Councilmember Christie made a motion to authorize the Mayor's signature for Certificate of Compliance as requested by Food Lion. The motion was seconded by Councilmember Feldhaus and carried unanimously upon roll call vote. City Attorney Shofner provided an update on General Certificate provided by MTAS and noted that all requirements with request for Food Lion look to be in order; further noting the responsibility of background check and zoning requirements set forth in TCA.

Councilmember Christie made a motion authorizing requested amendments as they relate to approved Agreement with CB&S Bank regarding Union Station subdivision. The motion was seconded by Councilmember Rose. City Attorney Shofner provided comments noting that the original agreement was approved at the December 10th Council Meeting and the copy of the Agreement before the Council at this time denotes amendments requested by the Bank Board. The Bank Board was requesting language be inserted into the document specific to street improvement responsibility. This the only amendment request within the document. There being no further comments the motion was approved unanimously upon roll call vote.

Councilmember Feldhaus made a motion to approve a Land Site Agreement with TDOT for the new automated Weather Observation System for Bomar-Field Shelbyville Municipal Airport. The motion was seconded by Councilmember Landers and carried unanimously upon roll call vote.

The next item on the Agenda was consideration of a motion for New Plan Documents from City of Shelbyville Employee Defined Benefit Contribution and 401 K Retirement Plans specifically related to: New Adopting Resolution and Funding Policy, New Adoption Agreement, New Summary Plan Description, and New QDRO Procedures. Councilmember Christie made a motion to defer until the February Meeting and to request that Acuff representative attend the February Study Session to discuss the changes with the Council. The motion was seconded by Councilmember Feldhaus and approved unanimously upon oral vote.

Purchasing/Bid Items were then in order.

Councilmember Christie made a motion to declare the following items Surplus to sell on Gov Deals:

- Toshiba phone system/desk sets; Shelbyville Recreation Center
- John Deere Trail Buck 650 Utility Vehicle (1); Airport
- 1988 Mack Road Tractor (1); Public Works
- 1993 GMC 1-ton truck w/dump bed (1); Public Works

The motion was seconded by Councilmember Landers and carried unanimously upon oral vote.

Councilmember Pruitt made a motion to declare the following item as surplus to scrap:

- Court Room Chairs; Police Department

The motion was seconded by Councilmember Feldhaus and carried unanimously upon oral vote.

Councilmember Feldhaus made a motion to purchase Airport Security Camera System from Eye in the Sky Nashville, TN lowest and responsive bidder in the amount of $23,883.00 as recommended by the Bid Committee. The motion was seconded by Councilmember Landers and carried unanimously upon roll call vote.

The final item of business was consideration of a motion to renew Fireworks Display for the 4th of July H.V. Griffin Park with Pyro Shows Inc., La Follette, TN in the amount of $10,300.00. Councilmember Landers made a motion to approve the renewal contigent upon Bedford County paying one half of the $10,300.00. The motion was seconded by Councilmember Pruitt and carried unanimously upon roll call vote.

Appointments were then in order.

Mayor Cartwright appointed Andrea McCullough to the Board of Zoning Appeals to fill Bo Gill's unexpired term.

Announcements included the following:

- City Hall will be closed Monday, January 18, 2016 in observance of Martin Luther King Day
- Holiday Trash Schedule will be as follows-Monday, January 18, 2016 trash will be picked up on Tuesday, January 19, 2016. Councilmember Landers noted that he liked the Public Works Holiday Signs of which all Council agreed.

There being no further business Mayor Cartwright adjourned the meeting at 6:30 p.m.

APPROVED:

Wallace Cartwright, Mayor

ATTEST:

Shanna Boyette, City Recorder

APPROVED AS TO FORM:

Ginger B. Shofner, City Attorney