

Study Session Meeting Minutes

The Shelbyville City Council met in Regular Study Session on Tuesday, February 2, 2016 at the Shelbyville Recreation Center Meeting Room. Mayor Wallace Cartwright called the session to order at 6:00 p.m. The following were present: Councilmember Pruitt, Councilmember Feldhaus, Councilmember Landers, Councilmember Rose, Councilmember Meek, and Councilmember Christie. Also present were City Manager Jay Johnson, City Attorney Ginger B. Shofner, City Treasurer Jamey Owen, and City Recorder Shanna Boyette.

Mayor Cartwright called for any additions or deletions to the Agenda. City staff requested that item number nine; review & discussion of proposed Stormwater Drainage Project Request -Jefferson Street-Mr. Harold Segroves be removed from the Agenda. A request was made to add Wage Works Agreement to the Agenda.

The first discussion item was of proposed amendments to the Employee Pension Plan Documents deferred from January. It was reported that Councilmember Feldhaus had reviewed the documents and met with city staff members and the documents were in order. There were some recommended changes to the document, but staff was advised that the documents must first be voted on and approved and an amendment template would follow. The item will remain on the Agenda for consideration.

The Flume Emergency Repair and Replacement Status Report was the next item on the Agenda presented by Public Works Director Mark Clanton. It was reported that the flume is connected and in the ground and that all concrete for the tube is complete with the exception of approximately 90 ft. to be completed on Friday. Projected completion date is set for the end of the month. Financial update and review of the project was also given.

City Treasurer Jamey Owen provided the FY 2016 Mid-Year Status and Financial Report to the Mayor and Council. The cash balance is \$8,199,852.19. Information was provided on cash flow, unrestricted funds, and restricted funds along with year to date general fund summary, top revenues, sales tax, business tax, and Hotel/Motel taxes.

The next item on the Agenda was review of proposed Ordinance amending the adopted 2015-2016 Annual Budget to reflect mid-year fiscal year adjustments for Revenues and Expenditures in various funds. It was reported that the 500,000 reserve for the flume will be a line item in the requested Ordinance. A public hearing date is scheduled for March 10, 2016.

A proposed Ordinance amending the adopted FY 2015-2016 Annual Budget by transferring and incorporating Solid Waste Fund into the General Fund was then presented. A public hearing date is scheduled for March 10, 2016.

The next item was review and discussion of proposed FY 2017-2021 Capital Improvements Program (CIP) Guide. This is a preliminary guide for capital items. This will not be an item of the February Agenda, but that of March.

Review and discussion of Calendar Year 2015 Safety Report was presented by Dawn Hobbs.

Review and discussion of Calendar Year 2015 Annual Reports was the next item on the Agenda. These reports were created by the Department Directors.

Items of Old Business included two Ordinances on 3rd and Final Reading with a request to defer the Pet Adoption Fee Ordinance for one month.

- 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 An Effective Date of March 1, 2016

There were four Ordinances on Second Reading with a request for amendment to all four signifying that the R-4 designation is that of the 2004 Zoning designation. They were as follows:

- An Ordinance of the Shelbyville City Council to Amend the Zoning Map by Assigning to the Chesapeake Neighborhood in the Union Station Subdivision, an Underlying Zone of R-4 to the Existing Residential Planned Unit Development Designation
- 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
- 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
- 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

There were six Ordinances on First Reading presented to Council. They were as follows:

- An Ordinance of the Shelbyville City Council to Amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38, Owned by Hwy 231 N. Investors, From I-1 (Light Industrial) to C-2 (Highway Service District) and to Repeal Any Ordinance or Part of an Ordinance in Conflict Herewith; Establishing Public Hearing Date of March 10, 2016
- An Ordinance of the Shelbyville City Council to Amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38.05, Owned by First Community Bank of Bedford County, From I-1 (Light Industrial) to C-2 (Highway Service District) and to Repeal Any Ordinance or Part of an Ordinance in Conflict Herewith; Establishing Public Hearing Date of March 10, 2016
- An Ordinance of the Shelbyville City Council to Amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38.06, Owned by PMST General Partnership, From I-1 (Light Industrial) to C-2 (Highway Service District) and to Repeal Any Ordinance or Part of an Ordinance in Conflict Herewith; Establishing Public Hearing Date of March 10, 2016

- An Ordinance of the Shelbyville City Council to Amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38.07, Owned by PMST General Partnership, From I-1 (Light Industrial) to C-2 (Highway Service District) and to Repeal Any Ordinance or Part of an Ordinance in Conflict Herewith; Establishing Public Hearing Date of March 10, 2016
- An Ordinance of the Shelbyville City Council to Amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38.08, Owned by PMST General Partnership, From I-1 (Light Industrial) to C-2 (Highway Service District) and to Repeal Any Ordinance or Part of an Ordinance in Conflict Herewith; Establishing Public Hearing Date of March 10, 2016
- An Ordinance of the Shelbyville City Council to Amend the Shelbyville Zoning Map by Rezoning Tax Map 78, Parcel 41.14, Owned by Andy Smith and Reggie Smith, From R-2 (Low Density Residential) to R-4 (High Density Planned Residential Development) and to Repeal Any Ordinance or Part of an Ordinance in Conflict Herewith; Establishing Public Hearing Date of March 10, 2016

There was one Resolution presented:

- A Resolution Endorsing A Grant Application to the Tennessee Department of Economic & Community Development for Infrastructure Improvements for the Commerce Business Park

Business items presented and discussed were as follows:

- A. Consideration of Parks & Recreation Board Recommendation for Adoption of Master Plan for H.V. Griffin Park-this is with Ragan Smith Engineering
- B. Consideration of Parks and Recreation Board Recommendation for Cardiac Policy
- C. Consideration of Professional Services Agreement Change Order, Garver Engineering, Apron & Taxiway Project Rebid
- D. Consideration of a Motion for the Mayor and City Attorney to Sign a Professional Services Agreement with Garver Engineering Related to Runway Safety Area (RSA)
- E. Consideration of a Motion for the Mayor and City Attorney to Sign a Professional Services Agreement with Garver Engineering Related to Project Hangar Development
- F. Consideration of a Motion to Authorize the Mayor and City Attorney to Sign TDOT Agreement Amendment, TAP Phase II Sidewalks
- G. Consideration of Offer for Purchase of Antique Fire Truck
- H. Consideration of Request to TDOT for Updated Warrant Study for Traffic Signal at Airport Business Park Drive at 231 North
- I. Authorizing Submittal to TDOT of North Main Traffic Study-Signal Warrant for North Main Street at Palmer Drive
- J. Consideration of Amendment to Professional Services Agreement with Five Points for ACA Consulting
- K. Review and Discussion of TDOT ADA Transition Plan (Title II); Consider Creating an Advisory Committee-This is recommended to be at 5-7 member Committee
- L. Review & Discussion of Amended Participation Agreement with ICMA-RC (Vantage Trust) for HSA Funds

M. Wage Works Agreement-three year agreement for COBRA service. Discussion of modifying to 1yr or changing provider. City Manager Johnson will inquire and report back to the Council.

Bids for discussion were in regards to Uniform Service. Lori Saddler, Purchasing Agent presented to the Council, reporting that Aramark was the overall lowest bidder for one year contract and was recommendation of the Bid Committee.

There will be a point of clarification on BZA appoint from January on the Agenda.


There being no other discussion, the meeting adjourned at 7:58 p.m.

APPROVED:



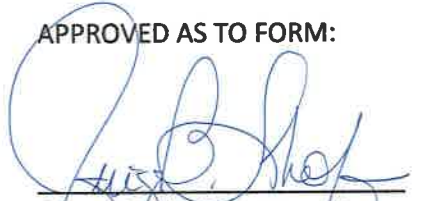
Wallace Cartwright, Mayor

ATTEST:



Shanna Boyette, City Recorder

APPROVED AS TO FORM:



Ginger B. Shofner, City Attorney

City Council Meeting Minutes

The Shelbyville City Council met in Regular Session on Thursday, February 11, 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 Meek, Councilmember Landers, Councilmember Feldhaus, and Councilmember Pruitt. Also present were City Manager Jay Johnson, City Treasurer Jamey Owen, City Attorney Ginger B. Shofner, and City Recorder Shanna Boyette. Invocation was led by Pastor Lopez of the United Pentecostal Church and the Pledge of Allegiance was led by the Council.

Prior to the Meeting Mayor Cartwright presented a Proclamation for Spay Day 2016 to Kimberly Warren and Dianne Forbes of Middle Tennessee Spay & Neuter Clinic thanking them for their efforts. Mrs. Warren thanked the City Officials for their support.

The first item of business was approval of the Agenda. Mayor Cartwright called for any additions or deletions to the Agenda. There was a request for three additions to the Agenda, a request for one item to be deferred, and for one item to be tabled. Councilmember Rose made a motion to approve the Agenda as amended, seconded by Councilmember Christie, and carried unanimously upon oral vote. Mayor Cartwright called for vote on Agenda as amended and carried unanimously upon oral vote.

The next order of business was approval of minutes as follows: Regular Study Session of January 5, 2016 and Regular Council Meeting of January 14, 2016. Councilmember Landers made a motion to approve both sets of minutes as submitted, seconded by Councilmember Meek, and carried unanimously upon oral vote.

Mayor Cartwright closed the Regular Business Meeting to hold a Public Hearing at 6:08 on the following Ordinances:

- 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
- 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
- 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
- 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

Comments were received by City Attorney Shofner explaining that there was a request to amend all four Ordinances before the Council at the Second Reading for said Ordinances in order to clarify the R-4 Designation is the definition included in the 2004 Zoning Ordinance. There being no further comments the Public Hearing was closed at 6:11 p.m.

Items of Old Business were then in order.

Councilmember Meek made a motion to allow City Attorney to read caption only on all Ordinances. Councilmember Landers seconded the motion and carried unanimously upon oral vote.

There were two Ordinances on Third & Final 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 (Low Density Residential) to C-2 (Highway Service District). Councilmember Landers made a motion to approve, seconded by Councilmember Pruitt, and carried unanimously upon roll call vote. There was no discussion.

An Ordinance establishing Pet Adoption Fees and providing for an effective date was deferred for one month upon adoption of the Agenda.

There were four Ordinances on Second Reading.

The first being an Ordinance of the Shelbyville City Council to amend the Zoning Map by assigning to the Chesapeake neighborhood in the Union Station subdivision, an underlying zone of R-4 to the existing Residential Planned Unit Development Designation. Councilmember Feldhaus made a motion to approve the Ordinance as amended to include reference to the 2004 Zoning District. The motion was seconded by Councilmember Meek and carried unanimously upon roll call vote.

The next item was 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. Councilmember Feldhaus made a motion to approve the Ordinance as amended to include reference to the 2004 Zoning District. The motion was seconded by Councilmember Pruitt and carried unanimously upon roll call vote.

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 was the next item of business. Councilmember Feldhaus made a motion to approve the Ordinance as amended to include reference to the 2004 Zoning District. Councilmember Pruitt seconded the motion and carried unanimously upon roll call vote.

The final Ordinance on Second Reading was 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. Councilmember Feldhaus made a motion to approve the Ordinance as amended to include reference to the 2004 Zoning District. The motion was seconded by Councilmember Meek and carried unanimously upon roll call vote.

Items of New Business were then in order.

An Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38, Owned by Hwy 231 N. Investors, From I-1 (Light Industrial) to C-2 (Highway Service District) and to repeal any Ordinance or part of an Ordinance in conflict herewith; establishing Public Hearing Date of March 10, 2016 was the next item of business. Councilmember Landers 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 Rezoning Tax Map 50, Parcel 38.05, owned by First Community Bank of Bedford County, from I-1 (Light Industrial) to C-2 (Highway Service District) and to repeal any Ordinance or part of an Ordinance in conflict herewith; establishing Public Hearing Date of March 10, 2016. Councilmember Christie made a motion to approve, seconded by Councilmember Meek and carried unanimously upon roll call vote.

An Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by rezoning Tax Map 50, Parcel 38.06, Owned by PMST General Partnership, From I-1 (Light Industrial) to C-2 (Highway Service District) and to repeal any Ordinance or part of an Ordinance in conflict herewith; establishing Public Hearing Date of March 10, 2016 was the next item on the Agenda. Councilmember Pruitt made a motion to approve, seconded by Councilmember Rose, and carried unanimously upon roll call vote.

An Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38.07, owned by PMST General Partnership, from I-1 (Light Industrial) to C-2 (Highway Service District) and to repeal any Ordinance or part of an Ordinance in conflict herewith; establishing Public Hearing Date of March 10, 2016 was then before the Council. 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 an Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by Rezoning Tax Map 50, Parcel 38.08, owned by PMST General Partnership, From I-1 (Light Industrial) to C-2 (Highway Service District) and to repeal any Ordinance or part of an Ordinance in conflict herewith; establishing Public Hearing Date of March 10, 2016. Councilmember Feldhaus made a motion to approve, seconded by Councilmember Meek, and carried unanimously upon roll call vote.

An Ordinance of the Shelbyville City Council to amend the Shelbyville Zoning Map by rezoning Tax Map 78, Parcel 41.14, owned by Andy Smith and Reggie Smith, from R-2 (Low Density Residential) to R-4 (High Density Planned Residential Development) and to repeal any Ordinance or part of an Ordinance in conflict herewith; establishing Public Hearing Date of March 10, 2016 was the next item on the Agenda. Councilmember Christie made a motion to approve, seconded by Councilmember Feldhaus and carried unanimously upon roll call vote.

The next item was an Ordinance amending the adopted FY 2015-2016 Annual Budget to reflect Mid-Year Adjustments for Revenues & Expenditures in various funds; establishing a Public Hearing Date of March 10, 2016. Councilmember Pruitt made a motion to approve, seconded by Councilmember Landers and carried unanimously upon roll call vote.

The final ordinance on First Reading was an Ordinance amending the adopted FY 2015-2016 Annual Budget by transferring and incorporating Solid Waste Fund into the General Fund and establishing a Public Hearing Date of March 10, 2016. Councilmember Rose made a motion to approve, seconded by Councilmember Landers and carried unanimously upon roll call vote.

Resolutions were then in order.

The only Resolution before the Council was a Resolution endorsing a grant application to the Tennessee Department of Economic Community Development for Infrastructure for the 231 Commerce Business Park. Councilmember Landers made a motion to approve, seconded by Councilmember Rose, and carried unanimously upon roll call vote.

Business Items were then in order.

Councilmember Meek made a motion to approve the January 2016 Accounts Payable. The motion was seconded by Councilmember Pruitt and carried unanimously upon roll call vote.

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

The next business item was consideration of a motion to acknowledge receipt on the following:

- Flume Emergency Repair & Replacement Status Report
- 2015 Safety Report
- 2015 Annual Reports
- FY 2016 Mid-Year Status and Financial Report

Councilmember Feldhaus made a motion to acknowledge receipt, seconded by Councilmember Landers, and carried unanimously upon oral vote.

Councilmember Rose made a motion authorizing the adoption of Master Plan for H.V. Griffin Park as recommended by the Parks and Recreation Board. Councilmember Pruitt seconded the motion and carried unanimously upon oral vote.

Councilmember Feldhaus made a motion to authorize Cardiac Policy for the Parks and Recreation Department as recommended by the Parks and Recreation Board. The motion was seconded by Councilmember Meek and carried unanimously upon oral vote.

Councilmember Feldhaus made a motion authorizing the Mayor and City Attorney to sign Professional Services Agreement Change Order with Garver Engineering for the Apron and Taxiway Project Re-Bid. The motion was seconded by Councilmember Landers and carried unanimously upon roll call vote. The grant is a 95/5 split.

The next item 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, New QDRO Procedures. Councilmember Feldhaus made a motion to approve, seconded by Councilmember Christie, and carried unanimously upon roll call vote. It was reported that this item incorporates all the changes from the last 5 years. The discussion of proposed changes will come back before the Council at a later date with the amended language.

Councilmember Feldhaus made a motion authorizing the Mayor and City Attorney to sign Professional Services Agreement with Garver Engineering related to Runway Safety Area (RSA). The motion was seconded by Councilmember Pruitt and carried unanimously upon roll call vote. This is a 95/5 split for Design only.

Councilmember Feldhaus made a motion to authorize the Mayor and City Attorney to sign a Professional Services Agreement with Garver Engineering related to Project Hangar Development. The motion was seconded by Councilmember Rose and carried unanimously upon roll call vote. This is a 95/5 split.

The next item on the Agenda was consideration of a motion to authorize the Mayor and City Attorney to sign TDOT Agreement, TAP Phase II Sidewalks. Councilmember Landers made a motion to approve, seconded by Councilmember Meek, and carried unanimously upon roll call vote.

Councilmember Landers made a motion to authorize the City Manager to send letter of request to TDOT for updated Study for Traffic Signal at Airport Business Park Drive at 231 North. The motion was seconded by Councilmember Rose and carried unanimously upon roll call vote.

The next item was consideration of a motion authorizing City Manager to submit letter to TDOT in regards to N. Main Traffic Study-Signal Warrant for North Main Street at Palmer Drive. Councilmember Feldhaus made a motion to authorize, seconded by Councilmember Christie, and carried unanimously upon roll call vote.

Councilmember Pruitt made a motion authorizing the Mayor to sign amendment for Professional Services Agreement with Five Points ACA. The motion was seconded by Councilmember Landers and carried unanimously upon roll call vote.

A request was made in the amended Agenda to defer consideration of a motion authorizing Mayor to sign amended Participation Agreement with ICMA-RC (Vantage Trust) for HSA Funds.

The item authorizing the Mayor to sign a one year Professional Services Agreement with Wage Works Inc. for COBRA Administration was tabled indefinitely.

The next item was the added item of consideration to amend Blue Cross Blue Shield Contract to include COBRA Administration. Councilmember Feldhaus made a motion to approve, seconded by Councilmember Pruitt and carried unanimously upon roll call vote. City Manager Johnson reported that upon contact with Blue Cross Blue Shield the proposed costs were half of Wage Works, Inc.

Purchasing/Bids were then before the Council.

Councilmember Christie made a motion to accept offer from Southern Energy for Surplus 1974 Fire Truck in the amount of \$9000.00. The motion was seconded by Councilmember Meek and carried unanimously upon roll call vote.

Councilmember Landers made a motion to award a one year renewal option for City Department Uniforms to Aramark Uniform Service, lowest overall bidder. The motion was seconded by Councilmember Feldhaus and carried unanimously upon roll call vote.

Councilmember Feldhaus made a motion to purchase two in-unit cameras, TN State Wide Contract for Shelbyville Police Department. The motion was seconded by Councilmember Meek and carried unanimously upon roll call vote. This is funded 100% GHSO Contract.

The next item was consideration of a motion to purchase thirty (30) air packs for the Shelbyville Fire Department. Councilmember Christie made a motion to approve, seconded by Councilmember Pruitt and carried unanimously upon roll call vote. It was reported that there is a need to purchase the air packs for compatibility to the tanks that were recently purchased through a grant. The existing compressor will be an item of surplus.

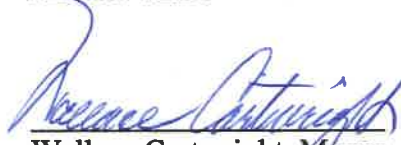
Appointments were then in order.

Mayor Cartwright clarified that appointment the previous month to the Board of Zoning Appeals was Andrea Miller-Davis.

Announcements included that City Hall will be closed Monday February 15th in observance of Presidents Day. Holiday Trash Schedule will be implemented with Monday the 15th's route being picked up on Tuesday the 16th.

There being no further business of the Council, Mayor Cartwright adjourned the meeting at 6:39 p.m.

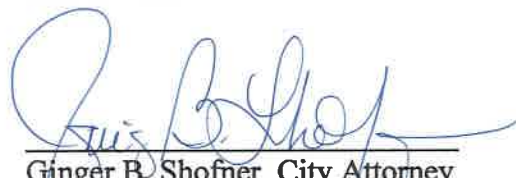
APPROVED:


Wallace Cartwright, Mayor

ATTEST:


Shanna Boyette, City Recorder

APPROVED:


Ginger B. Shofner, City Attorney

