

**MINUTES OF THE CITY OF BRISTOL, TENNESSEE
CITY COUNCIL MEETING**

December 6, 2016

CALL TO ORDER:

The City of Bristol Tennessee City Council meeting was called to order by Mayor Chad Keen on Tuesday, December 6, 2016, at 7:00 p.m. in the Slater Center Auditorium.

ROLL CALL:

Present: Mayor Chad Keen, Vice Mayor Jack Young, Councilwoman Margaret Feierabend, and Councilwoman Lea Powers, and Councilwoman Michelle Reuning.

Others Present: City Manager William L. Sorah, City Attorney Danielle Kiser, City Recorder Tara Musick, and members of City staff.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Major Art Fultz, Salvation Army, gave the Invocation and Councilwoman Powers led the Pledge of Allegiance.

AGENDA ADDITIONS AND/OR CHANGES: None.

PROCLAMATIONS AND RECOGNITIONS:

Tennessee High School Tennis Team – The Tennessee High School Boys’ Tennis Team was recognized for defeating Brentwood High School to win the 2016 TSSAA Class AAA Boys State Team Tennis Championship. Members of the 2016 team were:

Stone Cozart	Jacob Marshall
R. D. Godsey	Charlie Moseley
Austin Henson	Nathan Willis
Andrew Istfan	

Other team accomplishments during the 2016 season included winning the Big 7 Conference, District IAAA, Region IAAA, and Section IAAA Championships.

PRESENTATIONS: None

PUBLIC HEARINGS: None

APPEARANCE OF CITIZENS:

Todd Broughton, 3348 Cardinal Street, Kingsport, Tennessee stated he felt that the Sullivan County school issue needed to be addressed but did not feel that the county was ready to make a decision. He does not feel that it is the right time to issue a large bond.

APPOINTMENTS:

Community Development Advisory Committee - City Council addressed the vacancy of one seat on the Community Development Advisory Committee. Mr. Todd Dolehanty was unanimously appointed to the Community Development Advisory Committee to serve an unexpired term of office ending April 30, 2017.

Health and Education Facilities Board - City Council addressed the vacancy of one seat on the Health and Education Facilities Board. Mr. Michael Miles was unanimously appointed to the Health and Education Facilities Board to serve a term of office ending June 30, 2022.

ORDINANCES AND RESOLUTIONS:

- A. **First Reading of New Ordinances:** None
- B. **Adoption of Ordinances (Second Reading):** None
- C. **Resolutions:**

Resolution 16-108 – A Resolution Approving an Agreement for Professional Consulting Services for a School Facilities Master Plan

City Manager Sorah stated that a school facilities master plan was performed in 2006. The study recommended the consolidation of Fairmount and Central Elementary Schools into a single school. The study also made several additional recommendations including the need for a new middle school. With the possibility of Sullivan County issuing school construction bonds in the near future, it is prudent to review the recommendations developed during the 2006 study to ensure the conclusions remain valid.

Earlier this fall, staff from BTCS and the City reviewed proposals from qualified firms to provide an updated facilities master plan. Following a review process, MGT of America, of Tallahassee, Florida, was recommended to perform the new study. The firm will develop a facilities and site inventory, provide an educational review and establish programmatic priorities,

conduct in-depth facility assessments, perform an analysis of school and community demographics, develop a comprehensive facilities plan update along with budget estimates, develop a prioritization of projects, and prepare and present a final facilities master plan.

The effort will commence with a “kick-off” meeting with the Board of Education, City Council and staff in early January. The final plan will be presented to the Board of Education and City Council during the month of June. The study will be performed for a lump sum of \$88,585. The cost of the study will be shared equally with BTCS.

Resolution 16-108 authorizes the City to enter into a professional services agreement with MGT of America Consulting, LLC to provide the referenced services.

Councilwoman Powers made a motion to approve the resolution, and Mayor Keen seconded the motion. The motion passed by a unanimous roll call vote.

Resolution 16-109 – A Resolution Approving a Letter of Intent for the Sale of Real Property Located at 200 State Street

City Manager Sorah stated that a request was made by the YWCA to enter into a non-binding Letter of Intent for purchase of the property. It is their desire to then negotiate the terms of a purchase agreement. Attorneys representing both parties have recently completed the terms of a Non-Binding Letter of Intent. The terms include the sale of the property for a sum of \$365,613.61, an amount equal to the City’s investment. The Non-Binding Letter of Intent provides for a period of thirty days to finalize a Purchase and Sale Agreement. The YWCA has requested a six month period in which to conduct a capital campaign to seek funding for acquisition of the property. During this period, they will finalize any remaining due diligence efforts with respect to the property. The Letter of Intent does provide the YWCA with the ability to terminate the contract in the event their due diligence discovers conditions that materially impact their use of the property, funding is not adequate to proceed with the property acquisition, or any other reason that would preclude their effective use of the property. This six month period will commence upon the date of full execution of the Letter of Intent.

Resolution 16-109 authorizes the City to enter into a Non-Binding Letter of Intent for the sale of the 200 State Street property. The Bristol YWCA Board of Directors approved this agreement during a called meeting on December 1, 2016.

Councilman Young stated that he appreciated the ongoing conversations that the YWCA had with City Council and their interest and vision for the building.

Kathy Feagins, President, YWCA, stated that they were excited about the opportunity to purchase the building. She went over their plans for the building and their hopes to expand their reach to those in need.

Councilwoman Powers made a motion to approve the resolution, and Councilwoman Feierabend seconded the motion. The motion passed by a unanimous roll call vote.

Resolution 16-110 – A Resolution Endorsing the Joint Legislative Policy of the Tri-Cities for the 2017 Session of the Tennessee General Assembly

City Manager Sorah stated that the resolution endorses the Joint Legislative Policy of the Tri-Cities for the 2017 Session of the Tennessee General Assembly. The legislative policy was jointly developed to provide a unified position regarding key legislative initiatives affecting the communities of Bristol, Kingsport, and Johnson City. The policy was presented in final draft form. The 2017 Policy includes twenty (20) policy objectives grouped into the six subject areas of Education, Economic Development, Annexation, Transportation, Local Revenue, and Public Safety. The presentation of the 2017 Joint Legislative Policy to the state legislative delegation will be on Thursday, January 6, 2016, at Bristol Motor Speedway, Bristol, Tennessee, Tennessee at 8:00 a.m.

Councilman Young stated that he was concerned about expanding revenue sources and the prescription drug sections of the policy.

Councilwoman Feierabend made a motion to approve the resolution, and Councilwoman Reuning seconded the motion. The motion passed by a unanimous roll call vote.

Resolution 16-111 – A Resolution Adjusting Court Costs for Cases in the Bristol Tennessee Municipal Court

City Manager Sorah stated that a request had been made by Bristol's Juvenile and Municipal Courts to assist in the funding of court room security provided by Sullivan County at the Bristol Justice Center. The Sullivan County Sheriff's Office provides a security check point for all courts, including Bristol's Municipal and Juvenile Courts. This check point includes metal detection equipment and personnel to provide a secure entrance to the Justice Center. The security check point is staffed as long as the courts are in session. A request has been made to increase municipal court costs by \$5.00 per citation to assist in the funding of the security check point. Based upon historical data, the \$5.00 increase would generate approximately \$20,000 annually. The Municipal and Juvenile Courts utilize approximately 20% of the court room space on a weekly basis. Sullivan County's annual cost for the security check point is approximately \$100,000. The City of Kingsport approved a similar request to increase court costs for this purpose in June of 2013.

Adjustments to municipal court costs requires city council approval by resolution. Resolution 16-111 authorizes an increase of the current municipal court cost of \$47.25 to \$52.25.

Councilwoman Feierabend made a motion to approve the resolution, and Councilwoman Powers seconded the motion. The motion passed by a unanimous roll call vote.

CONSENT AGENDA:

City Manager Sorah presented the Consent Agenda to Council. Councilwoman Feierabend made a motion to approve the consent agenda, and Vice Mayor Young seconded the motion. The following items were approved by unanimous Council vote:

- Minutes November 1, 2016 City Council Meeting Minutes
- Minutes November 29, 2016 City Council Work Session Minutes
- Resolution 16-105 A Resolution Awarding a Bid for the Purchase of a Police Administrative Vehicle
- Resolution 16-106 A Resolution Awarding a Bid for the Purchase of a Tandem Dump Truck
- Resolution 16-107 A Resolution Adopting Amended and Restated Rules and Procedures of the City Council

BOARD OF EDUCATION LIASON REPORT:

Dr. Lilly thanked the City Council for recognizing the Tennessee High School Tennis Team on their 2017 Championship. He stated that he was excited about the Facilities Bonding going before the Sullivan County Commission at their December 12 meeting. He said that he appreciates the City Council for agreeing to partner in a new School Facility Master Plan. He reported that the School Board dedicated the "Frank Winston Auditorium" on Friday, December 2. He said that renovations on the pool at Tennessee High School would be taking place when swim season is over. He spoke about several donation drives that the schools will be participating in to help families during the Christmas Season.

CITY MANAGER'S REPORT:

City Manager Sorah reminded City Council about several upcoming meetings and events, 1) the Chamber of Commerce for a presentation by the Convention & Visitor's Bureau on Tuesday,

December 7 at Noon, 2) the Sullivan County Commission meeting on Monday, December 12, and 3) the Employee Longevity Luncheon on December 13.

He expressed his appreciation to all departments for their participation in the special events that have taken place in Bristol. He asked everyone to keep the Leadership and Citizens of Gatlinburg, Tennessee in their minds during this difficult time.

CITY COUNCIL COMMENTS:

Councilwoman Feierabend stated we have a lot of needs in our community. She reminded everyone that the United Way Campaign is still underway. She thanked the school for their program for the auditorium dedication. She asked that everyone remember the people of Gatlinburg, Tennessee and Oakland, California. She thanked the city staff that went to Gatlinburg to help during the fire.

Councilwoman Lea Powers stated that she was glad to see Frank Winston honored with the naming of the Frank Winston Auditorium. She mentioned the "Gloves of Love" program sponsored by the Community Relations Department. She also acknowledged the YWCA Child Care their providing a sliding fee scale for those that need child care. She reminded everyone that "Journey's End" will begin at the Downtown Center on Tuesday, December 20, at 6:00 p.m.

Councilman Young thanked John Cartwright for his continued support on the Better Property Board and the work he does in the community. He said that he is grateful for our service members and the contributions they have made.

Councilwoman Reuning stated that Christmas is the time to be thankful for what we have and to also keep people that are struggling with depression during the holidays in our minds.

Mayor Keen stated it had been a remarkable year for the City of Bristol. He asked everyone to reach out to those in need and our veterans during this Christmas Season.

There being no further business, the meeting was adjourned at 8:11 p.m.


Tara E. Musick, City Recorder


Chad Keen, Mayor