

**BRISTOL TENNESSEE BETTER PROPERTY BOARD  
MEETING MINUTES  
July 28, 2022**

**Municipal Annex Building  
104 8<sup>th</sup> Street**

***Members Present:***

**Pamela Offield, Chairwoman  
Randall Cook, Vice-Chairman  
Lonnie Barrett - Secretary  
Pamela Ley  
John Taylor**

***Staff Present:***

**Cherith Young, Development Services Manager  
Danielle Smith, Staff Attorney  
Kim Lester, Code Enforcement Office  
Two Patrol Officers Present for Security**

**I. CALL TO ORDER**

Pamela Offield called the Bristol, Tennessee Better Property Board meeting to order at 5:03 PM. on Thursday, July 28, 2022. Mrs. Offield performed roll call and a quorum was declared.

**II. APPROVAL OF MINUTES**

Randall Cook made a motion to approve the minutes of the June 23, 2022 meeting. John Taylor approved the motion. A public vote was taken and the motion passed unanimously.

**III. PRELIMINARY INVESTIGATIONS**

A. None

**IV. PUBLIC HEARING**

**A. 515 ½ Queen Street**

Via Zoom, Bill Purtell introduced himself as an attorney with Dinsmore & Shohl LLP and represents Freedom Mortgage Corporation. He also introduced Shannon Powell, a representative of Freedom Mortgage. Mr. Purtell reported that the Chancery Court of Sullivan County set aside the deed to Freedom Mortgage on July 19, 2021, restoring the property to David Brown's ownership. Ms. Powell verified that a title search showed Mr. Brown is the owner of the property, not Freedom Mortgage. Freedom Mortgage is just the mortgage holder. Ms. Powell said that Freedom Mortgage has an inspector going out to the property and is putting together a bid for a structural engineering report. Freedom Mortgage communicated with Mr. Brown in April because he was working on a modification plan, which failed. Freedom Mortgage will request bids to clean up the property. The Freedom Mortgage loan is managed by HUD, through the FHA, so the FHA's permission must be obtained before any work can be done on the property. Kim Lester advised Ms. Powell that the property is posted as unfit for occupancy because it is a fire hazard, so anyone found inside the structure is subject to arrest for trespassing. Anyone working on the bids should contact Kim Lester for right of entry before entering the structure. Neighbors have reported that Mr. Brown is returning to the property on a daily basis and using a propane tank and wired car batteries for power because the structure has no city power or water connections, and there is no operational HVAC system in the structure. Anything of substantial value, such as copper wiring, etc., was removed from the home. Jeanine Ramsey of 510 Queen Street was present and reported the city water meter was also removed from the property.

Mr. Brown was present at this meeting and spoke to the board. He stated that he is trying to clean up his property. Kim Lester offered to give Mr. Brown a right of entry but explained that the property is a safety hazard. Pamela Offield recommended that Mr. Brown meet in person with Code Enforcement personnel to discuss this situation.

Randall Cook moved to postpone this public hearing to the September 22, 2022 meeting of the Board. John Taylor seconded the motion. A public vote was taken and the motion carried unanimously.

**B. 310 Morris Street**

Kim Lester reported that this property is being auctioned by Greene County Bank on August 25, 2022. The property is secure and the city's contractors are working to clean up the junk and mow the weeds and grass. Kim Lester presented photos of the fire damage to the structure. Kim Lester asked to postpone the public hearing until after the auction.

Pamela Ley moved to postpone this public hearing to the September 22, 2022 meeting of the Board, due to the legal technicalities. Randall Cook seconded the motion. A public vote was taken and the motion carried unanimously.

**V. TRASH AND DEBRIS**

A. None

**VI. OLD BUSINESS**

A. None

**VII. PROGRESS REPORTS**

**A. 902 Windsor Ave**

Mrs. Dennis, the owner, was present at the meeting and told the Board that she has sold her property in Charleston, South Carolina. She outlined her plans for finishing the improvements to the Windsor Avenue property.

Lonnie Barrett made a motion to have a progress report for the property located at 902 Windsor Avenue at the October 27, 2022 meeting to follow up on progress of work done but not completed. John Taylor seconded the motion. A public vote was taken and the motion carried unanimously.

**B. 1105 Broad Street**

Kim Lester contacted the new owners of this property by letter, requesting that they contact her as it is against code to transfer ownership of a property with an outstanding notice of violation without doing it properly. It was not done properly.

Randall Cook made a motion to have a progress report on the property located 1105 Broad Street at the September 22, 2022 meeting to give the new owner time to pull the necessary permits. Pamela Ley seconded the motion. A public vote was taken and the motion carried unanimously.

**C. 112 Ruth Street**

This project has been satisfactorily completed and Kim Lester requested that the Board rescind the complaint notice that was originally on the property. Randall Cook made a motion to order the rescinding of the complaint notice due to completion of all required actions.

Lonnie Barrett seconded the motion A public vote was taken and the motion carried unanimously.

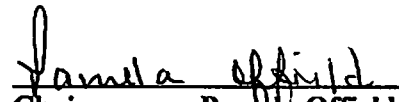
**VIII. FUTURE PROGRESS REPORTS**

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|--------------------------------|--------------------|
| A. 1200 Broad Street           | 08/25/2022         |
| B. 514 Queen Street            | 08/25/2022         |
| C. 1133 Anderson Street        | 08/25/2022         |
| D. 124 16 <sup>th</sup> Street | 08/25/2022         |
| E. 1215 5 <sup>th</sup> Street | 09/22/2022         |
| F. 102 E Cedar Street          | 09/22/2022         |
| G. 1300 Anderson Street        | TBD Structure Fire |
| H. 2089 King College Road      | TBD Litigation     |

**IX. ADJOURNMENT**

John Taylor asked if any complaints had been reported on 610 Virginia Avenue. Kim Lester stated that a notice has been issued to the owner(s).

With no other business to discuss, the meeting was adjourned at 5:54 PM.

  
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Chairwoman, Pamela Offield