

City of Red Bank

BOARD OF COMMISSIONERS MEETING

Minutes

October 17, 2023

6:00 PM

The City Commission of the City of Red Bank, Tennessee met in regular and duly advertised session at the Commission Chambers located at 3117 Dayton Boulevard. Notice of the meeting and instructions for virtually monitoring same was duly advertised in the Chattanooga Times Free Press and by posting on the City's website and Facebook page and by posting written notice of same on the front door of City Hall.

I. Call to Order – Mayor Hollie Berry

Mayor Berry called the meeting to order at 6:08.

II. Roll Call – Assistant City Recorder Summer Sheldon

Mayor Hollie Berry _____ **Vice Mayor Stefanie Dalton** _____, **Commissioner Jamie Fairbanks-Harvey** _____, **Commissioner Pete Phillips** _____, **Commissioner Hayes Wilkinson** _____

Assistant City Recorder Sheldon called the role. Mayor Berry, Vice Mayor Dalton, Commissioner Fairbanks-Harvey, Commissioner Phillips, and Commissioner Wilkinson were present.

III. Invocation – Moment of Silence

Mayor Berry led a moment of silence.

IV. Pledge of Allegiance – City Manager Martin Granum

City Manager Granum led the pledge of allegiance.

V. Consideration of the Minutes for approval or correction:

A. 10/03/2023 Work Session Minutes

Commissioner Fairbanks-Harvey made a motion to approve, seconded by Vice Mayor Dalton. Motion carried with all Commissioners voting "yes".

B. 10/03/2023 Regular Commission Minutes

Commissioner Wilkinson made a motion to approve, seconded by Vice Mayor Dalton. Motion carried with all Commissioners voting "yes".

VI. Communication from Mayor Berry

- I want to invite everyone to join us at the last Food Truck Friday of the season, this Friday, October 20th. This will include Yummy Thai Food Truck for a welcome return.
- Congratulations to Red Bank artist, Megan Ledbetter for recently receiving a grant from the current art fund. Megan's goal is to create deep and meaningful connections between

the field and the community. You can follow her project on Instagram at the_field_Megan_Ledbetter. She will be holding public input sessions prior to her show. Keep an eye out for those announcements.

- Red Bank Community Food Pantry will be Thursday, October 19th, from 4:30 p.m. - 6 p.m. Volunteers are needed. You can sign up at redbankfoodpantry.org

VII. Commissioner's Reports

A. Vice Mayor Dalton

- Welcome, everyone.
- The next Red Bank/Signal Mountain Chamber meeting will be on Weds Oct 25th from 11:30 am-1 pm. The cost is \$15 at the door. Our guest speaker will be Tripp Stanford, Senior Content Marketing Manager with IFTTT. Lunch will be provided by Clever Alehouse. You can register online at the Council's Facebook page.
- Thank you to the Red Bank Fire Department and other local fire departments that assisted with containing a recent house fire on Lynda Drive. Please keep them in your thoughts and prayers.
- A big shout-out to all three of our Red Bank departments, Public Works, Fire, and Police, for partnering with Alpine Crest for their recent Fall Festival! The kids had a blast and loved seeing all of you and your cool vehicles.
- I attended the Hamilton County Department of Education school facilities community meeting at Red Bank Middle School on October 4th, alongside Mayor Berry, Commissioner Fairbanks-Harvey, and several other Red Bank neighbors and community members, and heard a lot of great feedback. In case you missed it, you can view the recording on the Hamilton County Schools YouTube channel under their "Live" videos.
- On Oct 11th, Commissioner Fairbanks-Harvey and I presented our City Commission's Resolution in response to the county mayor's school facilities proposal to the Hamilton County Commission; thank you to Commissioner David Sharpe for working with his colleagues to create that opportunity for us to advocate for our Red Bank neighbors and schools.
- I'd like to welcome a new business to Red Bank! Artistic Kreations with Kristina is located at 3813 Dayton Blvd and provides semi-individual art instruction, all-occasion group painting parties, and commissioned paintings! You can learn more at their Facebook page.
- Check out Outdoor Chattanooga's Fireside Concert Series at Greenway Farms on October 26th from 7-9 pm, where Red Bank neighbor and Slim Pickins frontman, Randy Steele, will be playing. It's a free and fun event, but be sure to dress warmly.
- The City is still accepting applications for our Nonprofit Citizen Advisory Board; you can apply at redbanktn.gov.
- Red Bank High School's Annual Red Bank Community Fair will be held on October 26th from 5-7 p.m. This is a free community event open to everyone and will feature education opportunities, career opportunities, social and community support resources, local food trucks, and giveaways.
- On a personal note, I want to wish my husband an early happy 10th anniversary! We'll be celebrating tomorrow and hope to get many more decades together!
- Thank you.

B. Commissioner Fairbanks-Harvey

- Welcome Red Bank
- Hamilton County Commissioner David Sharpe invited Vice Mayor Dalton and me to

the County Commission meeting last Wednesday at 9:30 a.m. There was an engaging conversation with the Commission, expressing gratitude for delivering the resolutions.

- Thank you, Public Works for mowing the yard between City Hall and the Courthouse. It looks great.
- Red Bank High School Lions have concluded the home football season, hoping to continue the playoffs in November. Stay tuned.
- The community mourns the loss of Jennifer Curley Johnson Williams, known as "Curley". She was a stellar multisport athlete and recipient of a University of Kentucky Basketball Scholarship. She was a mother, a grandmother, an educator, and an administrator for several local schools. She was a leader and considered a friend by many. May we all strive to share that joy. Rest in peace, my friend.
- Another educator, Dolores Jet Far, passed suddenly last Friday. She lived to be 82. Both women were inspirational and examples of how one should live.
- Listen and Learn was last night and will pick back up in January. There will not be a Listen and Learn for the months of November and December.
- It's a great time to visit Beauty and the Beast for a costume. Current hours are from 9 a.m. - 8 p.m.
- Red Bank Lions Club will begin selling nuts starting November 1st. You can order online.
- On Saturday, October 28th, Food City will have a Halloween trick-or-treat from 12 p.m. - 2 p.m.
- Food Truck Friday is this Friday and will feature a car show.
- Thank you.

C. Commissioner Phillips

- Welcome everybody.
- Thank you, Mayor.
- I got to go to the VW Show last Sunday at Dubs. There were some awesome cars.
- Huge shout out to the Fire Department. I talked to a few Chattanooga firefighters and they gave kudos to our Red Bank Fire Department. When they assisted with mutual aid, Red Bank was already there fighting the fire and not waiting on the scene. They have a plan and know where everyone is at. It was a great shout-out. Awesome work. Thank you.
- WWTa should be finishing up most of their work. We haven't had any overflows.
- The community Fair is October 26th at Red Bank High School.
- The second annual Red Bank Open House is November 8th and will be located between the Police and Fire departments.
- Thank you to my fellow Commissioners for all the work you do.

D. Commissioner Wilkinson

- Thank you to everyone for coming out.
- Thank you to the thirty-four (34) volunteers who came out to the Red Bank Cemetery Clean-up. Thank you to Mr. Guedron and Justin Headrick, our facilities manager and a very special thank you to the Red Bank High School Students who showed up.

VIII. City Manager Granum's Report

- Good Evening Mayor and Commissioners
- Last week, the Director of Administration Tracey Perry conducted two outstanding

“Employee Fairs” which were well attended and pushed out a host of information to our colleagues on our employee benefits. Joining Tracey was our insurance broker, Russ Blakely and Associates, with a focus on our medical, dental, vision, life insurance, FSA, HRA, and EAP benefits. Also in attendance was Mission Square, who spoke about our 457 plan, TCRS spoke about our retirement benefits, AFLAC briefed on the optional short-term disability coverage, and a new benefit, TextCare, was introduced by our new provider, One-to-One Health, offering concierge medicine. This is complex and impactful stuff, and we are all grateful to Tracey for making this understandable and accessible to us and our dependents. Thank you, Tracey!

- Tracey will be out for our next two Commission meetings and standing in for her as City Recorder will be our Assistant City Recorder, Summer Sheldon. Thank you, Summer!
- Please take note of the Tennessee Comptroller of the Treasury Budget Certificate on display in front of Commissioner Phillips. For two consecutive years, the office of the Tennessee Comptroller of the Treasury awarded the City of Red Bank the Budget Certificate credential. Red Bank is one of 87 cities in Tennessee to earn this distinguished recognition out of a total of 346 municipalities. This acknowledgment of Red Bank’s management of public finances in a responsible manner places the city in the top quarter of all cities in the state and recognizes our commitment to operating the city with a sound financial plan.

Local officials that adopt budgets meeting the following specific criteria are awarded this coveted certificate from the Comptroller of the Treasury: A city must adopt its budget on or before the fiscal year end and file it with the Comptroller, in their specific format, within 15 days of adoption. No issues of concern can be raised during the review of the city’s budget and the budget should also be based on reliable estimates, be structurally balanced, provide for cash liquidity, allow for adequate reserves, be monitored throughout the year, and amended as necessary. I will add these are also the building blocks of ‘clean audits’ as well.

Earning the trust of the citizens we serve is our goal every day. Having an independent, respected agency such as the Comptroller of the Treasury recognize our budget is profoundly validating and reassuring. All Red Bank staff are focused on making our local government work better every day, and nothing says that more emphatically than managing public finances in a responsible manner.

- I will be attending the TCMA conference later this month and also attending an MTAS-sponsored pre-conference listening session to identify and develop strategic solutions to overcome the systemic social and racial inequities within Tennessee’s municipal organizations. I am very pleased with the real accomplishments Red Bank has made in this important area, but most would agree there is much still to be done. I am very pleased to participate in this pre-conference to not only contribute but also to listen and learn.
- Thank you, Mayor.

IX. Presentation

A. 2023 Property Tax Relief Program

Mayor Berry read the agenda item. Assistant City Recorder Sheldon presented to the Commission the 2023 Tennessee Tax Relief information and an update on the City of Red Bank’s Open House on November 8th.

X. Temporary Adjournment of Regular Meeting

A. Beer Board Hearings

1. Call to Order - Mayor Berry

Mayor Berry called the meeting to order at 6:38.

2. Roll Call - Assistant City Recorder Sheldon

Assistant City Recorder Sheldon called the roll. Mayor Berry, Vice Mayor Dalton, Commissioner Fairbanks-Harvey, Commissioner Phillips, and Commissioner Wilkinson were present.

3. New Business

a. Application for Special Event Beer Permit by Jeff Schwenke d/b/a Clever Alehouse - Request to serve beer at Red Bank City Park on October 21st from 11 a.m. - 5 p.m.

Mayor Berry introduced the topic and called the applicant forward. Applicant Jeff Schwenke of Clever Alehouse was present. The applicant read and understands the Beer Board Ordinance. A suggestion was made for earlier planning next year for the permit timeline. Vice Mayor Dalton made a motion to approve, seconded by Commissioner Phillips. Some discussion. No citizen comments. Motion was approved with all Commissioners voting "yes".

b. Application for Off-Premise Beer Permit by Marvin Hewatt d/b/a Mapco, located at 314 Morrison Springs Rd, Red Bank, TN

Mayor Berry introduced the topic and called the applicant forward. Applicant representative and store manager Cole Beals of Mapco, located at 314 Morrison Springs Rd, Red Bank, TN was present. The applicant read and understands the Beer Board Ordinance. Mapco, located at 314 Morrison Springs Rd, Red Bank, TN is an existing business. The application is for new ownership. Commissioner Fairbanks-Harvey made a motion to approve, seconded by Commissioner Wilkinson. No discussion. No citizen comments. Motion was approved with all Commissioners voting "yes".

4. Adjournment

The meeting was adjourned at 6:43 p.m.

XI. Reconvene Regular Meeting

XII. Unfinished Business - citizens will have an opportunity to speak on these items prior to the final vote

A. PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 23-1249 AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, AMENDING THE ZONING ORDINANCE AND MAPS OF THIS CITY TO REZONE PROPERTY LOCATED AT 210 LULLWATER ROAD FROM L-1 LIGHT MANUFACTURING TO R-T/Z TOWNHOME AND ZERO LOT LINE RESIDENTIAL PURSUANT TO CERTAIN RESTRICTIONS (second and final reading)

Mayor Berry read the intent of the Ordinance, i.e., to amend the zoning ordinance and maps of the city to rezone property located at 210 Lullwater Rd from L-1 Light Manufacturing to R-T/Z Townhome and Zero Lot Line Residential pursuant to certain restrictions. Applicant Steve Pickett was present and informed the Commission of his intent. Deputy Public Works Director Johnson made a recommendation to the Commission to approve the Ordinance but to remove Condition a, Condition c, and Exhibit B. Vice Mayor Dalton made a motion to approve the amendment to remove Condition a, Condition c, and Exhibit B, seconded by Commissioner Wilkinson. Some discussion. No citizen comments. ROLL CALL VOTE: Mayor Berry "yes", Vice Mayor Dalton "yes", Commissioner Fairbanks-Harvey "yes",

Commissioner Phillips "yes", Commissioner Wilkinson "yes". Ordinance No. 23-1249 was approved on second and final reading with all Commissioners present voting "yes".

B. ORDINANCE NO. 23-1250 AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE TO REPEAL ORDINANCE NO. 15-1036, THE RED BANK PERSONNEL POLICIES ORDINANCE, CODIFIED AT APPENDIX A TO THE RED BANK CITY CODE, TOGETHER WITH ALL AMENDMENTS THERETO AND ADOPTING A NEW EMPLOYEE HANDBOOK ORDINANCE, CODIFIED AT APPENDIX A TO THE RED BANK CITY CODE (second and final reading)

Mayor Berry read the intent of the Ordinance, i.e., to repeal Ordinance No.15-1036, the Red Bank Personnel Policies Ordinance, codified at Appendix A to the Red Bank City Code, together with all amendments thereto and adopting a new employee handbook ordinance, codified at Appendix A to the Red Bank City Code. City Recorder Perry informed the Commission on updated policies and corrections in new employee handbook. Commissioner Phillips made a motion to approve, seconded by Vice Mayor Dalton. Much discussion. No citizen comments. ROLL CALL VOTE: Mayor Berry "yes", Vice Mayor Dalton "yes", Commissioner Fairbanks-Harvey "yes", Commissioner Phillips "yes", Commissioner Wilkinson "yes". Ordinance No. 23-1250 was approved on second and final reading with all Commissioners present voting "yes".

XIII. New Business - citizens will have an opportunity to speak on these items prior to the final vote

A. RESOLUTION NO. 23-1625 A RESOLUTION TO AMEND THE EXISTING AGREEMENT (200269) BETWEEN THE CITY OF RED BANK, TENNESSEE, AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION IN THE AMOUNT OF \$72,500.00 FOR THE INCREASED CONSTRUCTION COST OF PROJECT NO. 130774.00

Mayor Berry read the intent of the Resolution, i.e., to amend the existing agreement (200269) between the City of Red Bank, Tennessee, and the Tennessee Department of Transportation in the amount of \$72,500.00 for the increased construction cost of Project No.130774.00. Public Works Director Tate informed the Commission, this Resolution is to cover increase cost of materials and construction for the ADA sidewalk upgrades. Vice Mayor Dalton made a motion to approve, seconded by Commissioner Phillips. Some discussion. No citizen comments. Resolution No. 23-1625 was approved with all Commissioners voting "yes".

B. RESOLUTION NO.23-1624 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AMENDING RESOLUTION 22-1513 AND APPOINTING ONE (1) MEMBER TO THE CITY OF RED BANK FESTIVAL CITIZENS' ADVISORY BOARD

Mayor Berry read the intent of the Resolution, i.e, to appoint Red Bank resident Hilary Evans to the Red Bank Festival Citizens' Advisory Board. Hilary Evans was present and Deputy Public Works Director Johnson introduced the appointee to the Commission. Commissioner Fairbanks-Harvey made a motion to approve, seconded by Commissioner Phillips. No discussion. No citizen comments. Resolution No. 23-1624 was approved with all Commissioners voting "yes".

XIV. Citizen Comments from Red Bank Citizens on Items not on the Agenda (3-minute limit)

Mike McCain - 4200 Tacoma Ave- Spoke on implementing the alert program, "Block Watch".

Commissioner Fairbanks-Harvey opened up a discussion on the process of selecting members of various Advisory Boards.

XV. Adjournment

Commissioner Phillips made a motion to adjourn, seconded by Vice Mayor Dalton. The meeting adjourned at 7:08 p.m.

Hollie Berry
Mayor

Martin Granum
City Manager

Mayor Hollie Berry
(Date)

Assistant city Recorder Summer Sheldon
(Date)