

City of Red Bank

BOARD OF COMMISSIONERS WORK SESSION

Work Session Agenda

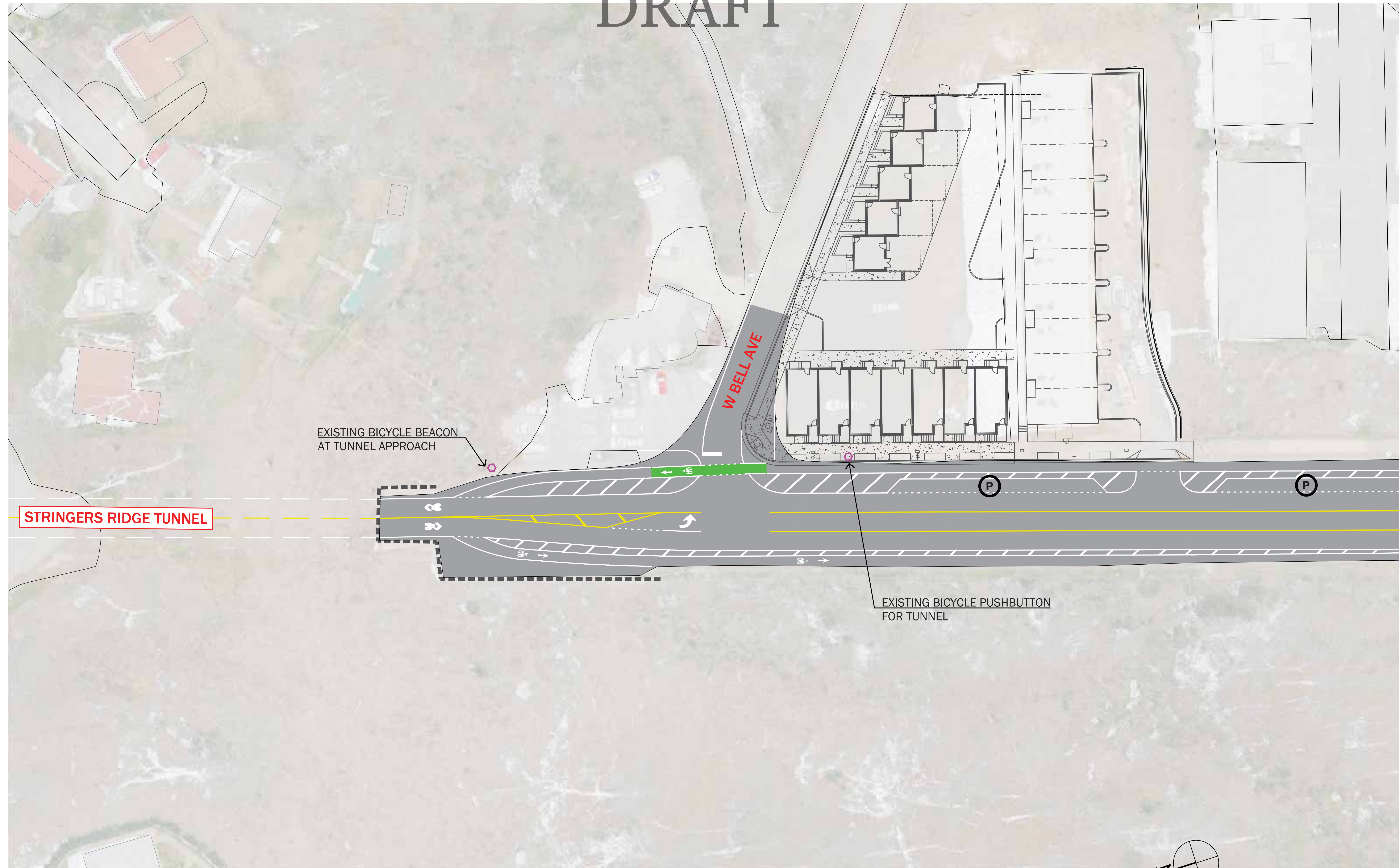
October 1, 2024

5:00 PM

The purpose(s) of the meeting shall be for the Commission to receive, consider, discuss, deliberate, and debate the matters listed herein below and such other public business as may lawfully be undertaken provided that no formal votes are to occur and no matters or issues will be formally decided upon at this meeting.

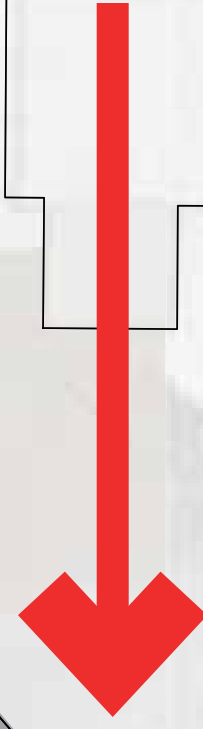
- I. **Employee Introduction(s)**
Public Works - Tegan Milligan-Barber, Park & Rec Programming Assistant (PRM Grabe)
Fire Department - Blake Sullivan, Firefighter Full-Time (FC Sylar)
- II. **WWTA - Brief update on Red Bank Sanitary Sewer Rehabilitation Projects - Scott McDonald, P.E. with LJA Engineering (CDD Johnson)**
- III. **Presentation on TDOT Resurfacing of Dayton Blvd from tunnel to Signal Mountain Rd (M Pham)**
- IV. **Pool Facility Condition Assessment discussion only (J Grabe)**
- V. **Election "Media Blitz" discussion only (CM Granum)**
- VI. **Approve Sick Leave Donation Policy Res No. 24-1738 (CR Perry)**
- VII. **Fire Prevention Week Res No. 24-1737(DFC Iles)**
- VIII. **Cancellation of November 5, 2024 Work Session and Commission Meetings Res No. 24-1739 (CM Granum)**
- IX. **Approve Purchase of Fire Extinguisher Training Prop Res No. 24-1740 (FTC Woods)**
- X. **Accept the THSO Traffic Safety Grant in an Amount of \$79,992.45 Res No. 24-1741 (PC Seymour)**
- XI. **Approve Repairs to Public Works Unit 788 Res No. 24-1742 (PWD Tate)**
- XII. **Citizen Comments on Items on the Work Session Agenda**
5:45 Hard stop to allow citizen comments on items on this Work Session Agenda (CM Granum)
- XIII. **Any other business to discuss**
- XIV. **Adjournment**

DRAFT



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separate Red Bank project



ASHMORE AVE

ASHMORE AVE
STRIPING ADJUSTMENTS
(BY CITY OF RED BANK)

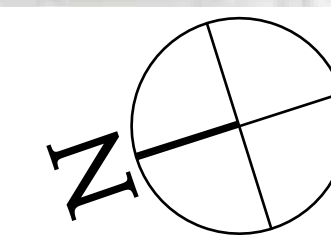
MATCHLINE-2

MATCHLINE-1

CITY OF
RED BANK

CITY OF
CHATTANOOGA

EXISTING
PUSH B



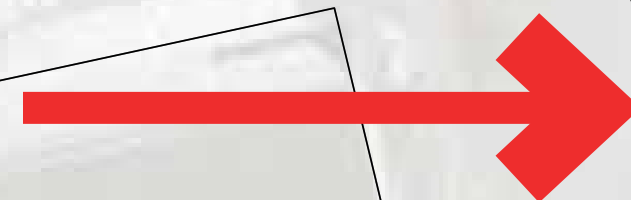
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MATCHLINE-3

MATCHLINE-2

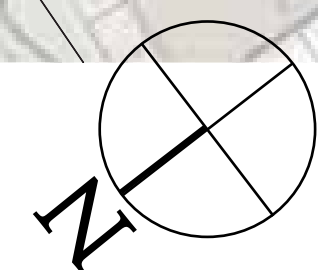
FRONTAGE ROAD
STRIPING ADJUSTMENTS
(BY CITY OF RED BANK)

separate Red Bank project



E ELMWOOD AVE

E FRONTAGE RD



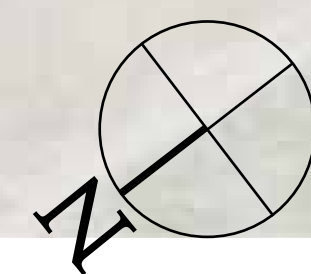
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MATCHLINE-3

11'

MATCHLINE-4

ON-RAMP (US-27 / DAYTON BLVD)



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MATCHLINE-5

separate Red Bank project

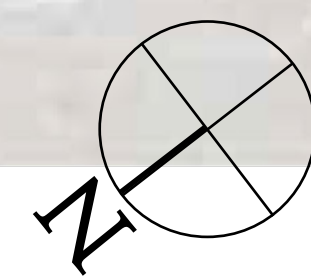


PROPOSED CHANNELIZATION AND STRIPED CENTER MEDIAN

OFF-RAMP (US-27 / DAYTON BLVD)

CITYGREEN APTS

MATCHLINE-4



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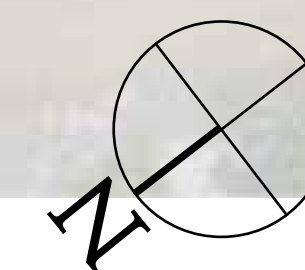
separate Red Bank project

SPRING RD

MATCHLINE-5

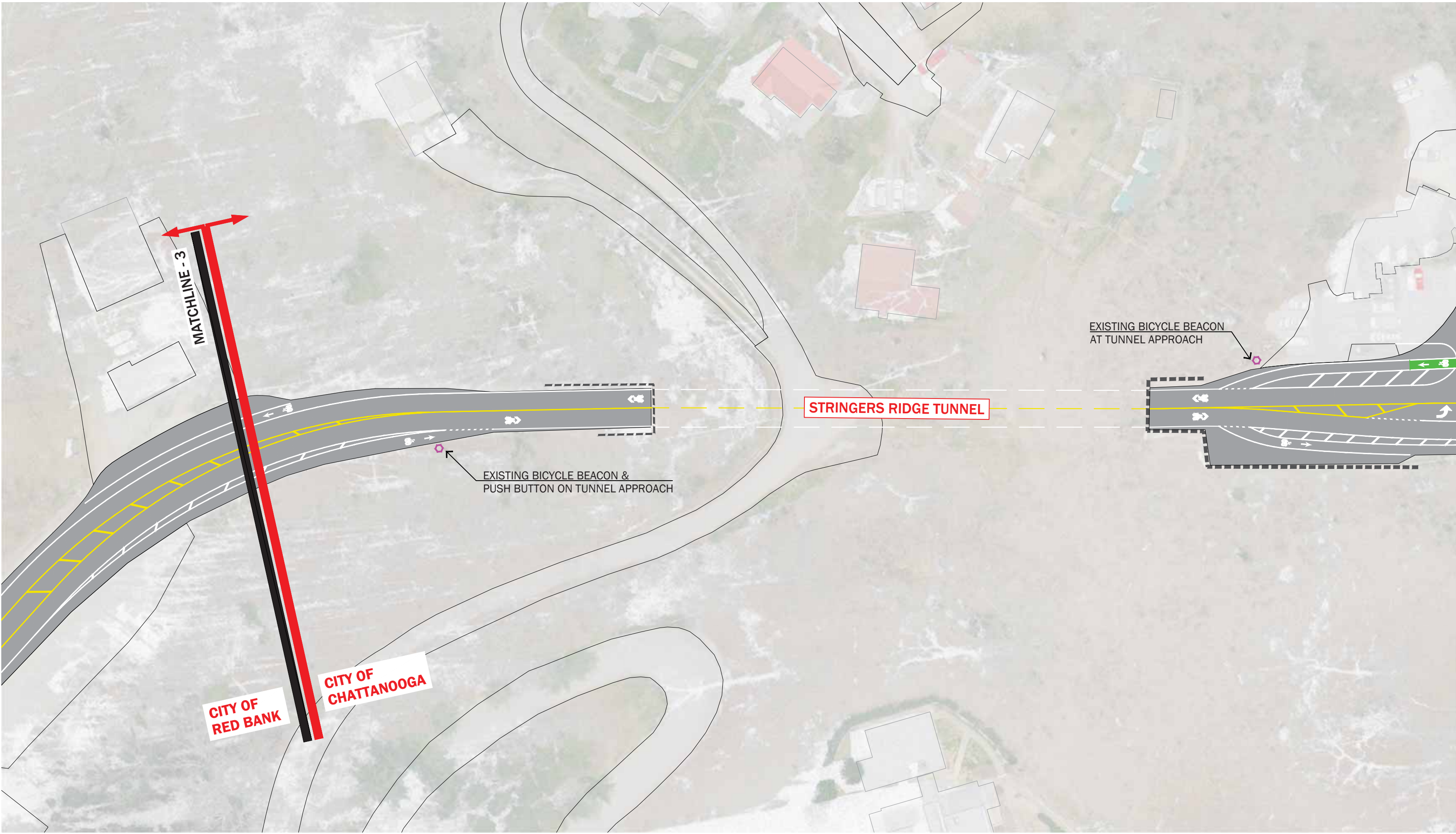
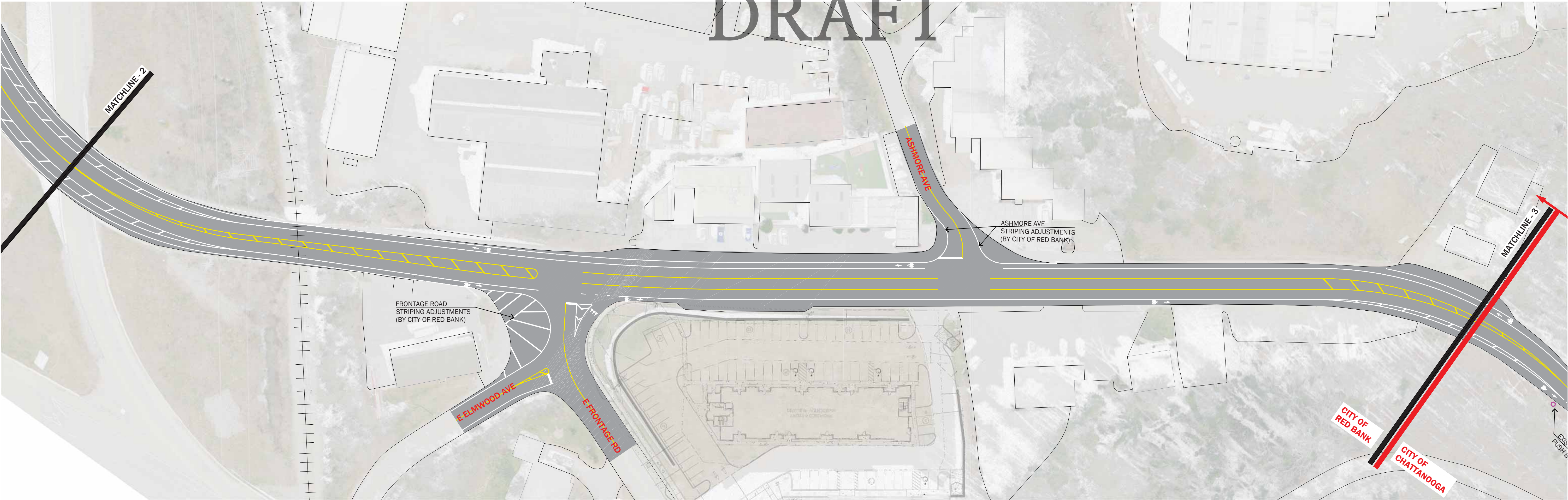
CONVERT THROUGH-RIGHT
TO RIGHT-TURN ONLY LANE /
ADJUST CHANNELIZING STRIPES
AS SHOWN

SIGNAL MOUNTAIN RD



T:\Projects\T-24-000 Misc\TDOT Resurfacing Concepts\2023 Cherokee + Dayton Blvds (SR-8)\cherokee-dayton (v2024 - option a).dwg Sep 25,2024 - 2:37pm, bsutton

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CITY OF
RED BANK
DEPARTMENTS OF
COMMUNITY
DEVELOPMENT &
PUBLIC WORKS

CITY MANAGER:
MARTIN GRANUM
CITY ENGINEER:
XXXX

TDOT RESURFACING CONCEPT
SR-8: DAYTON BLVD / CHEROKEE BLVD
CITY OF RED BANK, TENNESSEE
CITY OF CHATTANOOGA, TENNESSEE

PLAN

DATE: XX/XX/2024
DRAWN: XXX
CHECKED: CHATT

REVISIONS	
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5	

PRELIMINARY
(SUBJECT TO
CHANGE)

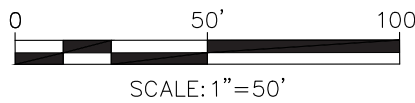
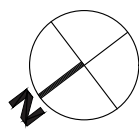
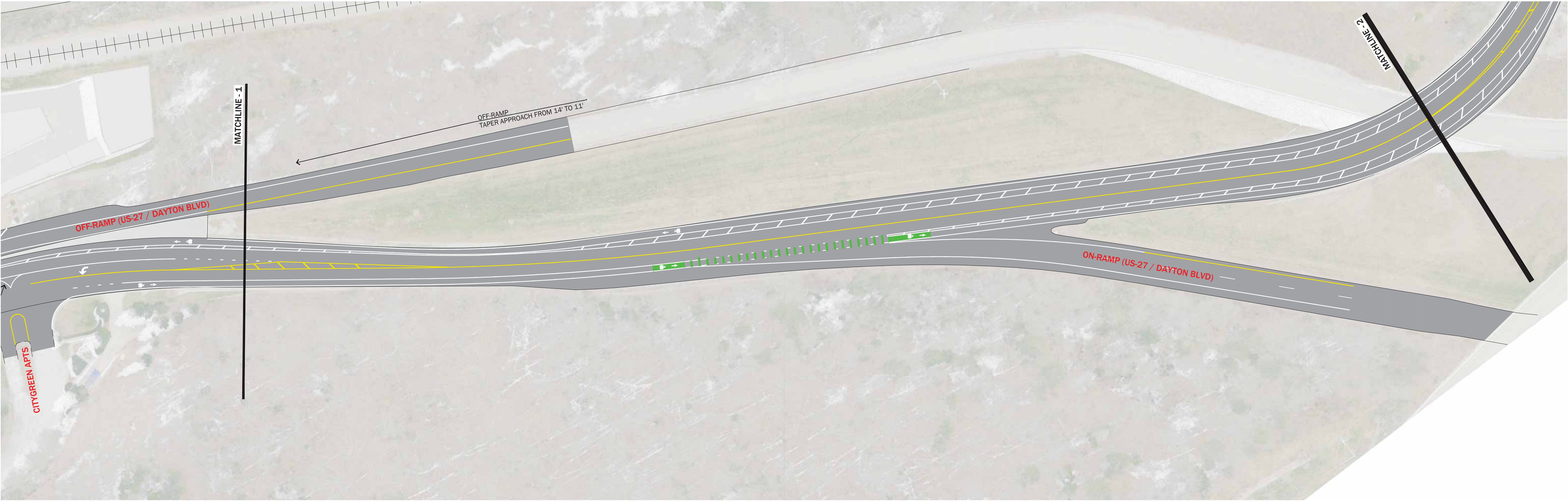
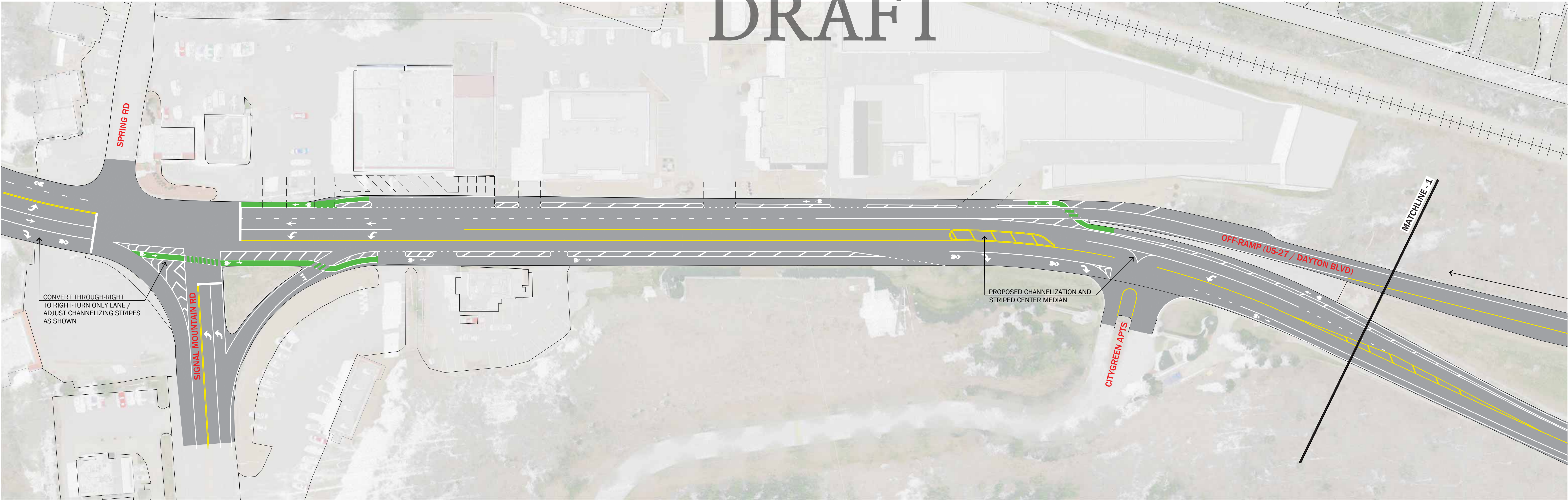
C-2



0 50' 100'
SCALE: 1"=50'

T:\Projects\T-24-000 Misc_TDOT Resurfacing Concepts\2023 Cherokee + Dayton Blvds (SR-8)\cherokee-dayton (v2024 - option a).dwg Sep 25,2024 - 2:37pm, bsutton

DRAFT



CITY OF
RED BANK
DEPARTMENTS OF
COMMUNITY
DEVELOPMENT &
PUBLIC WORKS

CITY MANAGER:
MARTIN GRANUM
CITY ENGINEER:
XXXXX

TDOT RESURFACING CONCEPT
SR-8: DAYTON BLVD / CHEROKEE BLVD
CITY OF RED BANK, TENNESSEE
CITY OF CHATTANOOGA, TENNESSEE

PLAN

DATE: xx/xx/2024
DRAWN: xxx
CHECKED: CHATT

REVISIONS	
1	
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PRELIMINARY
(SUBJECT TO
CHANGE)

C-1

SAMPLE BALLOT

INSTRUCTIONS TO VOTER:

To vote you must darken the OVAL (●) to the right of your choice(s). To cast a Write-in vote for a person whose name is not on the ballot, you must darken the OVAL (●) to the right of the line provided, and write that name in the blank space.

Hamilton County Election Commission: *Michael S. Walden, Chairman* | *Gene Shiles, Jr., Secretary* | *Ruth Braly* | *Chris Clem* | *Ardana Garth-Hicks*

FEDERAL GENERAL	FEDERAL GENERAL	City of Red Bank Municipal
President and Vice President of the United States Vote for One (1)	United States Senate Vote for One (1)	City of Red Bank Commissioner Vote for Two (2)
Electors for Donald J. Trump for President and JD Vance for Vice President Republican Party Nominee	Marsha Blackburn Republican Party Nominee	Stefanie Dalton
	Gloria Johnson Democratic Party Nominee	Terri Holmes
Electors for Kamala D. Harris for President and Tim Walz for Vice President Democratic Party Nominee	Tharon Chandler Independent Candidate	Katy Mena-Berkley
	Pamela Jeanine "P." Moses Independent Candidate	Jeff Price
Electors for Jay J Bowman for President and De D Bowman for Vice President Independent Candidate	Hastina Robinson Independent Candidate	Write-in
	Write-in	Write-in
Electors for Claudia De la Cruz for President and Karina Garcia for Vice President Independent Candidate	United States House of Representatives, District 3 Vote for One (1)	
	Chuck Fleischmann Republican Party Nominee	
Electors for Rachele Fruit for President and Dennis Richter for Vice President Independent Candidate	Jack Allen Democratic Party Nominee	
	Jean Howard-Hill Independent Candidate	
Electors for Robert F. Kennedy Jr. for President and Nicole Shanahan for Vice President Independent Candidate	Stephen "Scooter" King Independent Candidate	
	Write-in	
Electors for Jill Stein for President and Samson LeBeau Kpadenou for Vice President Independent Candidate	STATE GENERAL	
Write-in	Tennessee House of Representatives, District 27 Vote for One (1)	
	Michele Reneau Republican Party Nominee	
	Kathy Lennon Democratic Party Nominee	
	Write-in	



The voting procedures for commissioners in Red Bank have changed. All commissioners are now elected At Large, eliminating the previous system of 3 commissioners representing a specific district. In the upcoming November election, all candidates' names will be listed on the ballot, and the top 2 candidates with the highest number of votes will be elected.

How do I vote?

To vote, you must darken the OVAL () to the right of your choice(s).

To cast a write-in vote for a person whose name is not on the ballot, you must darken the OVAL () to the right of the line provided and write that name in the blank space.

You can now vote for two candidates of your choice. If only one candidate is selected, the ballot will be approved. If more than two is selected, the ballot will be denied.

**Poll workers will be available at polling locations to help and answer any questions you may have.*

Red Bank Polling Locations

Red Bank A

Disabled American Veterans Chapter 6
619 Memorial Dr., Red Bank, TN 37415

Red Bank B

Joe Glasscock Community Ctr.
3620 Tom Weathers Dr., Red Bank, TN 37415

Red Bank C

Calvary Baptist Church
5201 Dayton Blvd., Red Bank, TN 37415

Understand what ID's are acceptable

Any of the following IDs may be used, even if expired:

- Tennessee driver license with your photo
 - United States Passport
- Photo ID issued by the Tennessee Department of Safety and Homeland Security
 - Photo ID issued by the federal or Tennessee state government
 - United States Military photo ID
- Tennessee handgun carry permit with your photo

** First time voters who register by mail or using Online Voter Registration, if the ID is expired, the voter must also present one of the following:*

- a copy of a current utility bill,
 - bank statement,
 - government check,
 - paycheck, or
- other government document that shows the voter's name and address.

Early voting for the Nov. 5 State and Federal General Election begins Oct. 16 and runs through Oct. 31. For more information, visit GoVoteTN.Gov or Elect.HamiltonTN.Gov

CITY OF RED BANK
SICK LEAVE TRANSFER NOTIFICATION

I hereby authorize the City of Red Bank, Tennessee to make the following adjustment to my accumulated sick leave:

Transfer _____ hours (*minimum eight (8) / maximum of forty (40) hours per form and up to 80 per Fiscal Year. SEE NOTE*) to:

_____,
(Employee Receiving Sick Leave)

an employee of the _____ Department.

Employee Name (PRINT)

Department

Date

Employee Signature

Department Head Signature

ADMINISTRATOR APPROVAL

Administrator Signature
(Administrator of Employee Sick Leave)

Date

Payroll Department

Date

NOTE:

1. No employee shall be eligible to donate Sick leave to another employee if the donating employee shall not retain at least one hundred twenty (120) hours of accrued Sick leave in such donor's account.
2. All donations of Sick leave are entirely voluntary. No employee or employer, supervisor or department head, City Manager, Elected Official, or any other person affiliated with the City of Red Bank shall coerce, or in any manner, promise anything of value or threaten any job-related action, positive or negative, any promotion, punishment, or occurrence in any way related to the donor's decision to donate or decision not to donate to any eligible Sick leave done at any time or from time to time or under any circumstance.

CITY OF RED BANK
SICK LEAVE RECEIPT ACKNOWLEDGEMENT

NAME OF PERSON RECEIVING SICK LEAVE: _____
(Please Print)

I hereby acknowledge the receipt of donated sick leave and I authorize the City of Red Bank, Tennessee to make the following adjustment to my accumulated sick leave:

Receipt of _____ hours *(To be eligible the receiving employee shall have been employed full-time with the City of Red Bank.)*

Employee Name (PRINT)

Department

Date

Employee Signature

Department Head Signature

ADMINISTRATOR APPROVAL

Administrator Signature
(Administrator of Employee Sick Leave)

Date

Payroll Department

Date

NOTE: .

1. All donations of Sick leave are entirely voluntary. No employee or employer, supervisor or department head, City Manager, Elected Official, or any other person affiliated with the City of Red Bank shall coerce, or in any manner, promise anything of value or threaten any job-related action, positive or negative, any promotion, punishment or occurrence in any way related to the donor's decision to donate or decision not to donate to any eligible Sick leave done at any time or from time to time or under any circumstance.
2. Donated sick leave shall not be eligible for transfer to TCRS upon reaching retirement eligibility.

MIX AND MATCH ADD-ON PROPS TO EXPERIENCE FLAME BEHAVIOR



Easy Set Up for Realistic Fire Scenarios
with Intelligent Training System™ (I.T.S.)



Extinguisher
training that
sets up in
a flash and
makes an
impression

LET THEM SEE HOW DIFFERENT FIRES REALLY FUNCTION

In addition to all of the features of the Intelligent Training System, the I.T.S. with available accessories allows trainers to mix and match our add-on props to experience the flame behavior of everyday items. Teach the proper method of extinguishing a Class A Trash Can fire, Class B Stove Top and Paint Locker fires, as well as a Class C Electric Motor Prop.

TRAIN IN MINUTES

We've heard from trainers like you that they spend far more time preparing the site before training and cleaning it up after than actually teaching their trainees to use an extinguisher. Not anymore. The I.T.S. compact design makes it easy for

one person to set up in just a few minutes. The handheld controller makes it easy to light the flames with the push of a button, so the evolution can start as soon as the next trainee is ready. Plus, the I.T.S. is constructed with industrial grade stainless steel components so that it can withstand years and years of intense training.

EXTINGUISHER TRAINING WITHOUT THE MESS

The I.T.S.'s easy set up and field rechargeable air/water SmartExtinguishers eliminate the mess associated with traditional dry chemical extinguishers and diesel burn pans. No messy dry chemical extinguishers or dangerous diesel fumes also means no environmental effects or exposure risks for your trainees.

I.T.S.

ADD ON DIFFERENT PROPS TO CREATE VARIETY



Specifications

SAFETY FEATURES

- ▶ Emergency stop/deadman switch on handheld controller
- ▶ Bump/tilt sensor
- ▶ Auto-ignition pilot
- ▶ Auto-off after 32 seconds of full flame evolution
- ▶ Key-code entry at start-up
- ▶ Combustible materials, flammable liquids, flammable gas and electrical fire class settings

PHYSICAL SPECIFICATIONS

- ▶ **Base Unit:**
28.75" x 18" x 13"

- (73 cm x 45.7 cm x 33 cm)
- ▶ **Base Unit:**
Stainless Steel
- ▶ **Burner:**
Stainless Steel
- ▶ **Weight:**
32 lbs. (14.5 kg.)
- ▶ **Paint Locker:**
23.5" x 9" x 24"
(59.69 cm x 22.86 cm x 60.96 cm)

FUEL

- ▶ **Type:**
Propane
- ▶ **Input:**
375,000 BTU/H
(109.8 kw)
- ▶ **Max Gas Supply Pressure:**
2 PSI (13.8 kPa)
- ▶ **Duty Cycle:** 50%

HOSE & REGULATOR

- ▶ **Type:**
Long pressure LPG

- ▶ **Length:**
10' (304.8 cm)
- ▶ **Coupling:**
Self sealing quick disconnect
- ▶ **Regulator Connection:**
Standard 20 lb. (9.1 kg.) tank LPG reverse thread

ELECTRICAL

- ▶ **Input:**
2V DC/5 amps maximum Bump/tilt sensor
- ▶ **Receptacle:**
12V cigarette lighter plug
- ▶ **Length:**
25' (64 cm.)

CONTROLLER

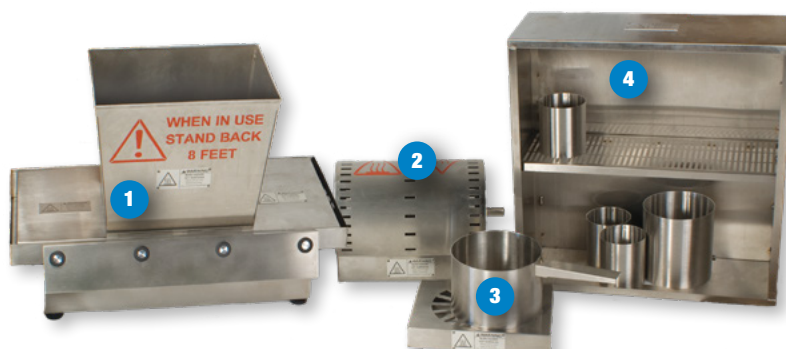
- ▶ **Connector Type:**
5-Pin DM
- ▶ **Cable Type:**
RS-485
- ▶ **Length:**
25' (64 cm.)

SMARTEXTINGUISHER

- ▶ **Air Pressure Connection:**
Schrader Valve
- ▶ **Recommended Pressure:**
100 PSI (690kPa)
- ▶ **Maximum Pressure:**
110 PSI (758kPa)

ADD ON DIFFERENT PROPS TO CREATE VARIETY

1. Trash Can
2. Motor
3. Stove
4. Paint Locker



AVAILABLE PRODUCTS AND ACCESSORIES:

- A. Intelligent Training System (I.T.S.) Base Unit
- B. Prop Adapter Plate & Class A, B and C Props
- C. 7X SmartExtinguisher
- D. Handheld Controller & Controller Cable
- E. Power Cable
- F. Propane Supply Kit
- G. Recharge Accessories
- H. Accessories Carrying Case
- I. I.T.S. Prop Transport Case
- J. I.T.S. Transport Case
- K. Industrial Grade Extinguisher Carrying Case
- L. Battery Power Pack
- M. Choice of Air Regulator Kit or Air Compressor



Popular Packages

COMPONENT	BASE	PRO	ELITE
Intelligent Training System™ (I.T.S.) Base Unit	1	1	1
I.T.S.™ Transport Case	1	1	1
7X SmartExtinguisher	2	2	2
Extinguisher Transport Case	1	1	1
I.T.S.™ Prop Plate		1	1
I.T.S.™ Trash Can Prop		1	1
I.T.S.™ Stove Top Prop			1
I.T.S.™ Motor Prop			1
I.T.S.™ Props Transport Case			1
ADD ONS	QTY		
5X SmartExtinguisher		1	
I.T.S.™ Paint Locker Prop		1	
I.T.S.™ Accessories Transport Case		1	
I.T.S. Battery Power Pack		1	
Air Compressor with Accessories		1	

September 20, 2024

Agenda No.

To: The Board of Commissioners
From: Brent Sylar, Fire Chief



Subject: Request to purchase Lion Intelligent Training System

Background: The fire department is requesting to purchase the Lion Intelligent Training System. This training system would allow us to perform live-fire portable fire extinguisher training for firefighters, as well as for the general public.

Extinguishing or controlling fires in their incipient stages is imperative in saving lives and property. While this is the primary goal of the fire department, the fire department has a response time that could vary between three and five minutes or even more. Having citizens who are trained and proficient in the use of portable fire extinguishers allows the opportunity for the fire to be controlled while it is still in the incipient stages and before it can pose a significant threat to property or lives.

The Lion Intelligent Training System allows for safe and controlled live-fire training evolutions to teach the proper use of portable fire extinguishers and proper techniques in extinguishing Class A trash can fires, Class B stove top and paint locker fires, as well as Class C electric motor fires. The portability and safety offered by this prop make it ideal for offering this training not only to our firefighters but also to the general public. Our training staff would make this training available at no cost to groups of citizens, schools, churches, and other organizations in Red Bank as part of our Public Education initiatives. This training would cover the classifications of fire, classifications of portable fire extinguishers, evaluating a fire to determine if a portable fire extinguisher is adequate, and operating the portable fire extinguisher, followed by hands-on live-fire evolutions with the training system.

Over the past two years, our training staff has evaluated several options for portable fire extinguisher training and has concluded that this is the most preferable option. Though there are digital training options on the market, they are substantially more expensive and do not offer the opportunity to use live fire to meet the training needs of our firefighters as well.

Total Cost: \$15,797.00

Bidders: NAFECO: \$15,797.00; NAFECO is the sole source provider of this training system for our region. This system cannot be purchased through any other vendor and no similar products are available on the market.

Recommendation: Purchase the training system from the sole source provider in our region, NAFECO.

Fiscal Impact: \$15,797.00 from budgeted funds

September 12, 2024

Re: Tennessee Highway Safety Office FFY 2025 Grant Award

Dear Highway Safety Partner,

We are excited to offer your agency an FFY 2025 grant award with the Tennessee Highway Safety Office (THSO). We look forward to working with you throughout the year and thank you for your shared commitment to highway safety.

With this partnership comes an important responsibility on the part of every grantee. Please be advised that funding has been approved for the receipt of the above referenced highway safety grant for the period of October 1, 2024 through September 30, 2025.

You may not incur costs until you have received a fully executed contract which must be signed by the TDOSHS Commissioner and no earlier than October 1, 2024. Incurred expenses and expended funds must be for the specific purposes stated in the grant language governing this award. In keeping with usual practice, your allowable expenditures will be reimbursed for actual costs incurred after that date.

The following items are important and expected of all grantees:

1. Monthly/quarterly claims and status reports must be kept current and filed promptly through the TN Grants management system, www.thsogrants.org. Failure to report promptly may result in the cancellation of your grant.
2. All documents, papers, accounting records, and other such records pertaining to costs incurred and to such materials must be made available to the THSO upon request at any time over the course of the grant period and for three years from the date of final audit disposition. Failure to follow these instructions may result in a requested reimbursement of grant monies to the THSO.
3. Grant records are subject to review and audit by the State of Tennessee, the National Highway Traffic Safety Administration, or any other authorized representative of the state or federal government at any time and without prior notification.
4. This agreement encompasses the time period specified in the contract. No continuation or extension of the project, express or implied, is provided for in the agreement.

5. Every grant **must** have an assigned project director with subject matter expertise in the area of monitoring grants and providing timely, appropriate feedback. Please do not hesitate to reach out to your assigned THSO program manager; our staff is here to assist you.
6. Prior to any news releases or press conferences relative to this grant, you **must** submit a working copy of draft language to your assigned THSO program manager who will review with the THSO Public Information Officer. Further, any release of written material for the purpose of the grant, which also includes social media posts, brochures, etc. also **must** have prior written approval of the THSO, whether by letter or email.
7. Law enforcement overtime may include a small portion (up to 20%) of personnel funds for community outreach events. Please contact your assigned program manager for more information, including the THSO Community Outreach Activity overtime form.

If you have any questions, please do not hesitate to contact your assigned THSO program manager. Working together, we will make Tennessee roads safer for everyone.

A handwritten signature in blue ink that reads "Buddy Lewis".

Buddy Lewis
Director

GRANT BUDGET
Agency Name: Red Bank Police Department
Project Title: Community Traffic Safety Enforcement and Education
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 10/01/2024 END: 09/30/2025

POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1 & 2	Salaries, Benefits & Taxes	\$64,344.45	\$0.00	\$64,344.45
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	\$15,140.00	\$0.00	\$15,140.00
11, 12	Travel, Conferences & Meetings	\$508.00	\$0.00	\$508.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$79,992.45	\$0.00	\$79,992.45

1. Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted online at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

2. Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
	\$0.00
TOTAL	\$0.00

GRANT BUDGET LINE-ITEM DETAIL:

OTHER NON-PERSONNEL	AMOUNT
	\$0.00
TOTAL	\$0.00

GRANT BUDGET LINE-ITEM DETAIL:

CAPITAL PURCHASE	AMOUNT
	\$0.00
TOTAL	\$0.00