

City of Red Bank

BOARD OF COMMISSIONERS MEETING

Agenda
December 6, 2022
6:00 p.m.

Call to Order – Mayor Hollie Berry

II. Roll Call – City Recorder Tracey Perry

**Mayor Hollie Berry ____ Vice Mayor Stefanie Dalton ____, Commissioner Ruth Jeno ____,
Commissioner Ed LeCompte ____ Commissioner Pete Phillips ____**

III. Invocation – Richard Floyd, Red Bank Citizen

IV. Pledge of Allegiance – City Manager Martin Granum

Consideration of the Minutes for approval or correction:

November 15, 2022 Work Session

November 15, 2022 Commission Meeting

VI. STAFF PRESENTATIONS

VII. Comments from outgoing Commissioners

A. Commissioner Ruth Jeno

B. Commissioner Ed LeCompte

VIII. Installation of Newly Elected Commissioners

A. Election Commission Results – City Attorney Arnold Stulce

B. Oath of Office – Judge Johnny Houston

IX. Election of Mayor – Temporary Chairman City Attorney Arnold Stulce

Oath of Office – Judge Johnny Houston

X. Election of Vice-Mayor – Temporary Chairman City Attorney Arnold Stulce

Oath of Office – Judge Johnny Houston

XI. Communication from the Mayor

(In lieu of report from one of the Commissioners below)

XII. Commissioner's Report

A. Commissioner Hollie Berry

B. Commissioner Stefanie Dalton

C. Commissioner Jamie Fairbanks-Harvey

D. Commissioner Pete Phillips

E. Commissioner Hayes Wilkinson

XIII. City Manager Report

XIV. Unfinished Business

XV. New Business

A. AGENDA ITEM NO. 22-870 – APPOINTMENT(S) TO THE PLANNING COMMISSION

**XVI. Citizen Comments from Red Bank Citizens about Items not on the Agenda
(3 minute limit)**

XVII. Adjournment

"Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Commission."

City of Red Bank

Hollie Berry
Mayor

Martin Granum
City Manager

COMMISSIONERS AGENDA WORK SESSION

Minutes
November 15, 2022
5:00 p.m.

The City Commission of the City of Red Bank, Tennessee met in a public and duly advertised Agenda Work Session on November 15, 2022, at 5:00 p.m. at the Commission Chambers located at 3117 Dayton Boulevard. The date, time, and location of the meeting were advertised in the Chattanooga Times Free Press, on the City's Facebook page, and on the City of Red Bank website together with instructions and an internet link to enable virtual attendance by the public. The purpose of the meeting was to receive information on and discuss upcoming business items. Those in attendance were Mayor Hollie Berry, Vice Mayor Stefanie Dalton, and Commissioner Ed LeCompte. Commissioner Pete Phillips and Commissioner Ruth Jenó were absent. Also present were City Manager Martin Granum, City Attorney Arnold Stulce, Jr., Deputy Fire Chief Eddie Iles, Police Chief Dan Seymour, Finance Director John Alexander, Interim Public Works Director Leslie Johnson, City Recorder Tracey Perry, and Assistant City Recorder Summer Sheldon.

- I. Employee Introduction – Beth Powell – Temporary Public Works Office Manager
Beth Powell was unable to be at the meeting.
- II. 10-Minute Walk to a Park Goal update
Interim Public Works Director Johnson gave a PowerPoint presentation to update the Commission on the status of the 10-Minute Walk to a Park Initiative.
- III. Report on Debt Obligation Agenda Item No. 22-869
Finance Director Alexander presented the Comptroller's Form CT-0253 Report on Debt Obligation concerning a recent Capital Outlay Note in the amount of \$190,070.00 to the Commission, as required by state law.
- IV. Special Census Update: A special census is a process outlined in Tennessee statutes to update the population of a Tennessee county or municipality in the years following the U.S. Census Bureau's counts collected at the beginning of each decade.
Finance Director Alexander and City Manager Granum explained to the Commission that staff has determined a need for the City to request a Special Census to account for the likelihood of persons not counted in the last federal census due to additional housing developments being constructed in the City.
- V. Small Business Saturday Proclamation Res No. 22-1533
City Manager Granum explained the intent of the Resolution, i.e., to proclaim November 26, 2022 as Small Business Saturday in the City of Red Bank.
- VI. White Oak Park Lots Res No. 22-1534
Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to authorize a contract with Spears Hopkins Paving Company, in the amount of \$23,335.00, for

the repair and restriping of three (3) parking lots at White Oak Park located at 798 Ben Miller Parkway.

VII. Purchase portable signs Res No. 22-1535

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to authorize a contract for the purchase of two (2) solar-powered trailer-mounted lights, in the amount of \$33,198.00, through the Sourcewell Cooperative Purchasing membership for the Public Works Department.

VIII. Leaf Pick-Up Temp Service Res No. 22-1537

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to approve an agreement with Total Resource Inc. for temporary Laborer I services, not to exceed \$18,000.00, for leaf pick up.

IX. Application for Special Exceptions Permit at 300 W Midvale Ave Res No. 22-1536

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to authorize the issuance of a Special Exceptions Permit to 300 W. Midvale, LLC. to allow the construction of two (2) additional apartment buildings at 300 W. Midvale Ave.

X. Water Quality Permit (TDEC) Resolution No. 22-1538

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to approve the Phase II Stormwater Permit Notice of Intent for Hamilton County to continue to administer the Water Quality Program for Red Bank.

XI. Beer Board Hearing – Rotary Club to host the Beer Garden at the Christmas Parade/Festival

City Recorder Perry explained that Dawn Hjelseth of the Chattanooga Breakfast Rotary Club has applied for a Special Event Beer Permit to sell beer at the Red Bank Christmas Festival and Parade on December 2 from 4 PM to 8 PM.

XII. Public Hearings for 2622 Berkley Dr & 300 W Midvale Ave

A. Interim Public Works Director Johnson explained the intent of the Ordinance, i.e., to amend the zoning ordinance for the property located at 2622 Berkley Dr by repealing Condition A from Ordinance No. 19-1128 and adding additional conditions. Explained that the Planning Commission had recommended approval.

B. Interim Public Works Director Johnson explained the intent of the Resolution, i.e., authorizing the issuance of a Special Exceptions Permit to 300 W. Midvale, LLC. to construct two (2) additional apartment buildings at 300 W. Midvale Ave. Explained that the Planning Commission had recommended approval, subject to conditions.

XIII. Any other business to discuss

None.

The meeting was adjourned at 5:42 p.m.

Mayor Hollie Berry

(date)

City Recorder Tracey Perry (date)

BOARD OF COMMISSIONERS MEETING

Minutes
November 15, 2022
6:00 p.m.

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 called the meeting to order at 6:00 P.M.**
- II. **Roll Call –City Recorder Tracey Perry called the roll. Mayor Berry, Vice Mayor Stefanie Dalton, and Commissioner Ed LeCompte, and Commissioner Ruth Jenó were present. Commissioner Pete Phillips was absent. Also present was City Attorney Arnold Stulce, Jr.; City Manager Martin Granum; Deputy Fire Chief Eddie Iles; Interim Public Works Director Leslie Johnson; City Recorder Tracey Perry; Assistant City Recorder Summer Sheldon; and those listed on Exhibit A.**
- III. **Invocation – moment of silence**
- IV. **Pledge of Allegiance – City Manager Martin Granum**
- V. **Consideration of the Minutes for approval or correction:**
 - A. **November 1, 2022, Work Session**
Vice Mayor Dalton made a motion to approve as written, seconded by Commissioner LeCompte. Motion carried with all Commissioners present voting “yes”.
 - B. **November 1, 2022, Commission Meeting**
Commissioner Jenó made a motion to approve as written, seconded by Vice Mayor Dalton. Motion carried with all Commissioners present voting “yes”.
- VI. **Communication from Mayor Berry**
 - Thanks to all the candidates who ran for this commission election. Democracy is not democracy without a choice and running for office is not an easy task, and our City is stronger for it.
 - Congratulations to Commissioners-Elect Jamie Fairbanks-Harvey and Hayes Wilkinson, here with us tonight.
 - Thank you to the thousands of Red Bank voters who got out there and voted.
 - Thank you to our outgoing Commissioners Ruth Jenó and Ed LeCompte for your years of committed service to our community.
 - I was honored last week to accept the Champion Tree award on behalf of the city for our champion Virginia Pine located at the former Red Bank Middle School Site
 - The Red Bank Lions club will be sponsoring a food drive at Food City on November 19 to support the Red Bank Community Food Pantry. You can drive through from 9 am-12 pm and drop off non-perishable food items.
 - The next Red Bank Community Food Pantry will be this Thursday, November 17th from 4:30-6:00 pm at Red Bank United Methodist Church.
- VII. **Commissioner's Reports**
 - A. **Vice Mayor Dalton**
 - Welcome, everyone!

- The food drive this Saturday, it is located in the Food City parking lot.
- Congratulations to Mayor Berry on her re-election and to Commissioners-Elect Hayes Wilkinson and Jamie Fairbanks-Harvey.
- I had a great meeting last week with Anthony Haynes, Exec. Dir. of the TN Municipal League, and Wade Morrell, President/CEO of the Tennessee Municipal Bond Fund, and want to thank them for visiting Red Bank! They are continuing this year to lobby our representatives to restore the historic State Shared Sales Tax and Single Article Cap revenue sharing relationship with Tennessee municipalities.
- Be sure to place your Thanksgiving pre-orders from Bread & Butter by Nov 17th and from Pie R Square by Nov 18th.
- Now through Dec 31st, you can visit Chester Frost Park for Nooga Lights, a drive-thru holiday lighting experience. Nooga Lights will donate \$5 per car to their charity partners, which includes Northside Neighborhood House, serving our Red Bank neighbors.
- Keep an eye on the Red Bank/Signal Mountain Chattanooga Chamber Council's social media pages for soon-to-come details on our holiday initiative supporting local Red Bank businesses!
- Some updates:
 - From our local schools: The School Choice, Open Enrollment window has opened for applications and will remain open until Jan.31st. Visit hcde.org to research schools and find more information.
 - Red Bank Elementary is collecting new toys and family games for the Northside Neighborhood House Santa's Workshop toy drive that will serve Red Bank Elementary students and families.
 - Congrats to the Red Bank High School Green Prix racing team for placing 2nd in the Fall 2022 race! And good luck to the Red Bank Lions as they face off against East Hamilton.

B. Commissioner Jeno

- The Lions Club pecan sale is going on and they are taking orders.
- Welcome everyone.
- Congratulations to Hollie Berry, Hayes Wilkinson, and Jamie Fairbanks-Harvey for the election results. I wish you all the best.
- Tonight, ends my 3rd term. My heart is here in Red Bank. Thank you, Arnie, and to all friends. Many things have been accomplished since my time here at Red Bank.
- Thank you to a member of the Red Bank Planning commission Becky Browder for going above and beyond.
- I appreciate and love you all and appreciate this Commission.

C. Commissioner LeCompte

- Thank you everyone for coming out.
- Every citizen has meant a lot to me during my time as Commissioner.
- Thank you, Don McKenzie, for working hard on the recognition of the Virginia Pine on the former middle school property.
- Thank you to all the Candidates and everyone here.

D. Commissioner Phillips

Absent.

VIII. City Manager Granum's Report

TEMPORARY ADJOURNMENT OF REGULAR MEETING

IX. BEER BOARD HEARING

A. Call to Order – Mayor Hollie Berry called the Beer Board to order at 6:20 P.M.

- B. Roll Call – City Recorder Tracey Perry called the roll. Mayor Berry, Vice Mayor Stefanie Dalton, and Commissioner Ed LeCompte, and Commissioner Ruth Jenó were present. Commissioner Pete Phillips was absent.**
- C. New Business**
 - 1. Application for a Special Event Beer Permit by Dawn Hjelseth, Chattanooga Breakfast Rotary Club, PO Box 4065 Chattanooga, TN 37405 – Event – Red Bank Christmas Parade and Festival, December 2, 2022, from 4 pm to 8 pm at 3817 Redding Rd. Red Bank, TN 37415**

Applicant, Dawn Hjelseth was present to answer questions. She advised that she has read and understands the Beer Ordinance. Some discussion. Application for a Special Event Beer Permit was approved with a simple vote by all Commissioners present.
- D. Adjournment**

Beer Board meeting adjourned at 6:23 P.M.

RECONVENE REGULAR MEETING

X. PUBLIC HEARING

- A. Request to amend the zoning map to amend the zoning of the property located at 2622 berkley drive by repealing condition “A” from ordinance 18-1128 and adding additional conditions.**

Applicant Steve Pickett was present to present the request and to answer questions. Citizens spoke on ensuring the City of Red Bank ensures proper water run-off procedures are followed if the request is approved. Much discussion.
- B. Application for Special Exceptions Permit at Midvale Heights Apartments to construct two (2) additional apartment buildings on the site at 300 W. Midvale Ave.**

Applicant representative, Jordyn Smith, was present to present the request and to answer questions. One citizen inquired about site plans, which were available in the agenda posted on the City website. Some discussion.

XI. Unfinished Business

- A. ORDINANCE NO 22-1222 AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, AMENDING THE ZONING ORDINANCE AND MAPS OF THIS CITY TO AMEND THE ZONING OF THE PROPERTY LOCATED AT 2622 BERKLEY DRIVE BY REPEALING CONDITION “A” FROM ORDINANCE 18-1128 AND ADDING ADDITIONAL CONDITIONS (second and final reading)**

Mayor Berry read the intent of the Ordinance, i.e., to amend the zoning ordinance and maps of this City to amend the zoning of the property located at 2622 Berkley Drive by repealing condition “A” with respect to limiting the number of single-family dwellings to be constructed on re-subdivided lots from Ordinance 18-1128 and to add additional limiting conditions. No discussion. No citizen comments. Ordinance No. 22-1222 was approved on the second and final reading with all Commissioners present voting “yes”.

XII. New Business

- A. AGENDA ITEM NO. 22-869 REPORT ON DEBT OBLIGATION**

Finance Director Alexander presented the Comptroller's Form CT-0253 Report on Debt Obligation concerning a recent Capital Outlay Note in the amount of \$190,070.00 to the Commission, as required by state law.
- B. RESOLUTION NO. 22-1533 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE, PROCLAIMING SATURDAY, NOVEMBER 26, 2022 SMALL BUSINESS SATURDAY WITHIN THE CITY OF RED BANK, TENNESSEE**

City Manager Granum read the Resolution aloud to proclaim November 26, 2022 as Small Business Saturday in the City of Red Bank. Vice Mayor Dalton made a motion to approve,

seconded by Commissioner Jenó. No discussion. No citizen comments. Resolution No. 22-1533 was approved with all Commissioners present voting "yes".

C. RESOLUTION NO. 22-1534 A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING A CONTRACT WITH SPEARS HOPKINS PAVING CO. IN THE AMOUNT OF \$23,335.00 FOR THE REPAIR AND RESTRIPIING OF THREE (3) PARKING LOTS AT WHITE OAK PARK LOCATED AT 798 BEN MILLER PARKWAY

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to authorize a contract with Spears Hopkins Paving Company, in the amount of \$23,335.00, for the repair and restriping of three (3) parking lots at White Oak Park located at 798 Ben Miller Parkway. Commissioner Jenó made a motion to approve, seconded by Commissioner LeCompte. No discussion. No citizen comments. Resolution No. 22-1534 was approved with all Commissioners present voting "yes".

D. RESOLUTION NO. 22-1535 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING THE PURCHASE OF TWO (2) SOLAR POWERED TRAILER MOUNTED SIGNS IN THE AMOUNT OF \$33,198.00, FOR THE PUBLIC WORKS DEPARTMENT

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to authorize a contract for the purchase of two (2) solar-powered trailer-mounted lights, in the amount of \$33,198.00, through the Sourcewell Cooperative Purchasing membership for the Public Works Department. Vice Mayor Dalton made a motion to approve, seconded by Commissioner Jenó. No discussion. No citizen comments. Resolution No. 22-1535 was approved with all Commissioners present voting "yes".

E. RESOLUTION NO. 22-1536 A RESOLUTION OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING THE ISSUANCE OF A SPECIAL EXCEPTIONS PERMIT TO 300 W. MIDVALE, LLC

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to authorize the issuance of a Special Exceptions Permit to 300 W. Midvale, LLC. to construct two (2) additional apartment buildings at 300 W. Midvale Ave. Commissioner LeCompte made a motion to approve, seconded by Vice Mayor Dalton. No discussion. No citizen comments. Resolution No. 22-1536 was approved with all Commissioners present voting "yes".

F. RESOLUTION NO. 22-1537 A RESOLUTION AUTHORIZING AN AGREEMENT WITH TOTAL RESOURCE INC., IN AN AMOUNT NOT TO EXCEED \$18,000.00, FOR TEMPORARY LABORER I SERVICES

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to approve an agreement with Total Resource Inc. for temporary Laborer I services, not to exceed \$18,000.00, for leaf pick up. Vice Mayor Dalton made a motion to approve, seconded by Commissioner Jenó. No discussion. No citizen comments. Resolution No. 22-1537 was approved with all Commissioners present voting "yes".

G. RESOLUTION NO. 22-1538 A RESOLUTION OF THE CITY OF RED BANK, TENNESSEE APPROVING THE PHASE II STORMWATER PERMIT NOTICE OF INTENT FOR THE CITY TO CONTINUE TO PARTICIPATE IN THE HAMILTON COUNTY WATER QUALITY PROGRAM AND AUTHORIZING THE MAYOR OF RED BANK TO SIGN ALL REQUIRED DOCUMENTS NECESSARY FOR THE SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4) PERMIT.

Interim Public Works Director Johnson explained the intent of the Resolution, i.e., to approve the Phase II Stormwater Permit Notice of Intent for Hamilton County to continue to administer the Water Quality Program for Red Bank. Vice Mayor Dalton made a motion to

approve, seconded by Commissioner LeCompte. No discussion. No citizen comments. Resolution No. 22-1538 was approved with all Commissioners present voting "yes".

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

Laurie Dworak, 225 Ppoole St – Referencing an informational item at this evening's Work Session, spoke in support of a special census, offered to volunteer her time to the effort.

Adjournment

Commissioner Jeno made a motion to adjourn, seconded by Commissioner LeCompte. Meeting adjourned at 6:53 p.m. with all Commissioners present voting "yes".

Mayor Hollie Berry (Date)

City Recorder Tracey Perry (Date)